

AFO 157 - Indexing documents

157.1 Introduction

In AFO 157 bibliographic indexes can be built or rebuilt. When you choose this AFO a list of defined indexing profiles is shown:

No.	Profile name	Comment	Index types	Specified indexes
1	ArticleRemoval	Used after SET3 mechanism chang	Only basic index	Index19,Fulltitle
2	CIMorg		Basic indexes an	All indexes from database: Community Information (7)
3	Frates only		Basic indexes an	Frates
4	Index1	all words index for database 2	Basic indexes an	Index1
5	Index19		Basic indexes an	Index19
6	Index2		Basic indexes an	Index2
7	Index2vsqa		Only permuted in	Index2
8	Index4		Basic indexes an	Index4
9	Index5		Basic indexes an	Index5
10	Index6		Basic indexes an	Index6
11	Index7		Basic indexes an	Index7
12	Index8		Basic indexes an	Index8
13	LCCN		Basic indexes an	Lccn
14	MARC21 authors		Basic indexes an	Authorbib
15	Marc21 Fulltitle		Basic indexes an	Fulltitle
16	NewDb2		Basic indexes an	All indexes from database: Vubis Smart database (2)
17	NewDb6Marc21		Basic indexes an	All indexes from database: Bibliographic database (6)
18	Permuted2		Only permuted in	All indexes from database: Vubis Smart database (2)
19	Permuted6		Only permuted in	All indexes from database: Bibliographic database (6)
20	Rentry4		Only basic index	Rentry4
21	Rentry6		Only basic index	Rentry6
22	RestrictDb6		Only basic index	Rlanguage6,Rlocation6,Rmaterial6,Ryear6
23	RestrictLang2		Only basic index	Rlanguage2
24	RestrictOther		Only basic index	Rentry2,Rlocation2,Rmaterial2,Rpages2,Rprice2,Rrectype2,Rsublocation2,Rlanguage2
25	RestrictPartial2		Only basic index	Rpartial2
26	RestrictPartial4		Only basic index	Rpartial4
27	Rloc2		Only basic index	Rlocation2
28	Rpages6		Basic indexes an	Rpages6
29	Rrectype2		Only basic index	Rrectype2
30	Rsubloc2		Only basic index	Rsublocation2

Options on the screen

New profile: use this option to create a new profile. See section 157.1.1.

View/modify profile: select a profile and then this option to view/modify the details. See section 157.1.1.

Delete profile: select a profile and then this option to delete the selected profile. The system asks for confirmation.

Copy profile: select a profile and then this option to create a new profile based on the settings of the selected profile.

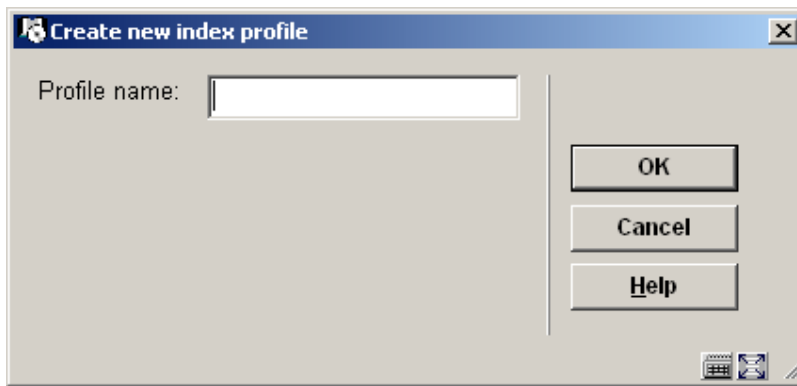
Execute profile: select a profile and then this option to start the indexing. See section 157.1.2.

Overview executed profiles: with this option you can view a list of previous indexing runs. See section 157.1.3.

Rebuild shelfmark index: with this option you can rebuild the shelfmark index. See section 157.1.4.

157.1.1 New profile, view/modify profile

New profile: use this option to create a new profile. After selecting this option the following input form is presented:



The image shows a dialog box titled "Create new index profile". It has a standard Windows-style title bar with a close button (X) in the top right corner. The main area of the dialog is light gray. On the left side, there is a label "Profile name:" followed by a white text input field. On the right side, there are three buttons stacked vertically: "OK", "Cancel", and "Help". The "Help" button has a small underlined 'H'. In the bottom right corner of the dialog, there are two small icons: a keyboard icon and a mouse icon.

