



Lotus Domino® Application



## GeoCom® Library

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webOPAC manual

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## 1 Introduction

The webOPAC database is an extension to the application "GeoCom® Library" and provides an interface for library access via web browsers (e.g. Microsoft Internet Explorer, Mozilla Firefox etc.).

The database itself contains no searchable data, but is used only for configuration and as user interface.

Configuration of search options can be done by administrators using a Notes client. Invoking the search form and starting search tasks could be done via browser interface.

The search form can be used to select a data source (one or more databases) and to type in search queries. Search queries are processed on the server and results are sent back to the browser as dynamic HTML pages.

### 1.1 Technical Requirements

The webOPAC database requires a Domino 6.5 or 7 Server. Additionally, the HTTP task has to be started to enable for automatic conversion of Notes documents into HTML pages. All related databases have to be full text indexed.

Supported browsers include Microsoft Internet Explorer version 5.5 and Mozilla Firefox version 1.0 or higher.

### 1.2 Installation of webOPAC Database for Notes Administrators

To install the database on your Lotus Notes workspace just follow these steps:

First select from menu

#### **File – Database – Open**

Select the server on which the database resides and select the proper file (webOPAC). Now click on the button "**add symbol**".

The new symbol will be added to your Notes workspace .

### 1.3 Opening the Database webOPAC

To open the database double-click your mouse on the symbol on your Notes-workspace.

➡ **INFO:** To leave the database and return to your Lotus Notes desktop press "**Esc**".

## 2 Database Configuration

Access rights for administrators and users have to be set prior to the first use of the webOPAC database. Furthermore the source databases have to be defined in which the library data resides. Selection options that will be provided to the users and the overall appearance of the search form can be defined, too.

### 2.1 Access Rights

Access rights have to be set for administrators to enable database configuration and for users to enable database research.

#### 2.1.1 Access rights for Librarians

To enable users to change the database configuration, the role [Admin] has to be activated for librarians (respectively for the personnel responsible for the configuration). Also, they need at least "Editor" access to the database.

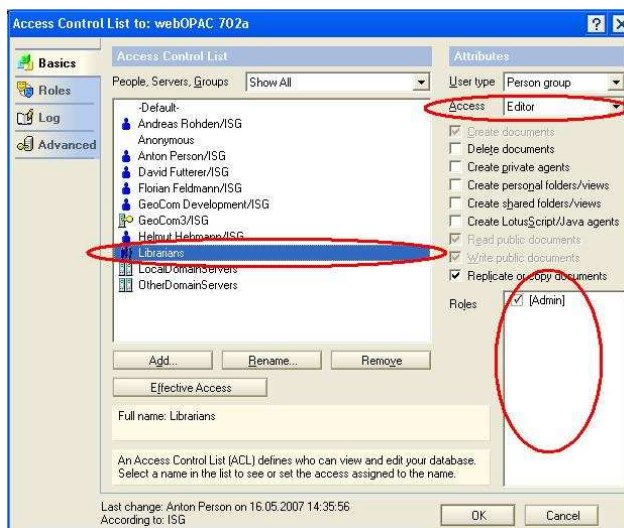


Illustration: Access rights for librarians

#### 2.1.2 Access rights for webOPAC Users

Users of webOPAC can be defined as anonymous or with identification. The search itself – i.e. access to the library data – is in both cases performed with the rights of the user that saved (and thereby signed) the agents (OpenQuery61) and (RunQuery61).

For this purpose, open the webOPAC database with the Lotus Domino Designer by right-clicking the corresponding tile on your Notes workspace and choosing the option "Open in Designer".

**Note:** You need a Notes ID with "Manager" access to the webOPAC database to be able to open it using the Designer!

Choose the option "Agents" from "Shared code". Open the respective

agent and choose the tab “Security” from the “Attributes” dialogue.

Enter the Notes ID, which rights should be used to run the respective agent in the future into the field “Run on behalf of”. If you leave the field empty, the current Administrator-ID will be used.

Make sure to leave the field “Run as web user” deactivated, because otherwise access problems may appear.

Save the document anyway, before closing it, to refresh the configuration!

Proceed in the same way with the other required agents to sign (OpenQuery61) as well as (RunQuery61) with the according rights.

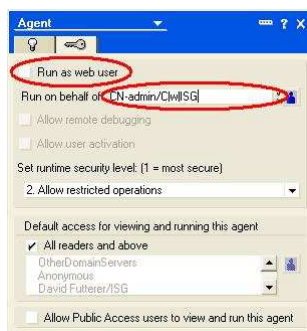


Illustration: Agent Settings

To enable anonymous user access an entry "Anonymous" has to be provided that has access as “Author” or higher. The right “Create documents” should stay deactivated, also the role [Admin] will not be activated.

Consider that using this access type the HTML result pages should only contain links to the title documents itself, if the field  $PublicAccess$  for these documents is set within the main database, because else access problems can appear. For the web views, GeoCom® Library uses an internal mechanism for permission of documents (see documentation of the GeoCom® Library).

If the “Anonymous” entry is not provided, the first invocation of the search form is followed by a query for username and password. The input is checked against the public names & addresses database. The username and password specified will be used for the complete session.

