

# Archives Portal Quick Start Guide

## How to use the Search bar

### How to Refine Results Using Advanced Filters and Discover facets

#### Welcome to the Pittsburgh Symphony Orchestra's Archives Portal

The Archives Portal serves as the online counterpart to the Pittsburgh Symphony Archives located at Heinz Hall. Search the online archives for digitized copies of photographs, programs, posters, and audio highlights. The Archives Portal allows visitors to search the Pittsburgh Symphony's performance history dating back to its start in 1896.

Start by going to the Archives Portal at [archive.pittsburghsymphony.org/](http://archive.pittsburghsymphony.org/)

Type a search term into the Search bar on the Archives Portal homepage and click GO.

The screenshot shows the homepage of the Pittsburgh Symphony Archives Portal. At the top, there is a red header with the Pittsburgh Symphony Orchestra logo and the name of the Music Director, Manfred Honeck. Below the header, there is a navigation bar with a home icon and the text "Pittsburgh Symphony Archives". The main content area features a large banner image of the orchestra's rehearsal space with the text "Archives Portal" overlaid. Below the banner, there is a welcome message and a search bar. A blue arrow with the number "1" points to the search bar. To the right of the search bar, there is a "Go" button. Below the search bar, there is a "Browse" section with a red button labeled "All of Archive" and a white button labeled "Communities & Collections". A blue arrow with the number "2" points to the "All of Archive" button. Below the "Browse" section, there is a "Discover" section with a red button labeled "Subject" and two white buttons: "Pittsburgh Symphony Orchestra (40)" and "Pittsburgh Symphony Orchestra--programs (23)".

The gray “Performance History” icon indicates that these results are informational records based on the Pittsburgh Symphony’s repertoire since 1896.

The cog button allows results to be sorted by date or title and controls how many results are shown on a page.

The screenshot shows the Pittsburgh Symphony Archives search interface. At the top, the logo for the Pittsburgh Symphony Orchestra, with Manfred Honeck as Music Director, is displayed. Below the logo, the search bar contains the text "Firebird" and a "Go" button. A dropdown menu on the left of the search bar is set to "All of Archive".

The search results are displayed as a list of items. The first two items are "Firebird: Suite (Edition Unknown)" by Steinberg, William, Pittsburgh Symphony Orchestra; Stravinsky, Igor, (1957-03-22). Each item has a gray box labeled "Performance History" next to it, which is pointed to by a blue arrow. A large blue arrow labeled "Sort Results" points to a gear icon (cog button) next to the search results.

On the right side of the page, there are two sections: "BROWSE" and "DISCOVER". The "BROWSE" section has a dropdown menu set to "All of Archive" and a link for "Communities & Collections". The "DISCOVER" section has a dropdown menu set to "Date Issued" and a list of date ranges with the number of results for each: "2000 - 2016 (68)", "1900 - 1999 (82)", "Suite from The Firebird (1919 revision) (97)", "Suite from The Firebird (1945 revision) (11)", and "The Firebird, (original 1910 version) [complete ballet] (9)".

The search results can be refined by using the Discover bar on the right hand side of the page. Use the categories to reduce the number of results, especially for a broad or popular term.

**PITTSBURGH SYMPHONY ORCHESTRA**  
MANFRED HONECK, MUSIC DIRECTOR

Home Pittsburgh Symphony Archives / Search

### Search

All of Archive

Now showing items 1-10 of 150

**Firebird: Suite (Edition Unknown)**  
Steinberg, William; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1957-04-22)

**Firebird: Suite (Edition Unknown)**  
Steinberg, William; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1957-03-24)

**BROWSE**

- All of Archive
- Communities & Collections

**DISCOVER**

- Date Issued**
  - 2000 - 2016 (68)
  - 1900 - 1999 (82)
- Title**
  - Suite from The Firebird (1919 revision) (97)
  - Suite from The Firebird (1945 revision) (11)
  - The Firebird, (original 1910 version) [complete ballet] (9)

The Type of Resource category in the Discover bar can help narrow results based on the type of media: image, sound recording, program, etc.