Enter a unique profile name and click **OK**, the following input form is displayed:

Fields on the screen

Profile name: protected field, once assigned a profile name cannot be changed.

Comments (optional): to denote what the profile is for.

Delete from indexes: if this box is checked, the process removes index terms. In combination with the savelist option it is therefore possible to remove certain records from indexes.

Select indexes or 1 complete database: Select the index(es) or database(s) you want to process by moving them to the right hand side.

Type of indexing: you can choose 'basic' and optionally add 'permuted'. Basic will index the terms as found in the records. 'Permuted' applies "fuzzy logic". This means that if a title contains "NETHERLANDS", 'basic' will index the string "NETHERLANDS", and 'permuted' will also index strings such as "NEHTERLANDS" or "NETEHLANDS". Usually you will select both options.

Run on savelist: this option enables you to re-index only a previously made selection of records.

Process from record to record: this allows you to specify a range of records to be indexed.

Process file in reverse order: this allows you to start indexing at the highest record number instead of the lowest. The advantage is that during the indexing process the most recent titles will be available for searching first.

Rebuild Partial Index information before indexing: this is of course only relevant if you use partial indexes. For each record information on the relevant partial indexes is stored first. Re-indexing of partial indexes is only possible with a complete re-indexation, not with the re-building of one or more separate indexes.

Index also authorities: this parameter ensures that the authority records linked to a bibliographic record will also be indexed.

Indexing will take place in: indexing takes place in determines the namespace where the index must be stored. In the dropdown list you can usually see a namespace with 'Current' in brackets after it, this is the one you would normally choose. If you wish to index in another namespace, please contact Infor.

After finish move the indexes to the 'Indexes' namespace?: this parameter allows you, in combination with the previous one, to build indexes in a different namespace and only move them to the production namespace once the indexes are completed. The advantage of this is that the old indexes will remain available until the new ones are ready.

Stop after ... errors (per index): this is the error margin that is applied during the indexing process. Due to inconsistencies in the configuration errors may occur during indexing. It is not useful to force indexing of thousands of records, so set this margin at 100.

Store records with errors in savelist: this allows you to create a savelist with the error messages which you can later retrieve and check.

After completing the form the new profile will be displayed in the list of defined profiles. You can delete a profile without negative consequences; a profile only says something about the building of an index, it does not contain the index itself.

View/modify profile: select a profile and then this option to view/modify the details. See above for an explanation of all the fields on this form.

157.1.2 Execute profile

Execute profile: select a profile and then this option to start the indexing. You will be presented with the following input form:

Indexing profile

Profile name:

Comments:

Delete from indexes

Select indexes or 1 complete database

<input type="checkbox"/> Database Background data <input type="checkbox"/> Database Bibliographic dat <input type="checkbox"/> Database Community Infor <input type="checkbox"/> Database New2.4.2 databa <input type="checkbox"/> Database Test database Ff <input type="checkbox"/> Database Test Smart Area <input type="checkbox"/> Database UniMarc/B [4] <input type="checkbox"/> Database Vubis Smart dat <input type="checkbox"/> Database Workfile area [10	<input type="checkbox"/> M21 UDC [M21udc]
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Type of indexing

- Basic
- Permuted

Run on savelist:

Process from record to record:

Process file in reverse order:

Rebuild Partial Index information before indexing?

Index also authorities?

Indexing will take place in

After finish move the indexes to the 'Indexes' namespace?

Stop after ... errors (per index)

Store records with errors in savelist:

See section 157.1.1 for an explanation of all fields.

Click **OK** after completing the form above and the following message will appear:

Vubis Smart

I will completely delete and re-index the following indexes (Basic indexes and permuted indexes)

Database 2: All words

Indexing will take place in VSQAPREV

Store records with errors in savelist: ERRORS001

Stop after ... errors (per index): 100

Comments: all words index for database 2

Note:

When starting the build of an index, the existing version of that index will be deleted.

After acknowledging this window you will be offered the standard input screen for running processes. You have the choice between 'online' (not recommended), "in batch" or "in memory". With the last option you can schedule the indexing at a specific time. bear in mind the time the indexing process will take in relation to other scheduled jobs on the system like booting for backups (which would interrupt the indexing).

