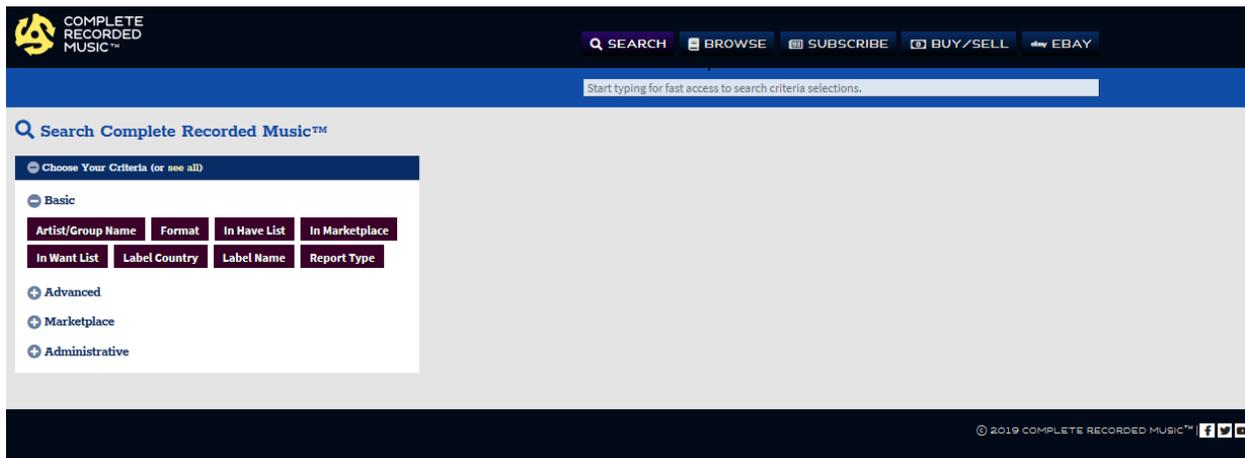


How To Search The Site – Directed Search

The Directed Search allows users to define more specific searches that have access to all the fields on the site through making selections on multiple controls.

At the top of the Home in the main navigation tabs, there is a tab “SEARCH” which will then move the user to the Directed Search options (see [Example 1](#)).

Example 1



There are four (4) categories of search fields:

Basic: These are the most common fields (i.e. Artist, Label, Format, Report Type)

Advanced: More detailed fields available when you know more specifically what you are searching for (i.e. Catalog Number, Album Name, Song Name, Price Guide, Price Guide Value)

Marketplace: More specific fields for the Auction Marketplace (i.e. In Watch List, Seller, Starting Bid)

Administrative: This category of search options is only available to site Administrators and Price Guide Administrators (i.e. Created, Updated, Price Guide Value Updated)

1. Basic Fields

The Basic search fields are available to all site visitors and are comprised of the following fields.

Artist/Group Name: When a user types an artist name, suggestions will be presented after several keystrokes which can then be selected for the search. Once an artist name is selected, the artist may have recorded under other, similar, but closely related groups and/or names. If the artist name selected has “related artists” these will be suggested to the user and can be added to the search individually or collectively. (see [Example 2](#))

Example 2

The screenshot shows the 'Search Complete Recorded Music' interface. The 'Artist/Group' field contains 'Buddy Holly' with a dropdown menu open. The dropdown lists several related artists: 'Buddy Holly and The Three Tunes', 'Buddy Holly and The Crickets', 'Buddy Holly & The Crickets', 'Buddy Holly/The Crickets', 'The Crickets Featuring Buddy Holly', and '+ all of these'. The interface also includes a 'Choose Your Criteria' section with options like 'Basic', 'Advanced', 'Marketplace', and 'Administrative', and a 'SEARCH' button.