**Firebird: Suite (Edition Unknown)**  
Johanos, Donald; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1962-03-25)

**Firebird: Suite (Edition Unknown)**  
Reiner, Fritz; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1946-01-13)

**Firebird: Suite (Edition Unknown)**  
Reiner, Fritz; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1945-02-18)

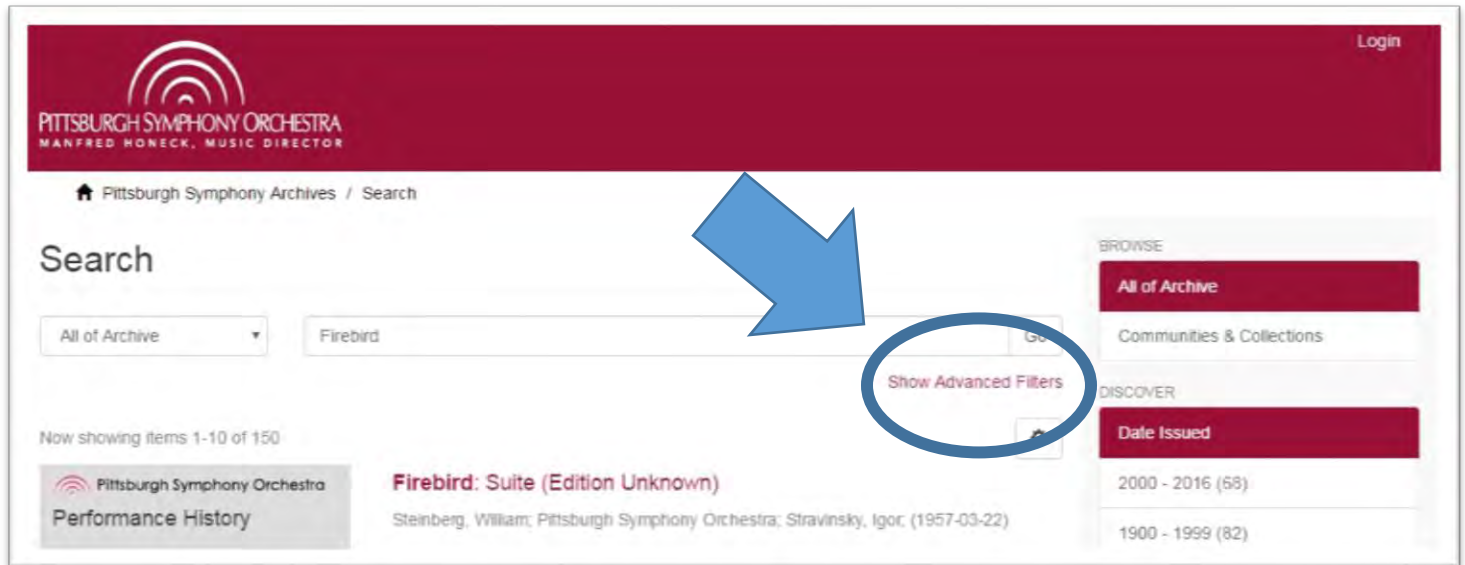
**Type of Resource**

- The Firebird: Remix/Response (4)
- Berceuse and Finale from the Suite from The Firebird (1919 revision) (1)
- Performance History (149)
- Sound Recording (1)

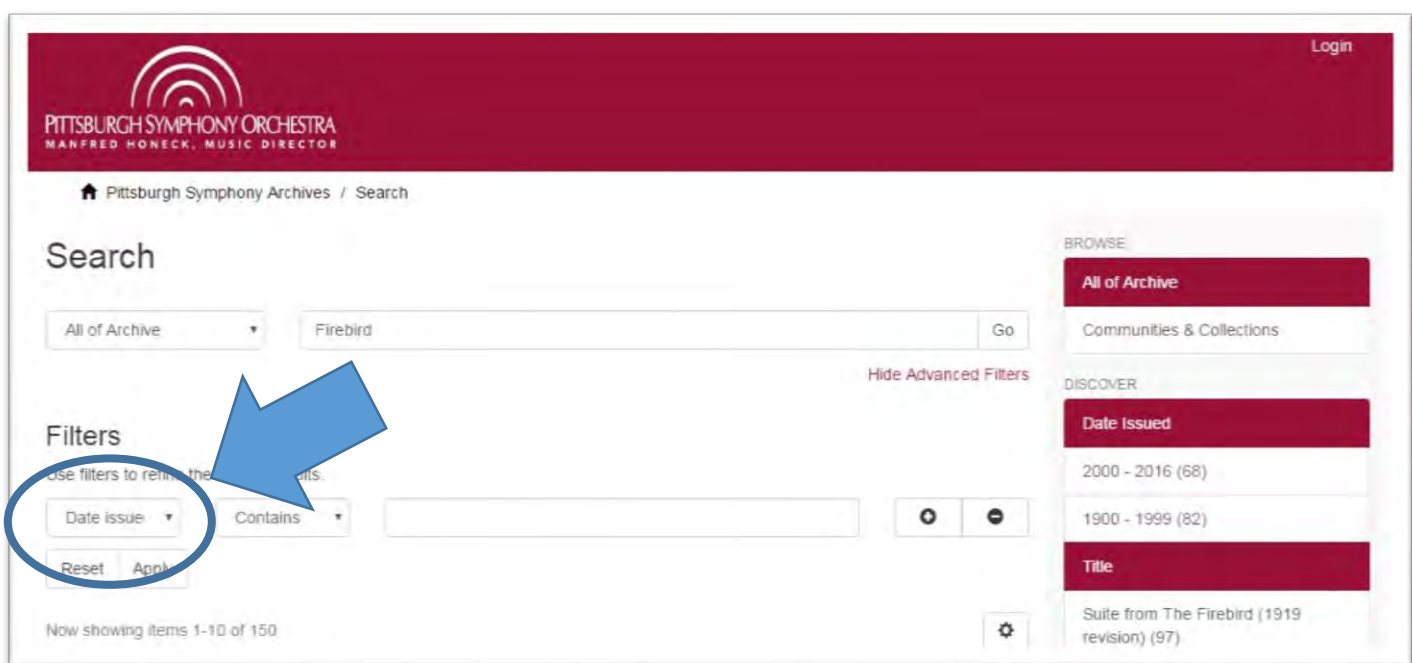
**Season**

- 1986-87 Season (16)
- 2010-11 Season (14)
- 1999-00 Season (12)

Another way to refine search results is by using “Show Advanced Filters” under the search bar on the results page.