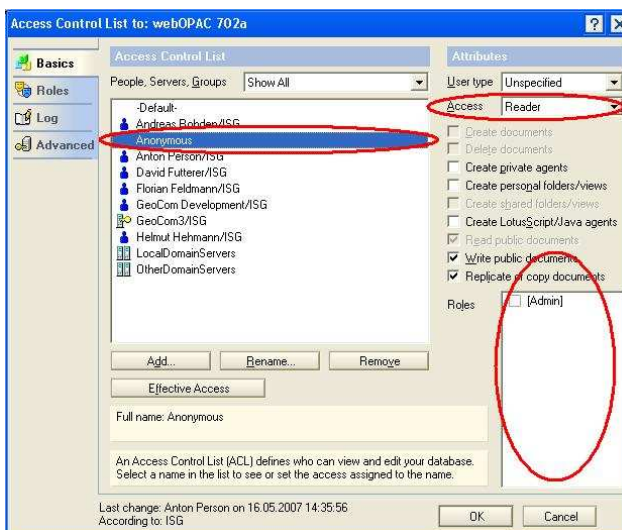


Illustration: Access rights for anonymous webOPAC users

### 2.1.3 Access rights to the supply databases

To enable the full functionality of webOPAC, an anonymous access to search the supply databases is needed.

Create an entry “Anonymous” in the ACL of each supply database, if it does not already exist. For this entry, choose “No Access” as access type, but enable the permission “Read public documents”.

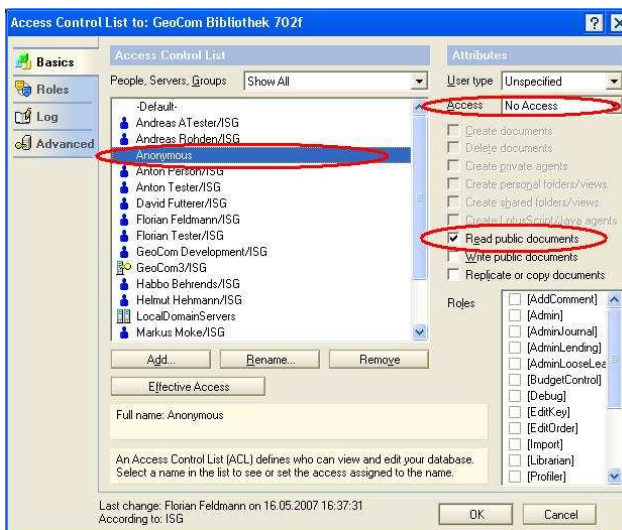


Illustration: Access rights to the supply databases

## 2.2 Navigator

The Notes-Interface of the webOPAC database consists of three **views** with different functions.

The view "webOPAC Documents" contains different documentsto support and configure display of webOPAC forms within the browser.

Via the view "Admin – Application log entries" all debug and error

messages during runtime will be logged. In case an error occurs, specific information regarding error circumstances can be provided.

Within the view "Admin – Configurations (Backup)" a copy of the current configuration file will be stored each time changes to the global configuration are saved. If need arises, recent configurations can be restored to the application.

"webOPAC Configuration" does not provide a specific view, but a button which opens the global configuration document of webOPAC.

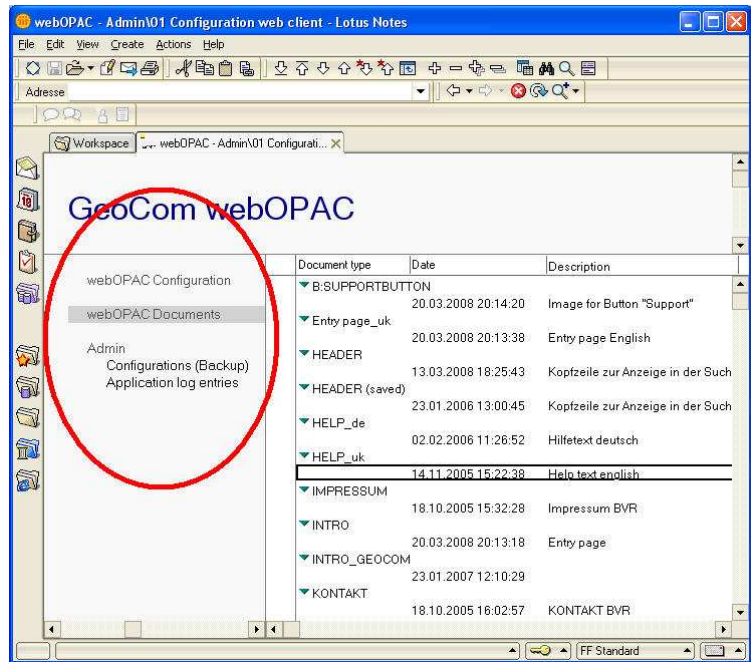


Illustration: Notes navigator of webOPAC application

### 2.2.1 View "webOPAC Documents"

This view shows all presently defined web documents, i.e. helper documents for the application. These documents can consist of texts which should later be presented within browser context (e.g. help and support texts), or images used for layout and design of the webOPAC user interface.

From this view the menu actions "Configuration" (opens the configuration document) and "New Web Page" (creates a new web document) are available.