Format: The default selection for the format field is all formats are included. If the user wants to limit the search to just one, or several, recording formats, these can be selected by checking the empty boxes in the drop down menu. When a format is selected the check box is filled with a check. (see [Example 3](#))

Example 3

The screenshot shows the 'Search Complete Recorded Music' interface. The 'Format' field is selected, and a dropdown menu is open. The dropdown lists several recording formats with checkboxes: '7" Single', '7" EP', 'Flexi-Disc', '7" Picture Disc', '7" Single - Various Artists', '7" EP - Various Artists', and '12" LP'. The '7" EP' checkbox is checked. The interface also includes a 'Choose Your Criteria' section with options like 'Basic', 'Advanced', 'Marketplace', and 'Administrative', and a 'SEARCH' button.

Label Name and Label Country: This is the Label the item was issued on and the Country in which the item was issued.

When entering a Label Name the user begins typing a Label Name and options that most closely match that input are presented for selection. The user has several options with this input:

No Selection: The user can leave the text typed into the input window without making a specific Label selection. The search will treat this input to return data with labels the begin with and include the input text, like a wildcard input.

One or More Selections Chosen: The user can select one or more Label Names.

If one or more Label Names are selected, the search can then be refined further by selecting one or more Countries for the Labels selected. The default is all Countries are included in the search.

Further still, within each Country one or more specific Label Name Series (see the Glossary for a description of a Label Name Series) can be chosen for the applicable Label Name and Country selections.

An example of the label “Decca” Label is shown in **Example 4**. Here the Country options are modified to show only the Countries that have Decca label entries, and then after the “United States” is selected, one or Label Name Series can be selected from those in the CRM database.

Label Country: The Country field can also be selected without a label name being entered. For example, if a user wants to search for all The Beatles releases in Australia, the Country “Australia” would be selected while leaving the Label Name field empty.

Example 4

The screenshot displays the 'COMPLETE RECORDED MUSIC™' search interface. The top navigation bar includes 'SEARCH', 'BROWSE', 'SUBSCRIBE', and 'BUY/SELL' buttons. Below the navigation bar is a search input field with the placeholder text 'Start typing for fast access to search criteria selections.' The main search area is titled 'Search Complete Recorded Music™' and features a 'Choose Your Criteria (or see all)' dropdown menu. The 'Basic' criteria section is expanded, showing buttons for 'Artist/Group Name', 'Format', 'In Have List', 'In Marketplace', 'In Want List', 'Label Country', 'Label Name', and 'Report Type'. The 'Label' section is active, showing a 'Name' field with 'Decca' entered and a 'Country' dropdown menu. The 'Country' dropdown is open, displaying a list of countries: Philippines (PHL), South Africa (ZAF), Sweden (SWE), United Kingdom (GBR), and United States (USA). The 'United States (USA)' option is selected. Below the country list, the 'Decca (United States) Label Name Series' section is visible, listing several series with checkboxes:

- Decca (USA) [US 78s/45s: 46000-46407 Country Series]
- Decca (USA) [US 78s/45s: 48000-48331 R&B Series (194_-1955)]
- Decca (USA) [US 78s/45s: 23000-25505 (1936-1952)]
- Decca (USA) [US 45s: 25506-25763 (1961-1971)]
- Decca (USA) [US 78s/45s: 27000-33057 (1950-1973)]
- Decca (USA) [US 45s: 34000 Series (1962-1975)]
- Decca (USA) [default]

 The 'SEARCH' and 'Start Over' buttons are visible at the bottom right of the search area.

Report Type: There are four primary report types available to view the results of a search and they can be chosen prior to running a report as shown in **Example 5**.

Example 5

The screenshot shows the 'Search Complete Recorded Music' interface. At the top, there are navigation buttons for SEARCH, BROWSE, SUBSCRIBE, and BUY/SELL. Below the search bar, there are two main sections: 'Choose Your Criteria (or see all)' and 'Report Type'. The 'Report Type' section is currently active and shows three radio button options: 'Artist/Group' (selected), 'Label', and 'Number Series'. Below these, there are options for 'View' (Table/List selected, Figure/Gallery) and 'Sort' (End Date+Time selected, Ascending). The 'Choose Your Criteria' section shows a 'Basic' tab with buttons for 'Artist/Group Name', 'Format', 'In Marketplace', 'Label Country', 'Label Name', and 'Report Type'. There are also expandable sections for 'Advanced' and 'Marketplace'.

