



**Need to help the public find archives for their research? Involved with answering enquiries? Seeking material to illustrate a group visit or exhibition?**

**CASCAT – Cumbria Archive Service Catalogue - is the first place to look – and has been revamped so it is easier to use, and returns better search results.**

- Please familiarise yourselves with the new site and content: <http://www.archiveweb.cumbria.gov.uk/CalmView/default.aspx> or follow the link from **Catalogues** on CAS website
- Have a go searching for catalogues, and navigating through them: learn how to click open a catalogue and see the hierarchical catalogue arrangement, and then navigate back up
- Become familiar with the 2 ways of searching (the help pages tell you more). By selecting **Advanced Search** you can be very precise in your enquiry, including restricting to 1 Archives Centre and/or specifying reference number, collection title, date, and collection level
- Or use the simple search box – the white box near the top right hand side – where you can simply enter the word/s you want (this searches *title* and *description* fields only). Remember - this will look for all words you have entered in any place. If you want to search for Carlisle United, enter double quotation marks, "Carlisle United", or you will find all records that contain Carlisle and United somewhere!
- Look out for place and person name results at the bottom of many catalogue entries: try following these through to see how these index terms link to other documents on the same place or person
- Look up the various pages of help from the left hand grey menu to find out more about searching and browsing – if you take 10 minutes to read through them all you will be an expert!
- Bear in mind new content will regularly be added – it will be generated from data entered into CALM , and we will update catalogue descriptions weekly
- You may be asked about particular collections if your Archives has highlighted a 'New Collection' or has an image on the front page – so take a regular look at them. These sections will be changed on a monthly basis, and your office manager might ask you to suggest the content. What would your users be interested in?!



The screenshot shows the CASCAT website interface. At the top, there is a navigation bar with tabs for Home, Advanced Search, New collections, and Image Gallery. Below the navigation bar, there is a search bar and a 'Text only' button. The main content area features a 'Welcome to CASCAT' section with a description of the catalogue and a 'What's new: October 2011' section with two featured items: 'Fire Engine Egremont, c.1924' and 'Bransty Arch c.1900'. The left sidebar contains a menu with links for 'About the catalogue', 'FAQs', 'Useful links', 'Help me start searching', 'Advanced searching', 'How do I browse the catalogue?', 'What is in CASCAT?', 'Glossary', and 'Contact us/feedback'.

***Newly improved catalogue - please take a look and get to know it!***

*It's important you know what's there, and what's where!*



# The Guide – new online support for CASCAT



CASCAT searching has been enhanced by providing a *Collection Guide*, where explanatory information and links are organised by collection type for the whole service.

Please take time to become familiar with the *Guide*: some users prefer to seek information by collection type (eg 'I'm looking for *Quarter Sessions records*'), and in some case you may want to know more, or find an easier link to collections in your sister Archives.

It is important you know what's there, and what's where!

[www.cumbria.gov.uk/archives/Online\\_catalogues/default.asp](http://www.cumbria.gov.uk/archives/Online_catalogues/default.asp)

### More about the Guide:

- This is a web version of the previously unpublished CAS 'Guide'
- It gives the most detailed overview of our holdings across the 4 Archives in once place
- It provide links so searchers can click straight to the relevant parts of the catalogue (CASCAT)
- Collections are organised into sub-sections – click into them to see more

*If you know of a collection that we haven't linked to, shout out!*

### Nationalised Industries: British Steel

#### British Steel Corporation, CORUS and predecessor companies

British Steel Corporation came into being in 1967, with the nationalisation of the United Steel Works. Workington were initially a part of the Midland Group, but in 1970 became a part of the Tees Corporation, which they remained until British Steel became part of CORUS in the 1990s. The companies in and around Workington since 1856, although many only operated for a few years. Companies - the Workington Iron Company, the Harrington Iron and Coal Company, the Moss Company and the Workington operation of Cammell, Laird and Company - amalgamated to form the Steel Company. This became a branch of the Sheffield based United Steel Companies in 1919. The Iron Company joining them in 1922.

Other records of local steelmaking may of course be deposited with the Archive Service and below, it would also be advisable to conduct other 'free text' searches of our online catalogue.

Although British Steel originated as a nationalised industry, records of nationalised industries are technically held as public records. British Steel was later converted to a public limited company and privatised in 1988.

#### Online catalogues of records of company and predecessor companies:

[British Steel/CORUS](#)

[United Steel Companies](#)

[Workington Iron and Steel Company](#)

[Harrington Iron and Coal Company](#)

[Charles Cammell & Company Limited and the Derwent Iron Company](#)



- **New sections will follow –**
- **Businesses, Solicitors, Hospitals**
- **to name a few**

- **BUT** many of our key collections remain unedited in CALM or are still only accessible on A2A. This means some links will take users back out to A2A, whilst others will display decidedly 'ropey' CALM entries in CASCAT. This means the work most of you are undertaking to edit A2A data and to input more content (catalogue entries and images) is more valuable than ever – because more people can see it, more easily!

*It's important you know what's there, and what's where!*