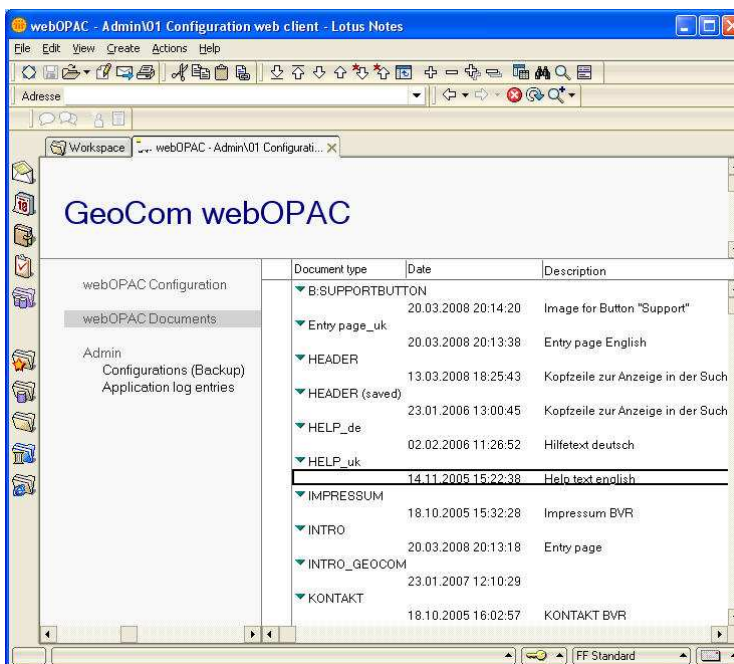


Illustration: View "Documents"

### 2.2.2 View "Application log entries"

Within this view all debug and error messages occurring during runtime will be logged.

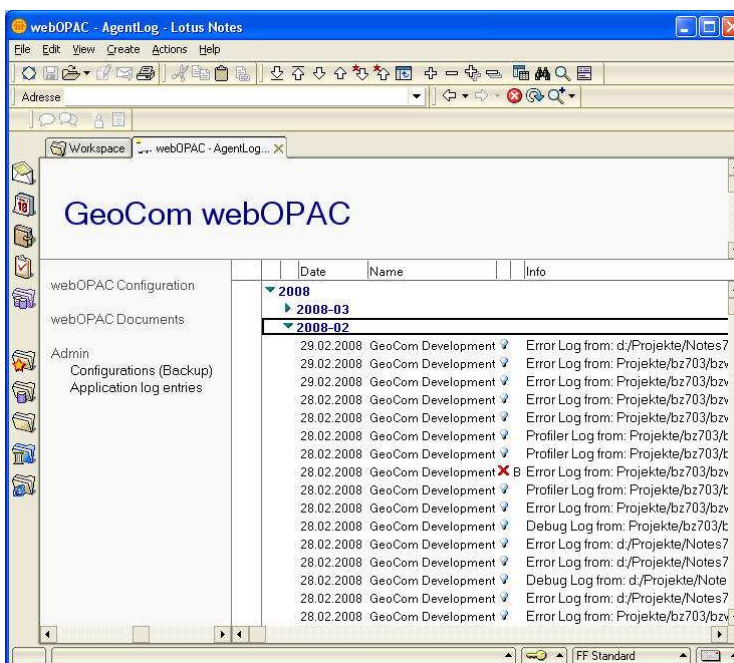


Illustration: View "Application log entries"

Double clicking an entry will cause it to open and display details to the corresponding incident, e.g. time, agent name and actions performed by this agent.

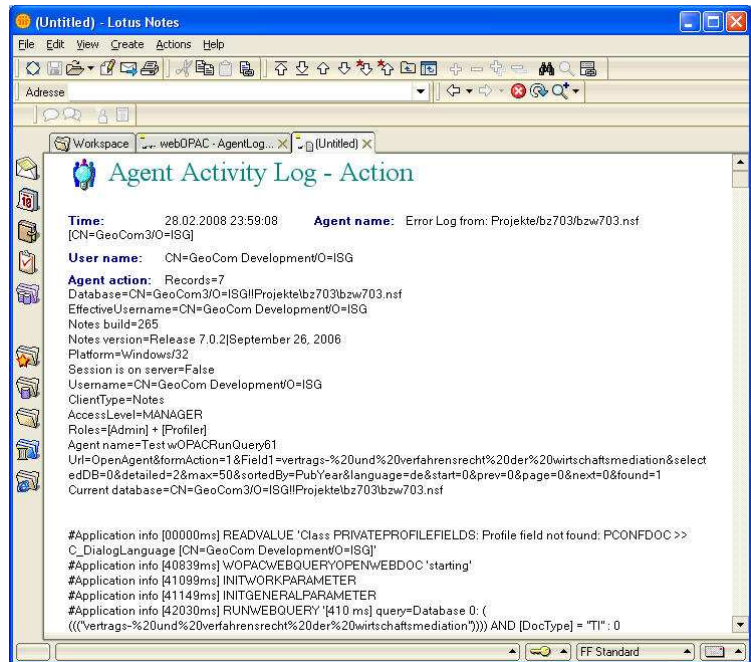


Illustration: Form "Agent Activity Log" for logging debug an error messages

### 2.2.3 View "Configurations (Backup)"

This view shows – sorted by date and last editor – the backup copies of all previous configurations (see also 2.3, Configuration).

Vie double click you can open and view a previous copy of the configuration document. These backup copies are displayed as non editable versions of the actual configuration document. To restore a configuration from a backup copy, select from menu:

#### Actions – Admin – Restore configuration...

Using this action will overwrite the current configuration with the values of the selected backup copy. No new backup will be created for this purpose, as the current state of the configuration has already been stored during the last save action.

