How to Set Up Bases and Filters in the Web OPAC
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1 Overview

Rather than retrieving all the records in a particular physical database (usm01, exu01, and so on,) you may want to limit/filter the records retrieved to those in a particular location, in a particular format, in a particular language, and so on.

Such limiting may be either a base/catalog, a post-filter, or a search-time filter.

1. With a **base/catalog**, the user selects a particular base/catalog before starting the search.
2. With a **post-filter**, the user takes the results of the search and then selects a location, format, etc., by which to limit them.
3. With a **search-time filter**, the filter options are included on a Boolean search screen in addition to the regular search-term boxes.

There is nothing preventing you from implementing locations, formats, and so on, in two of these three ways --or in all of them-- if you so desire.

2 Bases and Catalogs

With a base or catalog, the user selects a particular base/catalog before starting the search. Normally users will, by default, be put into a particular base from which they are ready to search. You, of course, want this default base to be the one which patrons will most commonly want to use. When other bases or catalogs besides the default are defined, the user will click on a “Catalogs” or “Change database” option. Example:

**McGill MUSE**

<table>
<thead>
<tr>
<th>Browse</th>
<th>Keyword</th>
<th>Results</th>
<th>History</th>
<th>Basket</th>
<th>Catalogues</th>
</tr>
</thead>
</table>

which, when selected, takes them to a database/catalog selection screen. The advantage to defining a particular filter as base is that the user does not need to reselect the filter for each search they do. The selection applies to all of the searches they do until they select a different base. Bases/catalogs should be defined when users are likely to want to do multiple consecutive searches using the same filter.

The alephe/tab/tab_base.lng table (UTIL Y/3) is used to specify bases/catalogs. Any keyword/Boolean search which can be performed through the Find/Search function can be the basis of a catalog. The filtering criteria are specified in column 9 of the tab_base.lng entry. (For detailed information on tab_base.lng, consult the Database Management Guide, section UTIL Y/3.)

This is what the tab_base entry for a physical database looks like:

```
! 1 2 3 4 5 6 7 8 9
!!!!!!!!!!!!!!!!!!!!-t-!!!!!!!!!!!!!!!!!!!!-t-!!!!-t-!!!!-t-!!!!-t-!!!!> 
EXU01 Ex Libris U Complete EXU01 USM01 EXU01 N
```
Column 9 is empty; no filtering criteria are specified. Note that the xxx01 entries (that is, the entries for physical databases) must always have column 9 empty.

2.1 Excluding Suppressed Records

Almost all sites will want to have the catalog(s) which the public uses exclude suppressed records and possibly substandard, “fast-cat” records. (Note: In earlier versions STA$$aDeleted records were indexed. In 15.2 and later, they are not and there is no longer any need for including “wst=deleted” in the filter). This is accomplished with a specification like this:

```
1 2 3 4 5 6 7 8 9
EEU01PUB Ex Libris University EEU01 USM01 EEU01 All documents not (wst=suppressed or wst=circ-created)
```

“wst” is an index or “heading code” which is specified in xxx01/tab/tab00.lng as an index on the STA field:

```
11 W STA##  B1   WRD   WST
```

(The STA field looks like this:

```
STA $$aSUPPRESSED
STA $$aCIRC-CREATED
```

and so on, and is found in the bibliographic record.)

2.2 Locations as Bases

The tab_base entries for bases/catalogs which are filtered by sublibrary might look like this:

```
1 2 3 4 5 6 7 8 9
EEU01PUB Ex Libris University EEU01 USM01 EEU01 All documents not (wst=suppressed or wst=circ-created)
```

What you specify for the code will depend on what indexes you have defined in tab11. If you have defined a single WCL with both the sublibrary and collection then you can use that:

```
1 2 3 4 5 6 7 8 9 10 11 12
EEU01PUB Ex Libris University EEU01 USM01 EEU01 All documents not (wst=suppressed or wst=circ-created)
```

If you have defined separate sublibrary and collection indexes:

```
PST## bc 03 WCL
PST## b 03 WSL
PST## c 03 WCL
```

then you can use the WSC and/or WSL.
2.3 Formats as Bases

The tab_base entries for bases/catalogs which are filtered by format might look like this (using the wfm index, built on the FMT field):

```
1 2 3 4 5 6 7 8 9
SERIALS Serial USM01 USM01 Y wfm=SE
BOOKS Books USM01 USM01 Y wfm=BK
```

Or like this (using the wtp index, built on the TYP field):

```
1 2 3 4 5 6 7 8 9
EXU_SER EXU Serials Catalog SER EXU01 USM01 EXU01 Y WTP=Serial
```

Note:
The FMT field is a physical field which is stored in the bib record. The TYP field is a virtual field generated by expand_doc_type. It uses the LDR pos. 06,07; 006 field pos. 00; 007 field pos. 00, 01; and 008 pos. 23 to arrive at more detailed formats than those specified in the FMT field. To index on it you need to have a WORD expand_doc_type tab_type_config entry in the xxx01/tab/tab_expand. See also Section 4.2 below.