Artist/Group: This is the default report and the primary grouping by **Artist** then by:

- Format
- Country
- Label Name
- Catalog Number
- Package Element
- Major Version Number
- Minor Version Number

Label: This report option has the primary grouping by **Label** then by:

- Format
- Country
- Label Name
- Catalog Number
- Package Element
- Major Version Number
- Minor Version Number

Number Series: This report option has the primary grouping by **Label Number Series** then by:

- Catalog Number
- Package Element
- Major Version Number
- Minor Version Number

Marketplace: This is a special report that focused exclusively on **Marketplace** listings and integrates key Marketplace fields and displays the Active Marketplace listings initially sorted by the Ending Date/Time showing the item ending soonest at the first listing.

The Marketplace report column headings are active controls and can be used to modify by sort order of the listings. The following field are shown in the report.

- Ending Date and Time
- Starting Date and Time
- Listing Name
- Watch Item Indicator – User can select to Watch or Unwatch a listing
- Seller Name
- Seller Rating
- Seller Country
- Bids Placed – Number of Bids placed
- Snipe Bid Indicator – User can see if Snipe Bids have been placed for the listing
- High Bid
- Reserve – Indicates if the auction has a Reserve and the amount
- Buy Now – Indicates if the auction has a Buy It Now option
- Payment – Indicates the payment options the Seller will accept
- Shipping – Indicates any shipping restrictions the Seller has indicated

Report Navigation: There are several controls available for Navigating a report once it has been displayed. The first two are the Report Format and the Items Per Page can be modified with two sets of controls that appear at the top of the report on the right side as shown in Example 6.

The default report is the Artist report with 25 items per page. Selected a different number of products per page will re-run the report using the selection.

Likewise, the Report Format icons (these are shortcuts to the Report Type search field) will re-run the report with the new format when selected. Using your mouse, you can hover over the icons and a definition of the item will be displayed at the top of the web page.

Example 6



In Have List: This search field is very powerful as it allows a registered user who has entered their collection onto the site to search within their collection to see what they own, and review the details of their collection such as condition, price paid, when acquired, location, estimated value and other details.

While all the detailed information about an item a registered user can enter is optional, it is private and not shared with others on the site, only the count of users reporting they own a particular item is public, but all other information, including who owns an item, is private.

The item details that can be tracked are as follows:

Condition (Visual): A list of predefined conditions is provided

Not graded=		Not Graded
SS	=	Still sealed
M	=	Mint
M-	=	Mint minus
VG++	=	Very Good ++
VG+	=	Very Good +
VG	=	Very Good
VG-	=	Very Good -
G+	=	Good +
G	=	Good
P	=	Poor

Condition Notes: While the Condition grade provides an indication of the overall condition of the item the Condition Notes field provides a place to note specific nuances that can't be fully captured in a single grade. This field is a text field and provides xxxx characters.

Defects:

- Warp – affects play
- Warp – not affect play
- Writing on label(s)
- Sticker on label
- Sticker stain(s)/residue on label(s)
- Tape on label
- Wring wear on sleeve
- Tear on label or sleeve
- Ink stamp on label
- Writing on sleeve/cover
- Sticker on cover
- Sticker stain(s)/residue on cover(s)

Tape on sleeve/cover
Ink stamp on sleeve/cover

Group: This field allows an item to be paired with another item (for example: a record can be paired with a cover, or sleeve or obi)

Listing: Need to add a field to display if a Have is in a listing

Public Accounting: Need to remove this field.

Estimated Value: This field allows the user to put in an estimated value for the item.

Paid Value: This field allows the user to identify the amount they paid for the item (perhaps allow to be set at the group level).

Acquired: This field allows the user to identify the date the item was acquired.