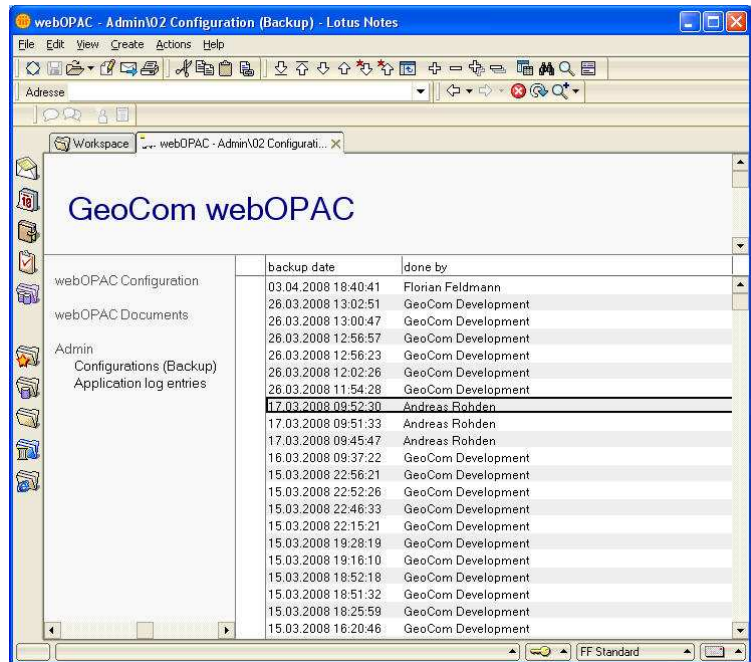


Illustration: View "Configurations (Backup)"

#### 2.2.4 Action "Configuration"

##### webOPAC Configuration

Using the button "webOPAC Configuration" or selecting "Configuration" from menu will open the global configuration document (see 2.3, Configuration).

#### 2.2.5 Action "New WebPage"

Via the action "New Web Page" you can create a new web document from within view "webOPAC Documents". A form will open where you can enter all relevant data.

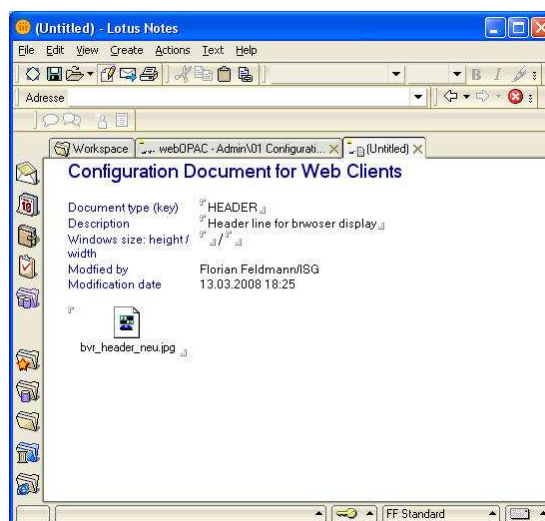


Illustration: Form for creating a web document

Each web document must be assigned a name within field *Document type (key)*, by which it can later be referenced. When multiple web documents with the same key exist, automatically the most recently changed document will be used.

Within field *Description* you can enter a short description of type and content of this web document. In case of online help documents (see below) this description will also be used as tooltip within the browser.

The fields *Windows size: height* and *width* can be used to specify the display size of images (size is set in pixels).

Finally, the field *Content* can be freely edited. Arbitrary texts and/or images can be inserted here to be displayed in the browser later on.

Alternatively, you can also enter HTML code directly into this field. In this case you must afterwards select the full specified HTML text and select from menu:

### Text – Pass-thru HTML

There are two types of web documents:

1. Online help document for certain search fields
2. Helper document for configuration

The name of *online help documents* must always begin with "\$HELP\_" (without quotation marks) followed by the fieldname.

**Example:** To create a help text for the search field "Sorting", you must enter the following into the field "Document type (key)":

*\$HELP\_Sorting*

After this document has been saved, you can hover the mouse cursor over the field "Sorting" within the browser. The text which you entered as "Description" into the web document will be displayed as tooltip. When you click the field designation, a new window will open showing the full text you entered as "Content".

☛ **Note:** To generate online help texts for search texts, use "TextX" (without quotation marks, X is the number of the search field within the search form) as fieldname. This way you can generate an online help text for each of the up to eight search fields.

In order to, e.g. define an online help text for the first search field, the corresponding web document should be named as "\$HELP\_Text1" (without quotation marks).

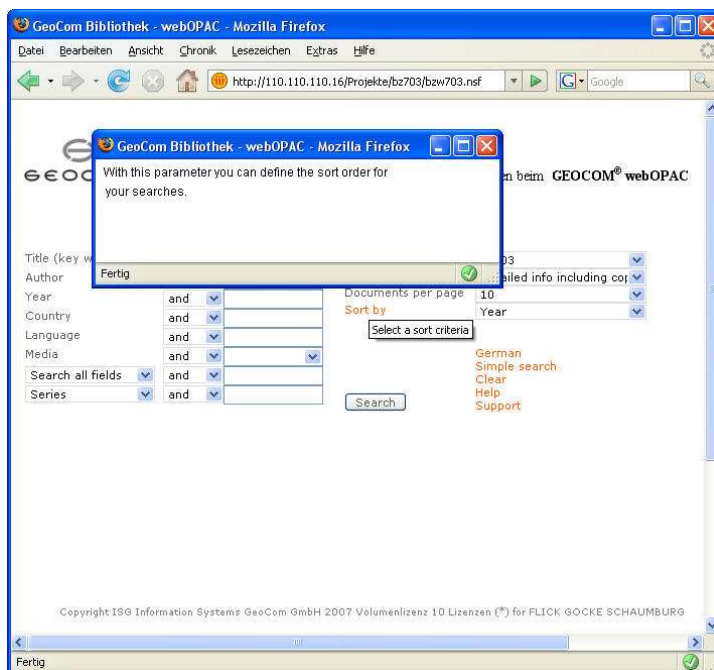


Illustration: Help text for Sorting criteria

In addition to these online help documents also an arbitrary number of support documents for the configuration of the application can be defined. These support documents can be arbitrarily named.

