Discover how to browse bibliographic records, authority files, and local holdings records in WorldShare Record Manager.

**Browse authority files using an index**

1. From the Data Type drop-down list, select **Authority Records**.
2. From the Scope drop-down list, select the **authority file** you wish to browse (e.g., **LC - Browse**).
3. From the Index drop-down list, select an **index**. For a list of all indexes, see Record Manager: Authorities Guide.
4. Based on the index you selected, enter your **search terms** in the Term(s) text field. The text field will expand to fit your search terms, if needed.
5. Click **Search**. In the search results, you will not only see the specific terms for which you searched ((marker), but also the surrounding terms. Click an **index term** to view the associated records.

**Browse bibliographic records using an index**

1. From the Data Type drop-down list, select **Bibliographic Records**.
2. From the Scope drop-down list, select **All WorldCat - Browse**.
3. From the Index drop-down list, select an **index**. See Searching WorldCat Indexes for more information on available indexes.
4. Based on the index you selected, enter your **search terms** in the Term(s) text field. The text field will expand to fit your search terms, if needed.
5. Click **Search**. In the search results, you will not only see the specific term for which you searched (marker), but also the surrounding terms. Click an **index term** to view the associated records.

**Browse local holdings records (LHRs) using a call number**

1. From the Data Type drop-down list, select **Local Holdings Records**.
2. From the Scope drop-down list, select **My LHRs - Browse**.
3. Enter a **call number** in the Term(s) text field. The text field will expand to fit your search terms, if needed.
4. Click **Search**. The search results will be displayed in a table with the following columns:
   - **Call Number**
     - The closest result match, whether an exact match or not, is identified by the location icon (marker).
     - Click a **call number** to view the local holdings record.
   - **Bibliographic Information**
     - If a call number returns a single item, the entire 852 field from the LHR is displayed below the title.
• Click a title to view the parent bibliographic record.