Category/Subcategory: A user may place the items they have in categories and sub-categories. These can be extremely useful when managing a collection, managing business inventory, or managing consignment items as custom categories can be created to fit the user's needs and, once established, these categories can be used in searches. An example is as follows:

Category: Collection (All)
Sub-Category: Beatles
Sub-Category: Surf
Category: Inventory (All)
Sub-Category: Owned
Sub-Category: Consignment – Bob
Sub-Category: Consignment – Carol

Location: The physical location of an item can be recorded so it can be located easily.

In Want List: This search field is most useful to a registered user who has entered their want list onto the site and can search within their want list to see what they are seeking. Sellers will also find this useful as seeing the number of users wanting a particular item can be an indication of potential demand.

In Marketplace: Focusing a search on the just items listed for sale is easy to do with this search field. The default is to look at items that are either in an active listing or in a completed listing. The user has the option of refining the search further by looking at only items in currently active listings or only items in completed listings.

2. Advanced Fields

Album Name: The title of the Album.

Artist/Group Country: This is the Country from which the Artist or Group is from. This field allows the user to focus a search on artists from one or several specific countries.

Bootlegged: This field identifies items that have been reproduced or bootlegged where these unlicensed issues were made to look identical to the original issues. Original records that have been reproduced or bootlegged are noted with a “B” in between the Estimated Value and the Year of issue.

Catalog Number: This field has a number of criteria for focusing a search on the catalog number and/or the prefix and/or suffix:

Match(es): A specific catalog number(s) (up to 6) can be selected

Range of catalog numbers can be selected:

Minimum catalog number

Maximum catalog number

Prefix

Suffix

Comped: Identifies if a song on the item has been Comped

Estimated Value: This search criteria will only be available to a user who is subscribed to at least one price guide. This field is the estimated value of an item and allows the user to focus a search on the value of item. The search criteria include the option to set a minimum or maximum value or a range.

In addition there are several estimated value fields that are text fields, they are:

unk (Unkown Value) – some very rare or very obscure items may not have any known sales and in these unusual cases the estimated value is shown as “unk”

neg (Negotiable Value) – occasionally an item has sold for wildly different amounts, and “Neg” issued along with a more detailed note to indicate the range that the record has sold

nom (Nominal Value) – sometimes an item, or element of the package an item was issued in, may have very little value (less than \$1). In these cases the value will be shown as “nom”.

To help give some context to value the user can place the mouse point on the value and a pop-up window will appear to give the user additional information on the value, when it was last updated and any notes, especially if the value is “Unknown” or “Negotiable”.

First Letter

Genre/Sub-Genre

Grade

Has Images

Instrumental

Key Word/Phrase

Major Version Code

Minor Version Code

Number Series Name

Number Series Country

Pressing Plant:

Price Guide

Product Type

Radio Show

Release Year

Song Name

Song Rating

Soundtrack

3. Marketplace Fields

4. Administrative Fields

A. Search Results

Example 1

Step 1: As you type in your search criteria, a set of search results (see [Example 2](#) below) begins to appear that shows the most prominent results along with the number of times each result appears in the CRM database.