In case documents should be designed language dependently, add the suffix "\_uk" for the English version or "\_de" for the German version of the document to the actual key name. Within configuration context, the key will be referenced without this suffix and the application will use the corresponding document depending on the user's selected language.

**Example:** Two web documents, each with a header line for browser display, are created:

HEADER\_uk (English version)

HEADER\_de (German version)

When defining the header line within the configuration form, you use the key HEADER and the application will automatically select the corresponding document at runtime.

If a version with the correct suffix is not available, automatically the version without any suffix will be used (if existing).

Web documents can be used within configuration for:

- Entry page
- Search information (four documents will be expected for first call of search form, no search result, search error, other action)
- Header line of search form (this should be only a single image)
- General help page

## 2.3 Configuration

### webOPAC Configuration

If the database is opened in a notes client, users that have the role [Admin] can open an input form by clicking the “webOPAC Configuration” button. Here you can define the following topics:

- Main Parameter
- Title format
- Copy data
- Multiple database OPAC
- Printer
- Contact form
- Special settings

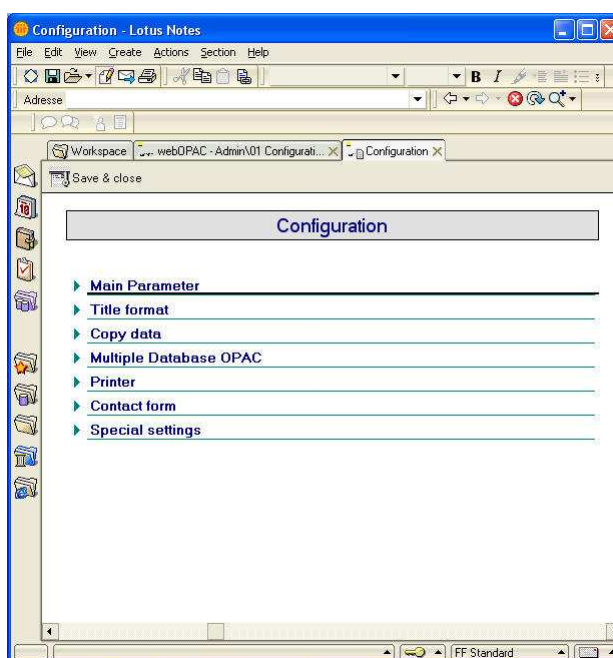


Illustration: Input form “Configuration”

### 2.3.1 Main Parameter

This section contains the options, which control the general behavior and appearance of the webOPAC mask.

#### 2.3.1.1 Type of search form

Here, the used search mask template for webOPAC is shown. Currently, only version 3 assures full functionality, so this option cannot be changed.

### 2.3.1.2 Browser title

Enter the caption here, that should be used as the title of the browser window.

### 2.3.1.3 Start page on database open

You can enter the key of a web document here, that should be used as home page. If you have defined different language dependant web documents, put in the key without the suffix (\_uk respectively \_de). At runtime, the right language will be chosen automatically.

See also 2.2.5, Action "New WebPage".

### 2.3.1.4 Search / result page: CSS Definition

Here you can put in any CSS definitions, that you want to be used globally for the design of the result pages. The definitions you enter here will be automatically added on top of each HTML page build by the application.

Default

A click on the button "Default" resets the current values to the internal defaults.

### 2.3.1.5 Search / result page: HMLT base

With this subsection you can specify HTML code for the base format of the search and result page. You can use any standard HTML tags. You can also use the following placeholders which will be replaced with the corresponding form parts at runtime:

#### **\$\$HEADERIMAGE**

Shows the image ressource defined as header image.

#### **\$\$SEARCHTEXTFIELDS**

Shows the section "search fields" (the actual format of this section will be defined within subsection "Search / result page: HTML for search fields").

#### **\$\$USERPARAMETER**

Shows the section "parameters" (the actual format of this section will be defined within subsection "Search / result page: HTML for parameters").

#### **\$\$SEARCHBUTON\_USERACTIONS**

Shows the section "actions" (the actual format of this section will be defined within subsection "Search / result page: HTML for actions").

#### **\$\$SEARCHRESULTINFO**

Shows the line "search result info". After a search has been performed, this line will provide information on the unumber of entries found.

**\$\$SEARCHRESULT**

Shows the search results. All entries found within a query will be shown at this page location. The actual format of result display can be defined within section "Title format".

**\$\$HELPPAGE**

Shows the section "search hint". This field can be defined in field "Search hint" and can provide additional information (e.g. if a search did not yield any result or an error has occurred).

**\$\$BOOKLISTBUTTON**

Shows the button "Create selection list". After a search has been performed, this button can be used to create a list of all selected result entries.

