

## 3.2 SEARCH WINDOW

The search window is a user interface component, which enables the following:

- searching for objects in different databases:
  - in the Oracle relational database (objects, created with COBISS3 software)
  - in databases from the existing COBISS.SI system
  - in the selected catalogues of other foreign libraries
- selecting of objects for further processing
- viewing properties of found and selected objects
- saving queries

The search window consists of the following elements:

- title bar where you can see the COBISS3 software icon and the word "Search" followed by the name of the class, within which you are searching for objects (when searching for bibliographic records, the name of the database will be displayed in brackets, following the name of the class)
- button for selecting the database (the button is only available in the search window within the **Bibliographic record** and **COBIB.SI** classes):
  - **COBIB.XX** – searching records in the shared bibliographic database
  - **< local database acronym >** – searching bibliographic records in the local database
- button for selecting the search mode:
  - **Expert search** – searching with search prefixes and suffixes as well as logic and context operators
  - **Advanced search** – search by search fields
- field for selecting the attribute according to which the search results will be sorted and checkbox for descending sorting type
- tabs that enable searching in attributes of multiple classes at the same time (available only in the advanced search mode)
- search fields (only available in advanced search mode)
- buttons for selecting additional operators **EMPTY**, **NOT** or **NOTEMPTY** (available only in advanced search mode)
- fields for entering search requests
- expand buttons
- drop-down lists for selecting between the operators **AND** and **OR** (only available in advanced search mode)
- fields for additionally limiting the search: "Limiting" (only available in advanced search mode) and "Scanning"

- buttons for displaying the list of search prefixes and suffixes and limiting suffixes (available expert search mode only)
- button for displaying instructions for scanning
- search buttons
  - **Find** – for finding objects after entering search request
  - **Find all** – for finding all objects
  - **Clear** – deleting search parameters and search results
  - **Last search** – repeating last query
  - **Save query** – saving entered search criteria
- line breaks checkbox
- field for changing the hit list format
- field for selecting previously saved queries
- number of hits
- search results
- buttons:
  - **Select all** – transferring all found objects to the report queue (the button is only available in the search window which opens after selecting the **Class / Send** method)
  - **Select** – selecting one or several objects for further work; the selected objects are transferred to your workspace
  - **Show** – detailed viewing of one or several
  - **Next 10** – transferring the next ten objects to the search results
  - **Next 200** – transferring the next two hundred objects to the search results
  - **Close** for exiting the search window
- message about the options of displaying more search results (e.g. More, End)

You can also open the search window in the *editor* for the selected object, if you press <F3>, but only, if there is more than one object saved in the class, to which the selected object belongs to.

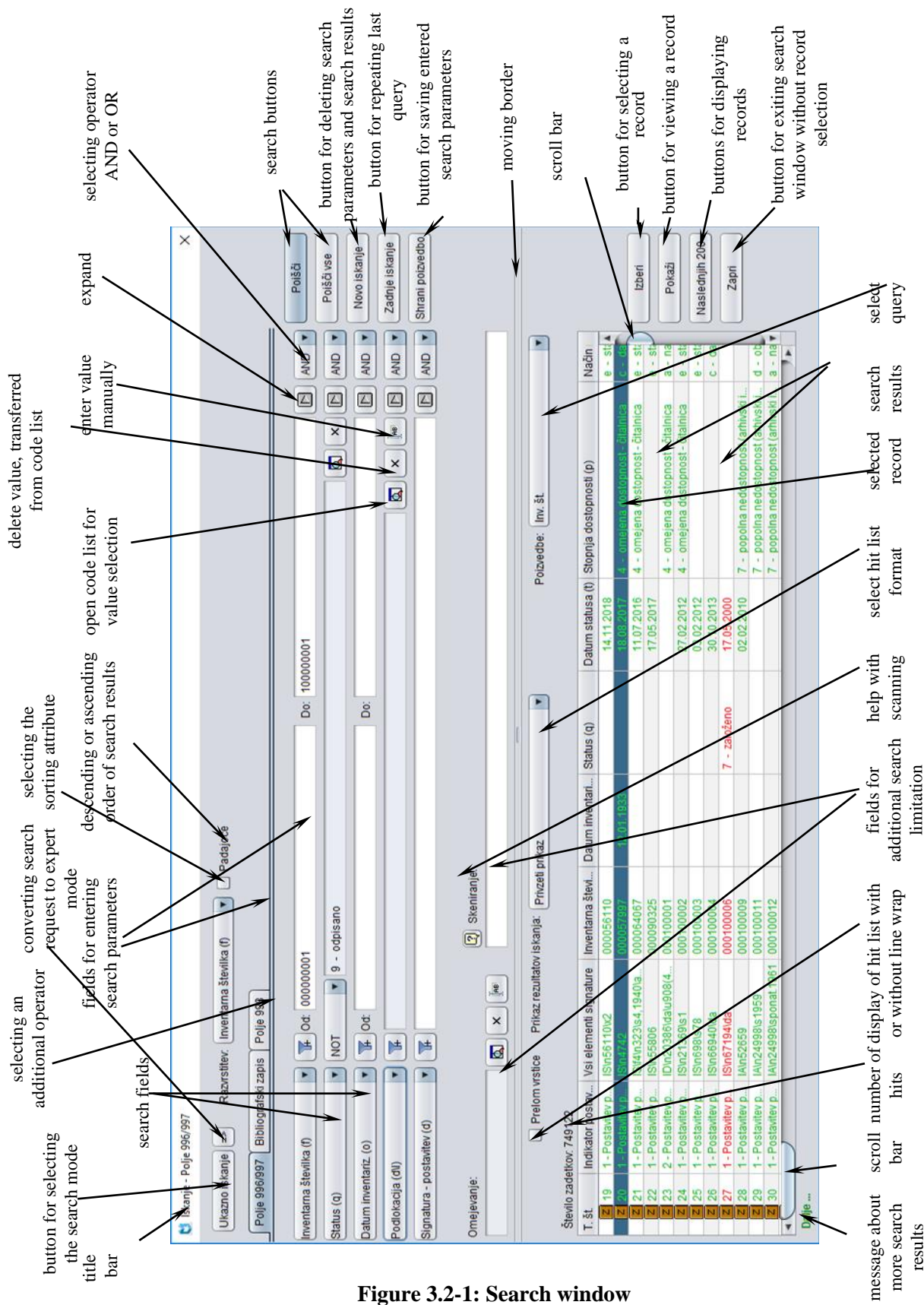


Figure 3.2-1: Search window