



# Searching the UK Archives Network and the National Archives

## What is A2A?

A2A allows you to search and browse for information across detailed catalogues dating from the eighth century to the present day from around 400 repositories in England and Wales beyond The National Archives at Kew . These archives are cared for in local record offices and libraries, universities, museums and national and specialist institutions across England and Wales, where they are made available to the public. The database is regularly updated, so revisit often for newly-included catalogues!

There are no digitized documents at the site, but you may arrange to see or to obtain copies of genuine historical documents.

### Accessing the A2A Database and the National Archives Database

- Go to <u>http://www.a2a.org.uk/</u>
- Click on "**search these catalogs**" to search the A2A databases or click on "**Global Search**" to search the A2A database plus the other resources available at the National Archives.
- Fill in the fields on the form and press **<enter>** or click on the **Search** button.

	Welcome to A2A	
	Welcome to AZA	
	The A2A database contains catalogues describing archives held locally Wales and dating from the eighth century to the present of	in England and Jay.
	Click the Search button to search these catalogues	
	A2A does not yet offer a full description of <i>all</i> local archives but it is reg so <b>revisit often</b> for newly-included catalogues!	gularly updated,
	Or try a Global Search of A2A with 10 other resources based at	: TNA
Search		
Standard Search Type a word or exact phrase i the left hand side of the page	into the box and click Search - you can also scroll to use the other options available below, or use the links o . Use help links for more information on each option.	Search window for A2A.
Keyword (or phrase)	search	
Location of Archives	all \$	
English Region or Wales	s all ¢	
Dates of Archives Find descriptions of archives dated Find descriptions of archives dated	between the years: and for a specific year:	
Dates of Catalogues Search only in catalogues added to	A2A since: 2001 - June 🗢	

#### (UK) National Archives Search

Advanced search		Q, Se
	Search The National Archives and details of records held e	lsewhere
Keyword(s)	Search >	
Search tip	Welcome to the search page for The National Archives. Most of yo documents held in The National Archives or in other archives. The fully worked-out information on topics such as Victorian Britain or a look at our <u>exhibitions</u> and our <u>education resources</u> .	our hits will be catalogue descriptions of historical se documents are the primary sources for research, the Crimean War. If you wanted this kind of material,
	More search tips Frequently asked questions	
The search	results will appear.	
John?} Pickens of St. Hill	ary, labouring	
Date: 1806.	Source: Access to Archives (A2A): not kept at The National Archives	UK National Archives Results
Online Document PRC	DB 11/83	Click on blue link (words in blue th
Will of John Picken , Yeon	nan of Maer, Staffordshire	are underlined) to see more
Date: 1594.		information.
	Source: DocumentsOnline (images of documents from The National Archives)	
Devon Record Office	48/27/40a-c	
ST. CLEER. (a) Receipt fro Mary Bayly of Polligenna ( £30, part of £80 fine due f	om Edward Dennys to John Picken for £40, part of £80 fine due, for the lease by St. Cleer. 10 October, 1696. (b) Receipt from Edward Dennys to John Picken for or the lease	
Date range: 1696 - 1698.		
	Source: Access to Archives (A2A): not kent at The National Archives	

• For the A2A database, there will be a listing and then the number of hits in that database. Click on the **hits** link to see the information found.

163 catalogues were found to match <b>John Stuart</b> Shown below are catalogues 1 to 25 (of 163)		
		next
Royal Society: Catalogue of the papers of Sir John Frederick William Herschel FRS (1792-1871) [JH/A/697 - JH/A/976]	1801-1939	20 hit(s)
West Sussex Record Office: Additional Manuscripts, Catalogue 30	1360-1981	<u>17 hit(s)</u>
Sheffield Archives: Wharncliffe Muniments [Wh M/1 - Wh M/636]	1360-1933	<u>10 hit(s)</u>
Manchester Archives and Local Studies: Papers of Millicent Garrett Fawcett	1610-1931	<u>5 hit(s)</u>
Corporation of London Records Office: Corporation of London [COL/CSD/HO - COL/CCS/SO]	1545-1996	<u>5 hit(s)</u>
Warwickshire County Record Office: Feilding family of Newnham Paddox [CR 2017/C1 - CR 2017/C328]	1536-1829	4 hit(s)
Hull University, Brynmor Jones Library: Speech Attributed to John Stuart Mill	1825-1825	4 hit(s)
Shropshire Archives: Messrs. Morgans, Solicitors, Ludlow	1619-1986	4 hit(s)
City of Westminster Archives Centre: Book of letters concerning the painting of a portrait of John Stuart Mill by G F Watts and its subsequent bequest by Sir Charles Wentworth Dilke M.P. to Westminster City Council	1872-1906	<u>4 hit(s)</u>
Internet zone		