**\$\$SELECTALLBUTTON, \$\$CLEARALLBUTTON**

Show the button "Select all" resp. "Clear all", which can be used for fast selection and deselection of multiple results.

**\$\$SCROLLFIRSTBUTTON, \$\$SCROLLPREVIOUSBUTTON,  
\$\$SCROLLNEXTBUTTON, \$\$SCROLLLASTBUTTON**

These placeholders can be used to display the navigation buttons for the result list.

**\$\$USERINFO**

This placeholder will be replaced at runtime with the Notes username of the currently logged-in user.

**\$\$LICENSE**

This placeholder will be replaced at runtime with the current license information specified within the global configuration document of the corresponding library database.

**2.3.1.6 Search / result page: HTML for search fields**

Within this subsection the layout of search fields can be defined. To specify the layout of all search fields, standard HTML and the following placeholders can be used.

**\$0** – Denotation of the search field, e.g. "Author"

**\$1** – Selection field for boolean operators (AND, OR, NOT)

**\$2** – Input field for the search query

**2.3.1.7 Search / result page: HTML for parameters**

Within this subsection the layout of the parameters section can be defined. Standard HTML and the following placeholders can be used.

**\$0** – Denotation of the parameter field, e.g. "Documents per page"

**\$1** – Selection field for parameter value

#### 2.3.1.8 Search / result page: HTML for actions

Within this subsection the layout of the actions section can be defined. Standard HTML and the following placeholders can be used.

**\$0** – "Search" button

**\$1** – Textual links to the corresponding actions

#### 2.3.1.9 Search hint

Into this field you can enter – separated by semicolon – up to four web documents which can be displayed via the placeholder **\$\$HELPPAGE** (see also 2.2.5, Action "New WebPage") within the search and result page.

The first web document specified here will be used as entry page upon opening the search form. The second document will be displayed in case a search does not yield any results. The third web document will follow a search error (e.g. request not understandable etc.). And the fourth document specified here will be shown on any actions that would not result in any other changes on the result page (e.g. switching from simple to extended search form etc.).

Every search request that is processed normally and yields a valid result list will not show any of these web documents, but the result list of the query.

#### 2.3.1.10 Title line search form

Into this field you can enter the key of a web document that should be displayed as header line within the search form (via the placeholder **\$\$HEADERIMAGE**).

Be aware that this web document may only consist of a single image file of format .gif or .jpg!

#### 2.3.1.11 Support mail address

Into this field the e-mail address that should be used as recipient for support queries can be entered. Requests generated via the "Support" button will be sent to this address.

#### 2.3.1.12 Help

Here you can enter the key of a web document that should be displayed upon clicking the "Help" button.

If you have created language dependent web documents (e.g. HELP\_de and HELP\_uk), specify the key without language suffix (i.e. HELP). The

application will select the correct document at runtime, depending on the currently selected language.

#### 2.3.1.13 Logout Parameter

In case users should not be able to operate webOPAC anonymously, the actions "Login" and "Logout" can be displayed within the actions section of the search and result page (see also **Fehler! Verweisquelle konnte nicht gefunden werden., Fehler! Verweisquelle konnte nicht gefunden werden.**).

When clicking the link "Login" the user will be prompted for his Notes username and password. All consecutive actions will then be performed with the access rights of the logged in user.

When clicking the link "Logout" the user will be logged out of the application and redirected to a corresponding page.

This (optional) redirect can be defined within section "Main parameter" using the field "Logout parameter". Here you can enter the command "&RedirectTo=" (without quotation marks) followed by the web address that should be redirected to.

#### 2.3.1.14 Field descriptions

For each field description you can enter a label, a tooltip text and the type (key) of a web document that should be displayed as online help. Parameters must be separated by "|". Labels are defined on a new line each. The format must be

*Fieldname|Label|Tooltip|Web document*

##### **Example:**

*Sorting|Sorting of results|Select the result order|\$HELP\_Sorting*

#### 2.3.1.15 Parameters for preview images

The parameters specified here will determine display of images within preview. Typical settings might e.g. be:

*border="0" width="100"*

By doing so, images in preview will be displayed without additional border and they will be normalized to 100 pixels width.

### 2.3.1.16 Parameters for high res images

These parameters apply to images that are not displayed within preview context, but in full size.

## 2.3.2 Title format

Within this section, formats for document display can be defined.

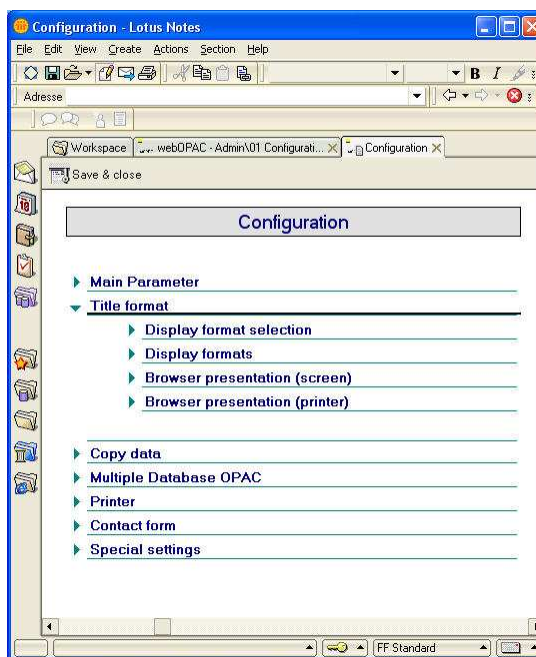


Illustration: Configuration, section "Title format"

### 2.3.2.1 Display format selection

Via these parameters for all document types different display formats can be selected. The columns "Book list" and "Book card" are currently not used, though.