Using the dropdown menu on the far left, select a category. Date issued and Temporal Coverage (for circa or date ranges) can help narrow down or reorder results.



Type the date in the Filter Search bar. Be sure to click APPLY to start the filter.

**PITTSBURGH SYMPHONY ORCHESTRA**  
MANFRED HONECK, MUSIC DIRECTOR

Pittsburgh Symphony Archives / Search

### Search

All of Archive Firebird Go

Hide Advanced Filters

### Filters

Use filters to refine the search results.

Date issue ▾ Contains ▾ 1997 + -

Reset Apply

Now showing items 1-10 of 150

**BROWSE**

- All of Archive
- Communities & Collections

**DISCOVER**

- Date Issued
- 2000 - 2016 (68)
- 1900 - 1999 (82)
- Title
- Suite from The Firebird (1919 revision) (97)

## The results after applying a date filter:

The screenshot shows the Pittsburgh Symphony Archives search interface. At the top, the logo for the Pittsburgh Symphony Orchestra, with Manfred Honeck as Music Director, is displayed. A 'Login' link is in the top right corner. Below the logo, the breadcrumb 'Pittsburgh Symphony Archives / Search' is visible. The search bar contains the term 'Firebird' and a 'Go' button. A dropdown menu is set to 'All of Archive'. A red filter tag for '1997' is shown below the search bar. To the right of the search bar, there is a 'Show Advanced Filters' link and a gear icon. The search results are displayed as a list of three items, each with a 'Pittsburgh Symphony Orchestra Performance History' icon and the title 'Suite from The Firebird (1919 revision)'. The first item is dated (1997-02-09), the second (1997-02-07), and the third (1997-02-08). On the right side, there is a 'BROWSE' section with 'All of Archive' selected, and a 'DISCOVER' section with 'Date Issued' selected. Under 'Date Issued', the filter '1997 (8)' is active. Other filter categories include 'Title', 'Type of Resource', 'Season', 'Conductor', and 'Composer', each with a count of 8 items.

Search

All of Archive Firebird Go

1997

Show Advanced Filters

Now showing items 1-8 of 8

Pittsburgh Symphony Orchestra Performance History

Suite from The Firebird (1919 revision)  
Jansons, Mariss; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1997-02-09)

Pittsburgh Symphony Orchestra Performance History

Suite from The Firebird (1919 revision)  
Jansons, Mariss; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1997-02-07)

Pittsburgh Symphony Orchestra Performance History

Suite from The Firebird (1919 revision)  
Jansons, Mariss; Pittsburgh Symphony Orchestra; Stravinsky, Igor; (1997-02-08)

BROWSE

All of Archive

Communities & Collections

DISCOVER

Date Issued

1997 (8)

Title

Suite from The Firebird (1919 revision) (8)

Type of Resource

Performance History (8)

Season

1996-97 Season (8)

Conductor

Jansons, Mariss (8)

Composer

Stravinsky, Igor (8)

Remember to select the filter category, type the name or search term into the filter search bar, and then click APPLY to begin.

Additional filters can be added to refine results even further by clicking the plus symbol to the right of the search bar. Applied filters appear in red boxes under the search bar. To remove a filter, click X in the red box for that term.

The screenshot shows a search interface with the following elements:

- Search Bar:** Contains a dropdown menu set to "All of Archive", a text input field with "Mozart", and a "Go" button. Below the input field, a red box contains the filter "Maazel" with a small "x" icon to its right. A blue arrow points to this red box.
- Filters Section:** Titled "Filters", it includes the instruction "Use filters to refine the search results." Below this are two rows of filter controls. The first row has a "Conductor" dropdown, a "Contains" dropdown, and a text input field with "Maazel". The second row has a "Date issue" dropdown, a "Contains" dropdown, and a text input field with "1990". To the right of these input fields are two columns of plus (+) and minus (-) icons. A blue arrow points to the plus icon in the second column.
- Right Sidebar:** Contains a "Browse" section with a red header "All of Archive" and a link "Communities & Collections". Below this is a "Discover" section with a red header "Date Issued" and three filter options: "1990 - 2000 (151)", "1980 - 1989 (30)", and "1950 - 1959 (2)". At the bottom of the sidebar is a red header "Title" and a link "Requiem, K. 626 (Beyer) (45)".

Please check the Archives Portal often as more materials and collections are added to the symphony's online archives.

Let us know if you have [feedback](#) on the portal or the quick start guides.