When you re-start an interrupted indexing process a message will be shown that this process was interrupted. You will be offered the option to continue at the point where the interruption took place or to start again at the beginning.

157.1.3 Overview executed profiles

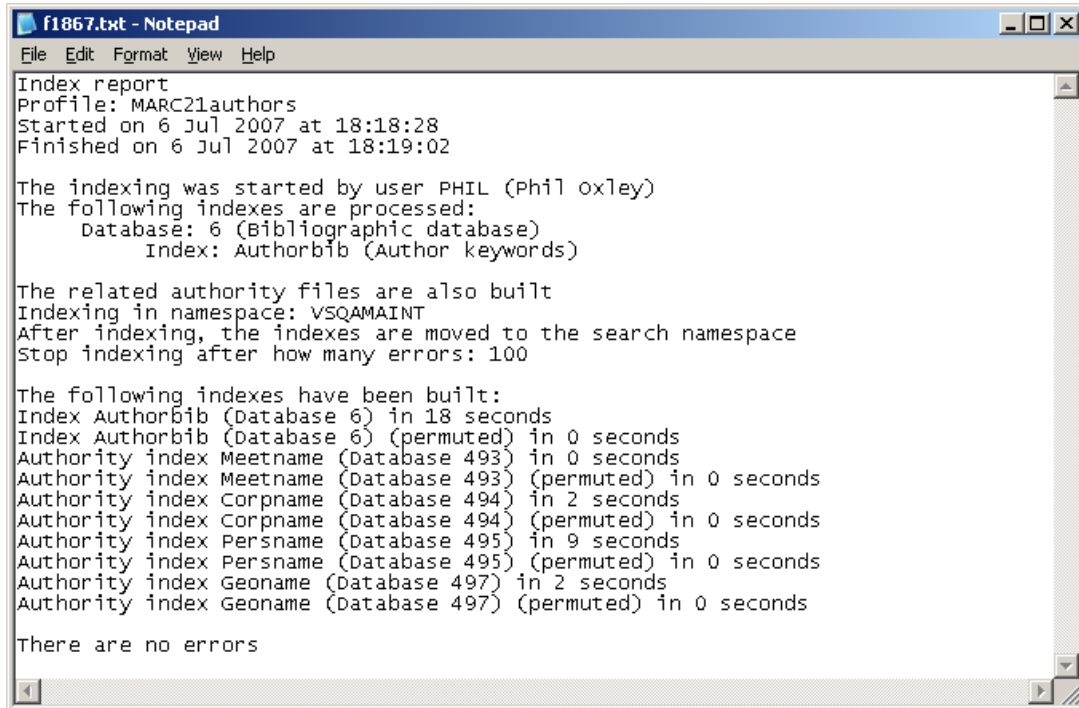
Overview executed profiles: with this option you can view a list of previous indexing runs. An overview screen will be displayed:

No.	Start time	Index profile	Status	End time
1	11 Oct 2007 15:57:19	rloc6	Finished	11 Oct 2007 15:57:30
2	10 Oct 2007 19:41:52	rloc6	Finished	10 Oct 2007 19:42:02
3	10 Oct 2007 19:28:27	rloc6	Finished	10 Oct 2007 19:28:37
4	10 Oct 2007 19:19:01	rloc6	Finished	10 Oct 2007 19:19:11
5	10 Oct 2007 18:28:42	partials for M21	Finished	10 Oct 2007 18:28:53
6	10 Oct 2007 18:27:05	partials for M21	Finished	10 Oct 2007 18:27:15
7	10 Oct 2007 18:01:58	partials for M21	Finished	10 Oct 2007 18:02:10
8	10 Oct 2007 17:53:50	RestrictDb6	Finished	10 Oct 2007 17:54:27
9	26 Sep 2007 21:22:34	AFO 152 : Autbkbd	Stopped	-
10	26 Sep 2007 21:22:34	AFO 152 : Index5	Busy	-
11	10 Sep 2007 16:50:20	uindex2	Finished	10 Sep 2007 16:50:45
12	17 Aug 2007 16:52:16	Rpages6	Finished	17 Aug 2007 16:52:27
13	15 Aug 2007 21:45:34	Index1	Finished	15 Aug 2007 21:50:46
14	15 Aug 2007 17:21:48	Uindex06	Finished	15 Aug 2007 17:22:12
15	14 Aug 2007 21:49:27	Index1	Finished	14 Aug 2007 21:50:21
16	14 Aug 2007 15:52:38	Uindex06	Finished	14 Aug 2007 15:52:58
17	14 Aug 2007 15:49:19	Uindex06	Finished	14 Aug 2007 15:49:41
18	14 Aug 2007 15:26:52	Uindex06	Finished	14 Aug 2007 15:27:14
19	26 Jul 2007 15:46:48	RestrictPartial4	Finished	26 Jul 2007 15:46:56
20	26 Jul 2007 15:46:25	RestrictPartial4	Not started	-
21	26 Jul 2007 15:45:46	RestrictPartial2	Finished	26 Jul 2007 15:45:57
22	13 Jul 2007 16:07:59	Test587	Finished	13 Jul 2007 16:08:01
23	06 Jul 2007 18:20:08	Subjectbib	Finished	06 Jul 2007 18:21:00
24	06 Jul 2007 18:18:28	MARC21authors	Finished	06 Jul 2007 18:19:02
25	26 Jun 2007 20:18:34	Index5	Finished	26 Jun 2007 20:18:52
26	26 Jun 2007 19:08:49	Subjectbib	Finished	26 Jun 2007 19:09:40
27	26 Jun 2007 19:07:33	subjperm	Finished	26 Jun 2007 19:07:35
28	26 Jun 2007 18:54:48	NewDb6Marc21	Finished	26 Jun 2007 19:02:10
29	21 Jun 2007 20:25:26	Ryear2	Finished	21 Jun 2007 20:25:34
30	21 Jun 2007 20:20:24	Ryear2	Finished	21 Jun 2007 20:20:33

The display is in inverse chronological order of execution. The status can be "Busy", "Finished", "Not started" or "Stopped".

Options on the screen

Execution details: Select a line and then this option for more details. A report will be displayed in a separate Window, for example:



```
f1867.txt - Notepad
File Edit Format View Help
Index report
Profile: MARC21authors
Started on 6 Jul 2007 at 18:18:28
Finished on 6 Jul 2007 at 18:19:02

The indexing was started by user PHIL (Phil oxley)
The following indexes are processed:
  Database: 6 (Bibliographic database)
  Index: Authorbib (Author keywords)

The related authority files are also built
Indexing in namespace: VSQAMAIN
After indexing, the indexes are moved to the search namespace
Stop indexing after how many errors: 100

The following indexes have been built:
Index Authorbib (Database 6) in 18 seconds
Index Authorbib (Database 6) (permuted) in 0 seconds
Authority index Meetname (Database 493) in 0 seconds
Authority index Meetname (Database 493) (permuted) in 0 seconds
Authority index Corpname (Database 494) in 2 seconds
Authority index Corpname (Database 494) (permuted) in 0 seconds
Authority index Persname (Database 495) in 9 seconds
Authority index Persname (Database 495) (permuted) in 0 seconds
Authority index Geoname (Database 497) in 2 seconds
Authority index Geoname (Database 497) (permuted) in 0 seconds

There are no errors
```

Delete: Select a line and then this option to delete it from the display and the history log. This does not influence the indexing itself.

Refresh: Use this option to refresh the current display.

157.1.4 Rebuild shelfmark index

This is a separate option because the Shelfmark index cannot be defined as a bibliographic index (like the others here). In the normal course of things, there is no reason to rebuild this index. But it may be necessary after loading records with shelfmark information. Using this option will clear out the Shelfmark index (searchable only on the 2nd tab of AFO111 in the special index section) and rebuild it for the entire database.

Rebuild shelfmark index: with this option you can rebuild the shelfmark index. After selecting this option an input form will be displayed:



Select the appropriate database and click **OK**. After this the standard screen for scheduling processes will be displayed.

- **Document control - Change History**

Version	Date	Change description	Author
1.0	unknown	Creation Delivered as part of build 17 set	
2.0	November 2007	major textual overhaul; replaced all screen shots due to new/revised options + explanations for these options; added info on indexing reports and rebuilding shelfmark index delivered as part of 2.4.2.4 updates	