The columns "Preview" (defines the short text variant of result display) and "OPAC" (this defines the long text definitions with and without copy data) must be defined for the different document types.

Within this section, only the assignment of formats can be performed. Definition of the formats is done in the following section (Display formats).

### 2.3.2.2 Display formats

Here you can define up to 20 display formats assignable to the document types. For a detailed explanation of these settings please refer to the Configuration manual of GeoCom® Library.

### 2.3.2.3 Browser presentation (screen)

Within this section you can specify browser layout definitions for the first five display formats.

You can use standard HTML for layout as well as certain placeholders that will be replaced with corresponding data at runtime.

Following you will find a list of all possible placeholders:

#### **\$\$DOCTITLE**

The first line of the content determined within section "Display formats".

#### **\$\$DOCTEXT**

All lines of the content determined within section "Display formats", excluding the first line.

#### **\$\$DOCINFO**

The full content of the determined text, i.e. \$\$DOCTITLE and \$\$DOCTEXT at once.

#### **\$\$CHECKBOX**

This placeholder creates a selection box with which the corresponding entry can be selected.

#### **\$\$INDEX**

This placeholder will be replaced with the consecutive numbers of the entry within the result list at runtime.

#### **\$\$INDEXLINK**

This placeholder will be replaced with the consecutive number of the entry within the result list. Via clicking the index number, the corresponding document can be opened directly (corresponding access rights to the library database assumed).

#### **\$\$DOCICONS**

Instead of this placeholder, an icon will be shown at runtime which shows the type of the entry (e.g. book, journal, image archive etc.).

#### **\$\$DETAILLINK**

For this placeholder an icon will be shown that can be clicked to display the full text of the corresponding entry.

#### **\$\$AUTHORLINK**

The button created with this placeholder will automatically perform a new search for all entries of the same author.

#### **\$\$COMMENTLINK**

In case the corresponding entry disposes of a comment, this placeholder will display a direct link to this comment.

**\$\$PREVIEWIMAGE**

This placeholder inserts the preview image – if any – belonging to the corresponding entry into the result list (see below).

**\$\$IMAGE**

This placeholder inserts the full size image – if any – belonging to the corresponding entry into the result list (see below).

**\$\$ANYIMAGE**

This placeholder will insert the first available image (preview or full size) belonging to the corresponding entry into the result list (see below).

☛ **Note:** To use image files in webOPAC, the corresponding entries in the library database have to be accordingly modified first.

For illustration, image files can be added to a catalogue entry. Using the search function, they will be shown in a small size, in addition to the written data of the catalogue entry, and can be enlarged by clicking them.

You can assign a maximum of 2 files with the ending .gif or .jpg to a catalogue entry. To add an image, open the catalogue entry with GeoCom® Library and add the image file to the according field by using the “Attach”-Button.

The chosen files have to match one of the specifications described below. If two files are chosen at the same time, one of them has to match the specifications of the preview and the other one of the main image.

*The main image*

The main image can be maximum 800 pixel wide and 600 pixel high. A file size of 500 kb should not be exceeded. The filename for this image can be freely chosen, like “house.jpg”. The main image appears after clicking the preview image.

*The preview image*

The preview image must have a width of 250 pixel and a height of 120 pixel. It is shown on the result page at the right from the text information. The filename consists of “name of the main image” + “\_preview” (+ “.gif” or “.jpg”). For example: “house\_preview.jpg”.

**2.3.2.4 Browser presentation (printer)**

Within this section you can define formats for browser display, just as within the previous section. The layouts defined here do not apply to search and result pages, though, but to book lists created from these result pages.

**2.3.3 Copy data**

Within this section the format for display of copies can be defined. For detailed information regarding this section please refer to the configuration manual of GeoCom® Library.

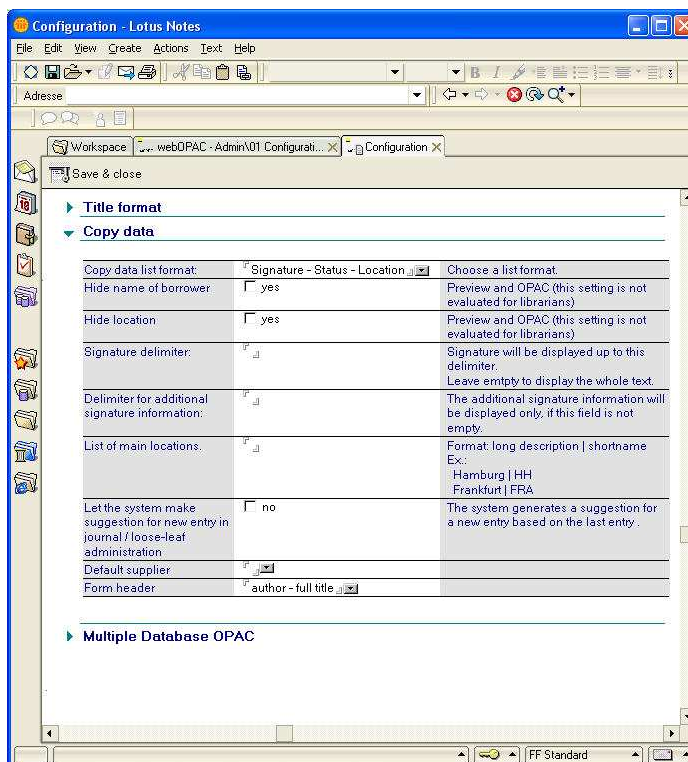


Illustration: Section Copy data

## 2.3.4 Multiple Database OPAC

In this section parameters for functionality and appearance of the OPAC are defined.