3 Post-Filters

Note:
Instead of, or in addition to, post-filters, you may want to implement Search-time filters. These are when the filter appears as an option on a regular search screen. (See Section 4 below.)

Post-filters are when you include the sublibraries, formats, and so on, which you want to filter on in the alephe/www_f lng/short-filter. This is the screen which displays when you are in a Brief list / Results list and click on the “Filter” or “Limit” option which appears in the “… Save/Mail / Create subset / Add to Basket / Rank / Refine / Filter” options at the top right of the Results List / index screen.
In this mode, the user does a search and then selects a location, format, etc., by which to limit them. For an example, see http://aleph.mcgill.ca/F or http://lib4.nd.edu/ALEPH.

**Post-filters should be used when you want users to be able to filter the results of any kind of search** (Simple Keyword, Advanced Keyword, Browse). If they are likely to be doing many consecutive searches using this filter, you should consider making it a **Base** (see Section 2 above).

Post-filters are set up using the alephe/www_f_lng/short-filter. (For English, the www_f_eng/short-filter).

### 3.1 Locations as Post-Filters

For example, you might have locations as post-filters: adding this to ./alephe/www_f_lng/short-filter:

```html
<include>short-filter-location
```

And then creating a ./short-filter-location file:

```html
<div class="limitbox">
<h3>Limit by Location</h3>
<form method="get" action="&server_f" class="searchform">
<div>
<input type="hidden" name="func" value="find-a" />
<input type="hidden" name="find_code" value="SET" />
<input type="hidden" name="request" value="0100" />
<input type="hidden" name="request_op" value="and" />
<input type="hidden" name="find_code" value="WCL" />
<select name="request">
<option value="" selected="selected">Select a location</option>
<option value="birk">Birks Religious Studies Reading Room</option>
<option value="bldr">Blackader-Lauterman Architecture and Art</option>
<option value="bwood">Blacker Wood Biology</option>
<option value="educ">Education</option>
<option value="gdoc">Government Documents</option>
<option value="hlth">Health Sciences</option>
<option value="mcl">Humanities and Social Sciences</option>
<option value="mcl ref">Humanities and Social Sciences - Reference</option>
<option value="islim">Islamic Studies</option>
<option value="macd">Macdonald Campus</option>
<option value="music">Marvin Duchow Music</option>
<option value="law">Nahum Gelber Law</option>
<option value="osler">Osler History of Medicine</option>
<option value="rbd">Rare Book and Special Collections Division</option>
<option value="rep av">Redpath Audio Visual</option>
<option value="pse">Schulich Library of Science and Engineering</option>
<input type="submit" value=" Limit " />
```
```
What “find_code” you use will depend on the indexes you defined in tab11. See Section 2.2 above for discussion of WSC, WCL, and so on, location indexes.

### 3.2 Material types as Post-Filters

Or, you might have material-types (or formats) as post-filters: adding this to /alephe/www_f_lng/short-filter:

<include>short-filter-material

And then creating a ./short-filter-material file:

```html
<include>short-filter-material
```

### Limit by Type of Material

```html
<form method="get" action="/server_f" class="searchform">
<div>
<input type="hidden" name="func" value="find-a" />
<input type="hidden" name="find_code" value="SET" />
<input type="hidden" name="request" value="$0100" />
<input type="hidden" name="request_op" value="and" />
<input type="hidden" name="find_code" value="WTP" />
<select name="request">
  <option value="" selected="selected">Select a type of material</option>
  <option value="Braille">Braille</option>
  <option value="Computer File">Computer File</option>
  <option value="Database">Database</option>
  <option value="Digital Image">Digital Image</option>
  <option value="Digital Map">Digital Map</option>
  <option value="DVD">DVD</option>
  <option value="eBook">eBook</option>
  <option value="eIndex">eIndex</option>
  <option value="eJournal">eJournal</option>
  <option value="eNewspaper">eNewspaper</option>
  <option value="etc.">
    ...
    <option value="Video">Video</option>
    <option value="Visual">Visual</option>
    <option value="Web Site">Web Site</option>
  </select>
<input type="submit" value="Limit" />
</div>
</form>
```

N.B. <a href="/server_f?func=file&file_name=muse-help-types">More info on the different types of materials</a>

What “find_code” (WFT vs. WTP) you use will depend on the indexes you defined in tab11. For a discussion of the WFT and WTP, see Section 2.3 above.
3.3 Languages as Post-Filters

Or, languages. Add these lines to ./www_f_eng/short-filter:

```html
<input type="submit" value="Limit">
</form>
<br />
</div>
</div>
<div class="limitbox">
<h3>Limit by Language</h3>
<form method="get" action="&server_f" class="searchform">
<div>
<input type="hidden" name="func" value="find-a" />
<input type="hidden" name="find_code" value="SET" />
<input type="hidden" name="request" value="$0100" />
<input type="hidden" name="request_op" value="AND" />
<select name="request">
<option>Select a language</option>
<option value="eng">English</option>
<option value="fre">French</option>
<option value="ara">Arabic</option>
<option value="chi">Chinese</option>
<option value="ger">German</option>
<option value="heb">Hebrew</option>
<option value="ita">Italian</option>
<option value="jpn">Japanese</option>
<option value="lat">Latin</option>
<option value="pol">Polish</option>
<option value="rus">Russian</option>
<option value="spa">Spanish</option>
<option value="alg">Algonquian</option>
<option value="chp">Chipewyan</option>
<option value="cre">Cree</option>
<option value="scr">Croatian</option>
<option value="cze">Czech</option>
<option value="dan">Danish</option>
<option value="dut">Dutch</option>
<option value="grc">Greek, Ancient (to 1453)</option>
<option value="dut">Dutch</option>
<option value="gre">Greek, Modern (1453-)</option>
<option value="hun">Hungarian</option>
<option value="ind">Indonesian</option>
<option value="iku">Inuktitut</option>
<option value="kor">Korean</option>
<option value="mic">Micmac</option>
<option value="moh">Mohawk</option>
<option value="nor">Norwegian</option>
<option value="oji">Ojibwa</option>
<option value="per">Persian</option>
<option value="por">Portuguese</option>
<option value="rum">Romanian</option>
<option value="san">Sanskrit</option>
<option value="swe">Swedish</option>
<option value="tur">Turkish</option>
<option value="ota">Turkish, Ottoman</option>
<option value="ukr">Ukrainian</option>
<option value="urd">Urdu</option>
<select name="yid">
<option value="yid">Yiddish</option>
</select>
<input type="submit" value=" Limit " />
</div>
</form>
<br />
</div>
```
3.4 Other Post-Filters

The alephe/www_a_eng/short_filter comes with some built-in filters:

- Range on data
- Text
- Year
- New records

4 Search-Time Filters

<table>
<thead>
<tr>
<th>Note:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instead of, or in addition to, post-filters, you may want to implement search-time filters. (See Section 3 above.)</td>
</tr>
</tbody>
</table>

Search-time filters are when the filters appear as options in a Keyword search screen. For examples, see the Advanced Search screen at Iowa’s [http://infohawk.uiowa.edu/F](http://infohawk.uiowa.edu/F).

The advantage to this is that the limiting is combined into a one-step process along with the searching. The disadvantage is that it applies only to Keyword searching: You cannot specify for a Browse that the results are to be limited to particular location, etc. That would still need to be done via a post-filter (see Section 3 above).

If users are likely to be doing many consecutive searches using this filter, you should consider making it a Base (see Section 2 above).

Search-time filters are implemented on a Keyword searching screen. Usually the Advanced Keyword Search screen (alephe/www_a_eng/find-a-boolean; see alephe/www_a_eng/find-a-boolean-exu01, for a specific example).

[See also the sample search-time filter screen display at the end of this document.]

4.1 Location Search-Time Filters

For example, you might have locations as search-time filters.

For frameless, the distributed /alephe/www_f_eng/find-include-filter includes a sample "filter_code_4" based on the WSL index:

```html
td class="td2" id="small" valign="top">
  Location:
  <input type="hidden" name="filter_code_4" value="WSL">
</td>
td class="td2" id="small" valign="top">
  <select name="filter_request_4">
    <option value="">all</option>
    <option value="ULINC">Lincoln Library</option>
    <option value="UHLTH">Health Library</option>
    <option value="UEDUC">Archives Library</option>
  </select>
</td>
```
4.2 Format Search-time Filter

You might have formats as search-time filters (with this in alephe/www_a_eng/find-a-boolean-xxx01):

Format:
<input type="hidden" name="filter_code_3" value="WFM">

You could use “WTP” as the “filter_code_3” value here (instead of “WFM”). For a discussion of the WFT and WTP, see Section 2.3 above. See Section 3.2 above for an example of the use of material type (WTP) as a post-filter.
Figure 1 Advanced Search Screen of the University of Iowa's InfoHawk Gateway with Search-Time Filters