How to Add a New Index

Releases 12.2 and Later

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Ex Libris

Follow these steps to create a new index:

Step 1: Define the Index

1. Decide which type of index you are creating: Direct index, Words (Find), or Headings (Browse).

2. Add the Index to tab00.*lng*

   Look at xxx01/tab/**tab00**.*lng* and decide on a 3-letter code for the new index.

   (Make sure the code is not already in use.)

   Note:
   Although the code can be up to 5 characters, by convention it is usually only 3 characters.

   If the index is a **Direct** index, specify "IND" for the index type.

   If the index is a **Headings** index, specify "ACC" for the index type.

   If the index is a **Words** index, find the next "W-nnn" value and use that for the index type.

   Consult the **Database Management Guide** (UTIL G/1/00) for other parameters.

   Sample entries:

   ```
   !   2     3    4 5  6  7 8  9     10    11
   !-!!!!!-!!!!!-!-!!-!!-!-!-!!!!-!!!!!-!!!!!!!!!!!!!!!!!!!
   H ISBN  IND     21 00     0000      ISBN
   H AUT   ACC     01 00     0000      Authors
   H WAU   W-003      00     0003      W-authors
   ```

Step 2: Assign Fields to the Index

1. Add the Index to tab11

   Include the code you specified in tab00.*lng* in the entry for each field in xxx01/tab/**tab11** which you want to have sent to this index.

   If the field you are indexing is a **new** field, then see the related document, "How To Add a New Field".

   If you specified "IND" in tab00, put the entry in the "I" section of tab11.

   If you specified "ACC", put the entry in the "A" section.

If you specified "W-nnn", put the entry in the "W" section.

Consult the **Database Management Guide** (UTIL G/1/11) for other parameters. Note that the "W" entries have a different format than the "A" and "I" entries:

W format:

```
!A)2   3       4                        5            6 7    9    10
!!-!-!!!!!-!-!!!!!!!!!!-!!!!!!!!!!!!!!!!!!!!!!-!!-!-!-!!!--!!!--!!!-
>
11 W 100##              -6                   01     WRD  WAU
```

A/I/R format:
```
!B)2   3   4     5       6              7           8 9 10
!!-!-!!!!!-!-!!!!!!!!!!-!!!!-!!!!!!!!!!!!!!!!!!!!-!-!-!!!!!
11 A 100##             AUT   -e46
11 I 020              ISBN  az
```

Note that the index codes can be up to 5 characters. In the W format, column 9, each of the codes has 5 spaces allocated for it. If, as is commonly the case, the codes are just 3 characters, they must have **2** spaces between them.
(If they do not, **none** of them will index.)

Step 3: Miscellaneous

1. Add Headings code to edit_field.*lng* (optional)

If you created a Headings index, you may want to have the display text appear in an edited form.

For instance, for subject headings, insert "--" in front of the subdivisions (sub-fields x, y, and z). This is done in *xxx*01/tab/**edit_field.*lng*** (**UTIL I/1**).

For detailed information on edit_field, consult the **Database Management Guide**, section UTIL I/1.

2. Add the Index to pc_tab_sear.*lng*

If you want the index to be searchable through the GUI OPAC client, then add it to *xxx*01/tab/**pc_tab_sear.*lng*** (UTIL L/3/a).

If it is a **Headings** index, include it in the "SC" (Scan) section.

If it is a **Words** index, include it in the "FI" (Find) section.

If it is a **Direct** index, include it in the "IN" section.

3. Add the Index to pc_tab_find.*lng* or pc_tab_scan.*lng*

If you want a **Words** index to be searchable in the "mini-find" client of the administrative modules (Items, Circulation, Acquisitions, Serials client), then add it to pc_tab_find.*lng* (UTIL L/3/b).

If you want a **Words** index to be searchable in the "mini-find" client of the Cataloging module, then add it to the pc_tab_find.*lng* table of the $data_root/pc_tab/catalog directory.

Note that after making changes to any of the tables of the catalog directory ($data_root/pc_tab/catalog), the cataloging tables must be repackaged. The cataloging tables are repackaged by performing UTIL M/7.

If you want a **Headings** index to be searchable in the "mini-find" client of the administrative modules (Items, Circulation, Acquisitions, Serials client), then add it to pc_tab_scan.*lng* (UTIL L/3/c).

If you want a **Headings** index to be searchable in the "mini-find" client of the Cataloging module, then add it to the pc_tab_scan.*lng* table of the $data_root/pc_tab/catalog directory.

Note that after making changes to any of the tables of the catalog directory ($data_root/pc_tab/catalog), the cataloging tables must be repackaged. The cataloging tables are repackaged by performing UTIL M/7.

(Note that the mini-scan is available only in versions 12.4 and later.)

A **Direct** index can be added to either the mini-find or the mini-scan.

4. Add the Index to the Web Include files

If you want the index to be searchable on the Web:

For a **Headings** index, add the index to www_a_*lng*/scan-include-2-*xxx01*.

For a **Words** index, add the index to www_a_*lng*/find-x-include-*xxx01*.

5. Test the indexing

Before running the full index, you may want to test whether online updates index properly. To do this, you must stop/start the ue_01 process (UTIL E) for the *xxx*01 library in which the update is occurring (to make it use the new tab11).

6. Run the Index Job

For a **Direct** index, run p_manage_05.

For a **Headings** index, run p_manage_02.

For a **Words** index, run p_manage_01.

(Note that on large databases, these indexes take a number of hours to run.)

Related Documents

There are three related documents which can be consulted and which complement this document:

- How To Index Virtual Fields

- How To Use Location Expands

- How to Understand Headings: Filing Routines, Character Conversion and Normalization".