### 2.3.4.1 Indexed database list

The field "Indexed database list" contains all library databases that are accessible by webOPAC. The name of the server (optional) and the name of the database are separated by a vertical line. Specify each new definition on a new line.

☛ **Note:** All library databases have to be full text indexed.

☛ **Note:** The first database entered into this list will automatically be searched for valid license information for webOPAC. Be sure to enter your main database (the database holding the license key for GeoCom® Library) first into this list.

### 2.3.4.2 Index search site database

Within this field you can specify the index of the entry used for searching within the full stock.

#### 2.3.4.3 Show database location, info link and login link

In the current version, these options are set using the configuration of the search and result pages. The fields shown here have no importance any more.

#### 2.3.4.4 Short names of databases to display in search result

The field “Short names of databases for display in search results“ contains short forms for database descriptions. These short forms are used for display of search results.

#### 2.3.4.5 Location name used for database selection

The field “Location name used for database selection” contains the database descriptions, that are displayed in the selection box of the OPAC search form. The connection to the list of databases is realised by a database index that is added to the database description (separated by a vertical line).

If you want to integrate multiple databases in one search, the corresponding database indices have to be added to the database description separated by a colon.

This way you can for example search all English or all German data using one selection entry. In case you want to use language depending expressions in this field you have to replace this expression by a variable that is put into square brackets (e.g.: “[LOCATION1]”). After that you can define language dependent texts for this variable (see section 2.3.6).

#### Example:

“LOCATION 1:Wien“ in section “Customer specific texts German“ and  
“LOCATION 1:Vienna“ in section “ Customer specific texts English“.

#### 2.3.4.6 Query auto extension

Here you can enter a value that will automatically be added to any search query to limit results to a certain extent. To add no extension to a defined location, enter an “x” (without quotes) in the according line.

#### 2.3.4.7 Presorting via ISBN is default

This checkbox decides whether results should be presorted by ISBN.

#### 2.3.4.8 Pre-Sort by the following fields

Here you can specify which fields should be used for pre-sorting.

### 2.3.4.9 Max hits

Specify the maximum number of results to be displayed.

### 2.3.4.10 Search type default

Here you can select whether the simple or extended search form should be displayed when opening the search form.

### 2.3.4.11 Field list simple search

For the simple and extended search forms each, up to eight search fields can be specified. For each of the eight fields, click the selection button and select the field you want to display from the dialog list.

If you do not want to show a field, just leave the selection field blank. The corresponding search field will not be displayed within the browser interface.

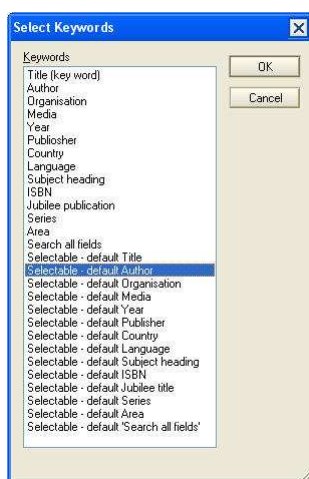


Illustration: Dialog search field selection

### 2.3.4.12 Parameters

For both types of search forms independently you can specify which search parameters should be visible to the user. You can display the parameters "Data selection", "Display format", "Entries per page" and/or "Sort type selection".



Illustration: Dialog Parameters

#### 2.3.4.13 Actions

Finally you can also specify which actions should be available in simple or extended search form.



Illustration: Dialog Actions

#### 2.3.4.14 Field list extended search

Configuration of field list, parameters and actions for the extended search form can be performed absolutely analog to the corresponding configuration of the simple search form.

#### 2.3.4.15 ISO 3166 Country Code Database

Here you can enter a the database, where country codes are saved (as normal, this is the Data Repository BZC). The format for an entry is as familiar

*Server|Database path and filename*

#### 2.3.4.16 Log database

Here you can enter a database for the logs, following the familiar rules. All log data from webOPAC will be added to the database provided here.

➡ **Note:** All debug and error messages will automatically be logged within the database itself, regardless whether or not a logging database for general messages has been provided here.

### 2.3.5 Printer

In this section you can define printing parameters (for further information please see the configuration documentation).

The screenshot shows a configuration menu with the following structure:

- ▶ Multiple Database OPAC
- ▼ Printer
- Signature Cutoff-Char [input field] Signature will be printed only up to this character
- Signature newline character [input field]
- ▶ Contact form

Illustration: Section "Printer"

### 2.3.6 Contact form

This form is a customisation. It can be shown at an according place in the results.

Please contact our customer support on demands concerning this field.

### 2.3.7 Special settings german/english/language independent

Within this section, system parameters can be configured to adapt application behaviour and layout to customer specific needs.

These settings can be valid for either the English or German user interface only or language independently for the complete application.

☛ **Note:** If you wish for a customer specific adaption of the application, please contact our customer support at [helpdesk@geocom.de](mailto:helpdesk@geocom.de) or via phone at **+49 (0) 234 / 94175-0**.