

# Bridgeman Education

## What is Bridgeman Education?

Bridgeman Education makes available the wide range of images in the Bridgeman Art Library digital image database. It spans every period from prehistoric to the present, and covers the visual culture of all civilisations.

## Getting Started

[Access Bridgeman Education here](#). You will need an Open University Computer Username ([OUCU](#)) to use this service. Once logged in you are placed by default in the basic search screen, where you will see a single search box called 'Image search'. This Basic search will generally give you the best results, although the Advanced Search can be useful when searching in certain specific ways (details below).

### Narrowing your search

- To find images described by all your search terms, select 'all' to the right of the word 'Match', above the search box. This is similar to when you use AND to connect search terms and will retrieve two or more terms that appear in the same record. For example **renaissance sculpture**

### Widening your search

- Select 'any' to the right of the word 'Match', to retrieve all records that contain any of your search terms. For example **buonarroti brunelleschi**

### Searching for a phrase

- To find images of the creation of Eve, select 'exact' to the right of the word 'Match' and all images with '**creation of Eve**' in their description will be retrieved. Another way of doing this is to put "**creation of Eve**" in quotes.

### Truncation

- Use an asterisk to find different variations of the same word, for example, **kandinsk\*** will find Kandinsky or Kandinski. The asterisk can represent any number of letters.

### Excluding terms

- To exclude images from a search enter a minus sign in front of the term you wish to exclude, for example, **Picasso -horse\*** will exclude all horse images (where the words horse or horses are used) from your search results

### Words with less than three letters

- Use the 'match exact' option and include at least one other word, for example, **River Po** rather than just Po

## Searching by artist

- Use an asterisk in front of the name to specify you are looking for an artist, for example, **\*grey** .This is useful where the artist's name could also mean something else.

## Searching by nationality

- Use two asterisks in front of the name to specify nationality, for example, **\*\*russian**

## Searching by location

- Use an ampersand in front of the word to search for images held in a particular collection, for example, **@uffizi** or **@british @library**

## Searching by broad subject area

- Click on 'Search indexes' then choose the category you would like to browse, such as movement, period or school, medium, objects or subject. There are further subdivisions within each category. For example, to see images of birds, choose 'Subject', 'Animals' and 'Birds'

## Advanced search

**Warning!** Use the Advanced search only in certain specific circumstances. For most purposes, the Basic search is best. For example:

- The Location search can be used to find works located in a place where the place name could have other meanings, for example, **Reading**. When you select '**Location**' in the drop-down list, you will get an A-Z list of locations, from which you can choose. Alternatively, just enter '**Reading**' in the search box. Note that Location refers to collection or gallery, rather than region or country.
- The Artist search can be used to locate works by an artist whose name could have other meanings, for example, **Black**. Select '**Artist**' from the drop-down list and either select the **Black** you are interested in from the list of artists, or type '**Black**' in the search box.

## Advanced search: adding search terms

- To combine search terms, click on **AND** or **OR** beneath the first search box, and another search box will appear. For example, to see oil paintings by **Claude Monet**, use the **Artist** option to select his name from the drop-down list of artists under '**M**', then click on '**OR**' and in the box that appears type '**oil**', being sure to select '**Medium**' first.
- Note that '**Medium**' refers to the actual materials used, rather than a generic category such as sculpture. For example, to find images of sculpture by **Michelangelo**, you would need to select '**Keywords**' rather than '**Medium**'.

## Advanced search: starting again

- Click on '**Reset**' to do a new search. Not doing this may mean you get error messages when you run a search.

## Viewing and downloading search results

### Results Display

- The images retrieved from your search are displayed as thumbnails, and the default order is in alphabetical order of Artist. You can change the order to Location or Century by clicking into the '**Sort by**' drop-down box.

### Viewing, Printing, Downloading and Emailing Results

- Click on '**enlarge image**' to view it in more detail.
- From this screen, click on '**Zoom**' to focus in on particular features of interest.

### Saving images

- You can create your own slideshow of images you want to save for later, by clicking on '**Add to lightbox**' under the image you are interested in.
- Click on Current Slideshow to view your selections, then on '**Save/Download**'
- Give your slideshow a name, and enter your email address
- Your slideshow will be saved on the Bridgeman servers and you will receive an email confirming that this is the case

### Viewing and downloading your slideshow

- Click on '**Current slideshow**' to view your selections. At this point you have the option to remove particular images from the slideshow or to change the order. You can also add your own notes to accompany the slideshow.
- Click on '**Download**' - you have the option to email the slideshow to yourself or another person, or to download the pictures one by one. The emailed slideshow can take a while to arrive in your inbox, so if you cannot wait, or have file size restrictions on your mail account, it is best to download directly from Bridgeman.
- To download images directly, follow the instructions provided. You can either open the image and use '**File - Save as**', or right click on it and do '**Save target as**'.
- To download the entire slideshow, follow the detailed instructions provided. You will need to download images, captions and slideshow viewer.
- It is possible to view the slideshow online, but it can be very slow to download

### Other Hints

Remember that when searching for images you are relying on the description provided in words for that image, rather than on what the image looks like. You may need to try different search terms to find what you are looking for, for example, dog, hound.

You may need to install flash software on your computer to view downloaded slideshows. **Flash Player** can be downloaded free from the Adobe web site: <http://www.adobe.com/products/flashplayer/>

If in trouble, always refer to the online Help provided by the database itself. This can be found by clicking on '**Using the site**' then on '**How to search**'