

INSTRUCTIONS FOR SEARCHING THE NEWYORK-PRESBYTERIAN/WEILL CORNELL MEDICAL CENTER **IMAGE DATABASE**

Medical Center Archives of NewYork-Presbyterian/Weill Cornell photograph collection contains more than 13,000 images of persons, buildings, events, and activities that are associated with the medical center and the institutions that preceded it.

Two image databases are available for users. The internal database is only available to employees of Weill Cornell Medical College or NewYork-Presbyterian/Weill Cornell. This database has images dating from early 19th century-present time. The external database is available to everyone on the Internet and only has images up to 1976.

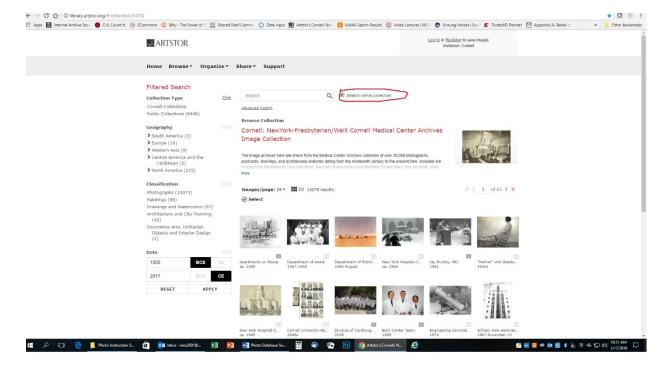
This guide will explain how to search the database.

How to Search Database

Visit http://library.weill.cornell.edu/archives/image-collections

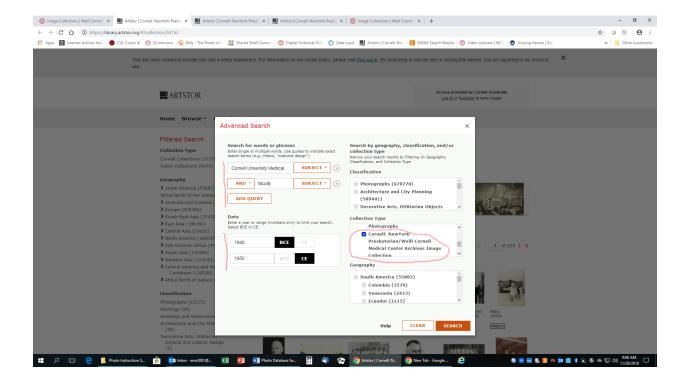
Click on the desire database.

When the site opens, check the box next to search box that says search within collection or search within results Type search term in box.

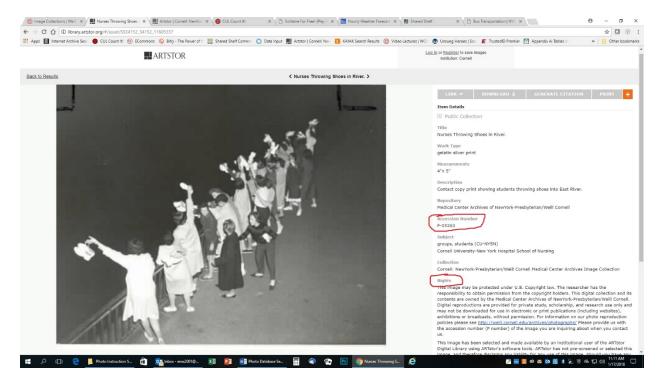


Advance Search

For more options click on the Advance Search box. There you can search multiple fields and add date fields. Type in your search terms in the query boxes and select field from the drop down menu. Be sure to select the archives collection in the collection box at the right. Our collection is Cornell: NewYork-Presbyterian/Weill Cornell Medical Center Image Collection.



After the search results come up, click on the image to bring up the metadata and image. In the metadata box, please note the accession number (P number) that is needed for ordering the image. Please also note the rights field, which has important information about the copyright status of the image.



How to Order Images

Visit http://library.weill.cornell.edu/archives/image-collections and download the photo order and relevant permission forms.

For internal users email us the form or send to box 34.

For external users send the forms along with your payment to:

Medical Center Archives, 1300 York Avenue, #34, New York, NY 10065

Questions: contact the archives at email-archives@med.cornell.edu or call 746-6072.