# Search Tips for Searching the UK National Archives

- 1. The most relevant hits with all your words will be shown first. Relevance ranking looks at exact phrase matches, the number of occurrences of all your words and proximity.
- 2. Your first results will be exact phrase matches, followed by hits containing all your words.

3. To find exact phrases only, surround your words with double quotation marks, for example "Crown jewels".

4. You do not have to type AND between words. By default we return hits that contain all your words, but don't use + or - signs.

5. If you want to, you can still use AND, NOT, OR, NEAR (Boolean searching).

6. To combine a Boolean search with a phrase, you must use double quotation marks for the phrase. For example "Prince of Orange" AND marriage.

7. To investigate your results by subject, use the links to the left of your main results: choose All Subjects to see the full list of results by subject.

8. For date searching, go to Advanced search. (Quick Search does not search all dates.)

9. Too many or too few results? Try Advanced search or consult our Research Guides

10. If you know we have some records but can't find them through searching, you may need to browse The National Archives Catalogue

#### Advanced search tips

1. You can select searches for all words, any words and exact phrase.

- 2. You can use AND, NOT, OR, NEAR (Boolean searching), but don't use + or signs.
- 3. You need to use quotation marks round exact phrases but not round single words.
- 4. You can narrow your search by:
  - A. Date searching
  - B. Restricting the search to one or more subject areas. For example, searching for:
    - a) a common term (a naval ship called: City of Oxford tick Armed Services). Remember not to type HMS as most entries do not use it.
    - b) a word with several meanings (relief: you can tick the subjects Tax, International or Health and welfare)
- 5. You can use a combination of all of these techniques.
- 6. Still too many or too few results? Consult our Research Guides
- 7. If you know we have some records but can't find them through searching, you may need to browse The National Archives Catalogue

#### Subject categories

We have assigned thousands of collections (not individual documents) to subject categories. As some collections contain information on many subjects, some documents may appear in an odd category.

#### Excluded data

Several other resources are not searchable from here, such as the Census websites, the Manorial Documents Register and the Hospital Records Database.

#### Alternative search terms

Many catalogue entries use the spelling of surnames or places as given in the original documents. *Try using asterisks instead of vowels*. J\*nk\*ns will find Jenkyns, Jenkens, Jeynkyns as well as Jenkins; M\*nster will find Munster, Münster and monster.

Forenames are often abbreviated: William may be Wm or Willm, Elizabeth may be Eliz or Elizth. These have been automatically expanded in your list of results, if the abbreviation is next to a surname.

Abbreviations not next to surnames have been left as they are, so you may need to search again using any abbreviations you have picked up. For example:

Wm. and Elizth., the two children of Thos. {Thomas?} Whittington.

Think about nicknames as well – Billy or Betsy (not as likely as abbreviations of the formal name, but still possible). Next steps

## Viewing the National Archives Documents Online

If you want to look at the actual documents, follow these steps:

- 1. Find out which archive they are held in by clicking through.
- 2. If it is not The National Archives, please contact the holder of the records, or check out their own website.
- 3. If it is The National Archives DocumentsOnline, images of these documents can be seen online for a small fee (and free from our Reading Rooms).
- 4. If it is in The National Archives Catalogue, you need to access the original another way. You can choose to buy a copy, come to see the document, or pay for research.