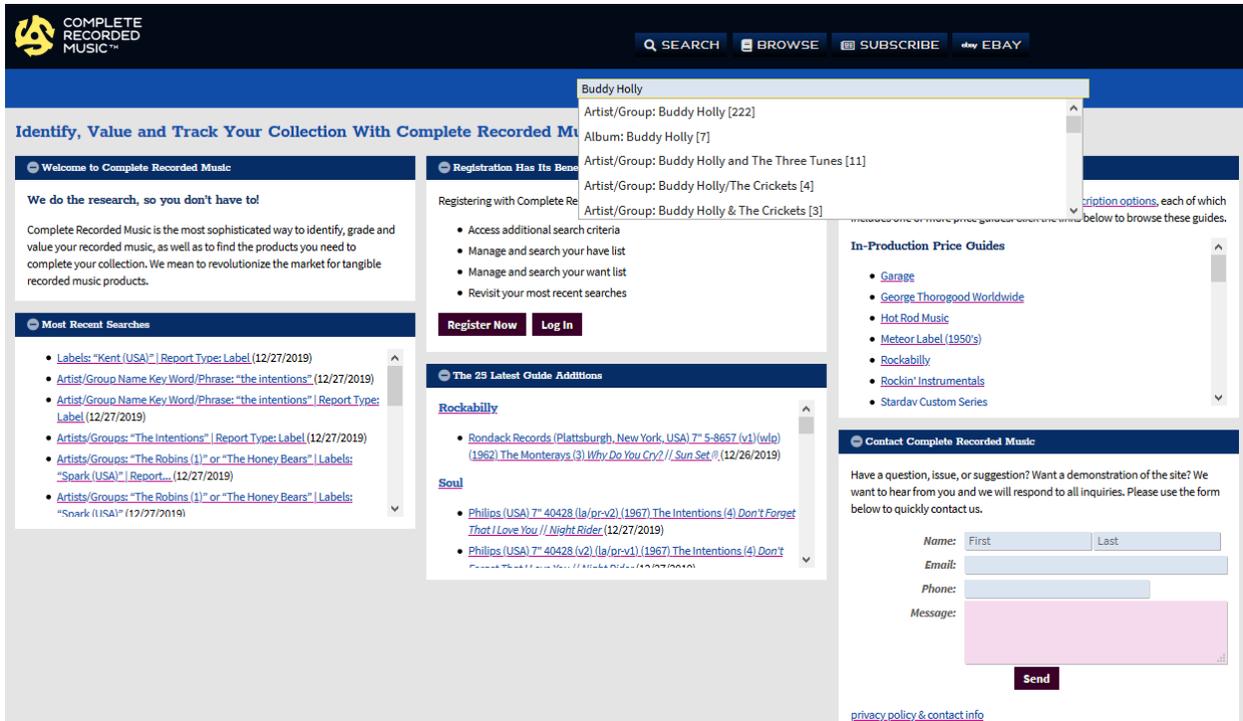
In this example, we started with “Buddy Holly” and it gave us options for:

Artist/Group: Buddy Holly

Album: Buddy Holly

Plus numerous other possibilities with other Buddy Holly artist variations

Example 2



Step 2: As options appear in the window, select a criteria you want to use for your search by clicking on it to select it.

Step 3: After selecting your criteria, hit “GO” to launch your search (see **Example 3**), or;

Example 3

The screenshot displays the Complete Recorded Music website interface. At the top, there is a navigation bar with the logo and links for SEARCH, BROWSE, SUBSCRIBE, and EBAY. Below this is a search bar with the text "Start typing for fast access to search criteria selections." and a search button labeled "GO". The search results show "Song: Peggy Sue" and "Artist/Group: Buddy Holly".

The main content area is titled "Identify, Value and Track Your Collection With Complete Recorded Music" and is divided into three columns:

- Welcome to Complete Recorded Music:** A section titled "We do the research, so you don't have to!" explaining the service's purpose. Below it is a "Most Recent Searches" list with items like "Labels: 'Kent (USA)' | Report Type: Label (12/27/2019)".
- Registration Has Its Benefits:** A section titled "Registering with Complete Recorded Music provides benefits including:" with a list of benefits: "Access additional search criteria", "Manage and search your have list", "Manage and search your want list", and "Revisit your most recent searches". It includes "Register Now" and "Log In" buttons.
- Price Guides:** A section titled "Complete Recorded Music offers an array of subscription options, each of which includes one or more price guides. Click the links below to browse these guides." It lists "In-Production Price Guides" such as "Garage", "George Thorogood Worldwide", "Hot Rod Music", "Meteor Label (1950's)", "Rockabilly", "Rockin' Instrumentals", and "Starline Custom Series".

At the bottom right, there is a "Contact Complete Recorded Music" form with fields for Name (First and Last), Email, Phone, and Message, and a "Send" button.

Step 4: You may add additional criteria by entering them into the selection window, and clicking on the additional criteria to add them to your search, then hit "GO" (see **Example 3**)

Once you have selected at least one criteria, the search limits the data for additional search criteria based on your initial selection. This is done to speed up searches and eliminate searches that will not have any results.