Welcome to the Irving S. Gilmore Music Library! The staff of the Gilmore Music Library look forward to serving you. This sheet briefly describes some of our essential services. More information is available on our website. Please contact us if you have any questions.

**Website:**  [https://web.library.yale.edu/music](https://web.library.yale.edu/music)

**Catalogs: Quicksearch Books+ Advanced Search** ([http://search.library.yale.edu/catalog?useadv=true](http://search.library.yale.edu/catalog?useadv=true)) is the best way to search for scores (notated music), recordings (audio), and video/DVDs in the Music Library, as you may create a sophisticated search from the opening screen. It is also useful for books and other materials. Quicksearch searches standard singular and plural forms automatically. See our guide with sample searches: [https://guides.library.yale.edu/music-research/books-plus-advanced](https://guides.library.yale.edu/music-research/books-plus-advanced).

Tips: * use **digital** to locate CD and online recordings; use Location “recordings collection” to limit to that collection; * use the **Subject (Genre) facet** to see which editions are scores, parts, or scores and parts (doesn’t work with the online scores); * enclose phrases in quotation marks. * Notice the terms used in **Subject Headings and Uniform Titles** – rephrase your search to include these terms and get more comprehensive results.

If you prefer the traditional online catalog, then Orbis is the main catalog for the Yale University Library, including the Music Library. The Law Library uses a different catalog (Morris). [https://orbis.library.yale.edu/](https://orbis.library.yale.edu/)

**Quicksearch** ([http://search.library.yale.edu](http://search.library.yale.edu)). Quicksearch has three components: **Books+** - which searches Orbis and Morris; **Articles+** - which searches online full-text journal articles, reference articles, e-books, and dissertations, as well as some of our online audio and video resources; and **Digital Collections** – which searches across some of the digitized special collections at Yale (including manuscripts, rare books, archival materials, and visual resources). Databases and New Arrivals are focused subsets of Books+.

**Borrowing**

Books and scores (printed music, parts, etc.) in the stacks are circulating. Your Yale ID is your library card. Loan periods and fines mirror those of Sterling Memorial Library: see [https://guides.library.yale.edu/borrow](https://guides.library.yale.edu/borrow). For graduate students, the loan period is 1 year; for undergraduates, 4 months.

Recordings Collection CDs and DVDs: a project is underway change these from in-house use to circulating outside the library, with the same loan periods as books and scores. Currently about 8000 CDs are circulating.

Some collections must be used within the library: books and scores in the Reference Room, certain facsimiles in the stacks, bound periodicals and current periodical issues, most of the Recordings Collection (LPs, DVDs, VHS tapes, cassette tapes, and some CDs that have not yet been switched to the new system). If you need to borrow one of these for a class presentation, please ask.

Your library account in Orbis allows you to track the materials you have checked out of the library, renew online, and see the status of materials you have requested to be delivered from other Yale libraries or libraries outside of Yale. The Get It @ Yale guide summarizes the various services and delivery times: [https://guides.library.yale.edu/getit](https://guides.library.yale.edu/getit)
**Borrow Direct & Interlibrary Loan (ILL)**
As large as the Yale University Library is, no library can purchase everything. We are part of the Borrow Direct consortium of 12 major university research libraries. You may request books, scores, CDs, and DVDs through the Borrow Direct service, and expect delivery to a campus library within 4 business days. Interlibrary Loan is the service that allows you to request material from other libraries, worldwide. It is also the fastest way to request scans of articles and book chapters. See [https://guides.library.yale.edu/getit](https://guides.library.yale.edu/getit).

**Subject Guides**
Music Library staff have prepared online guides to help you get started with research and to search the catalogs and databases. See the Music research guide to get started ([https://guides.library.yale.edu/music-research](https://guides.library.yale.edu/music-research)). For a list of all the music guides, go to [https://guides.library.yale.edu/music](https://guides.library.yale.edu/music).

**Databases**
The library subscribes to many online databases that provide you access 24/7 from anywhere in the world to journal articles, indexes, reference works, streaming audio, streaming video, and online scores. These include Naxos Music Library, Berliner Philharmoniker Digital Concert Hall, Medici.tv, Met Opera on Demand, and many more. See [https://guides.library.yale.edu/musicdatabases](https://guides.library.yale.edu/musicdatabases). Look under *Getting Started* for information on accessing databases from off-campus. Although you will find references to online resources through *Articles+*, for the most comprehensive and precise search results go directly into the music databases.

**Purchase Requests**
We purchase music material upon request for course reserves and for research. Many books and scores arrive upon publication through prior arrangement with vendors and publishers. See [https://web.library.yale.edu/form/purchase-request](https://web.library.yale.edu/form/purchase-request) to make a request.

**Reference Services & Research Education**
Inquiries may be directed to musiclibrary@yale.edu, or directly to a member of staff.
- Suzanne Eggleston Lovejoy, Music Librarian for Reference and Instruction (203-432-0497; suzanne.lovejoy@yale.edu; [http://schedule.yale.edu/appointment/19818](http://schedule.yale.edu/appointment/19818))
- Jonathan Manton, Music Librarian for Digital and Access Services, (203-432-5549; jonathan.manton@yale.edu, [http://schedule.yale.edu/appointment/16750](http://schedule.yale.edu/appointment/16750))

We are here to help you find what you need for performance, study, and research. We can save you time! Please don't hesitate to contact us. Use our appointment links to choose the best time to meet in person.

**Special Collections**
The Yale University Library has rich special collections, which require separate registration and must be used in a supervised reading room. We encourage you to study these unique resources while you are a student here! See [https://primarysources.yale.edu](https://primarysources.yale.edu) for an overview of all special collections at Yale. There are extensive special collections within the Music Library. Music may also be found in several of Yale’s other special collections, for example in the Beinecke Rare Book Library. See the Guide to Music Special Collections ([https://guides.library.yale.edu/MusicSpecialCollections](https://guides.library.yale.edu/MusicSpecialCollections)) for more details:
- Music Library Special Collections: archives, rare editions, & manuscripts
- Historical Sound Recordings (HSR)
- Oral History of American Music (OHAM): recorded interviews & transcripts