Part 5:

Using the database to get information

How to search the database

The records you create on the database are a useful resource for yourself and everyone else. The next few pages will explain how to search the database and find information.

The **Search database** button is at the top of the left-hand menu of any database page.

When you click on **Search database**, the screen below appears.

The **basic** (or **simple**) **search** is the easiest way to start searching.

Type a word in the **Search content** box that you think may be in the record and press **Search!**

There are also searches for coins, and finds from a specific place. See page 100 for details.

You can find tips on basic searching under the **Help** link.

Help topic **1. Searching the PAS database for the first time** gives you enough information to become a good searcher.

Help topic **3. Searching our database** gives you more detail on how to compile 'Solr' searches – the most precise and powerful way to search the PAS database.

If you click on **Advanced search,** this form will appear:

You can search using any number of fields. You can enter a value into several boxes, or just one.

Object description contains searches on the precise phrase or 'string' of words. So if you type two words, it will look for those words in that order in the description.

Typing 'shield medieval' will bring up different results to 'medieval shield'.

If you get fewer results than you were expecting, check your spelling!

This field does not work with search terms such as * or AND.

The Advanced Search can only be refined using the filters (see next section).

If you click **Back to advanced search** at any point after you have left this page, the form will not retain your last search criteria.

Click **Submit your search** when you have entered what you want to search for.

Overview of the search results page

After completing any of the searches, a list of results will appear.

Clicking **Map results** will generate a map showing the findspots (see page 99).

You can **Save this search**, or **Send this search to someone.** A saved search will appear in your Saved search list.

If you send a search, an email will be sent to a specified address with a link to the webpage.

Database search results

Back to simple search | Back to advanced search | Send this search to someone | Save this search

♀ Map results | ⬇ Export all results as KML | ⬇ Export as CSV | ⬇ Export for HER import | ⬇ PDF disabled | ✚ Add artefact | ✚ Add hoard

You searched for:

- Free text search: purse
- Workflow: Record published

Record ID: IOW-A20BC6
Object type: COIN
Broad period: ROMAN
County: Isle of Wight
Workflow stage: Published
A complete Roman copper-alloy radiate of Gallienus, sole reign (AD 260-268), dating to the period AD 260-268 (Reece period 13). LAETITIA AVG reverse type depicting Laetitia standing left, holding purse and anchor. Mint of Rome. Mint-mark: - -//- Obvers: [GA]LLIE[NVS AVG]; Radiate head right Reverse: LAETI[TIA AVG]; Laetitia standing left, holding purse and anchor Diameter: 17.1mm. Weight: 1.38g. DA=12:6. Cunetio, p. 113, no. 1078.
Created on: Tuesday 10th February 2015
Last updated: Tuesday 10th February 2015
Spatial data recorded. ♀ This findspot is known as 'Isle of Wight', grid reference and parish protected.
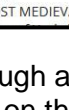
Record ID: FAKL-732269
Object type: PURSE
Broad period: POST MEDIEVAL

You can scroll through all the results. By clicking on the **Record ID** you will open the complete record. Do this in a separate tab to preserve your search results.

Records per page: 10 **20** 40 100

Only results with images: on **off**

Only results with 3D content: on **off**

You can sort your search results by clicking on one of the options here. The default option is **Date created**, so you see the newest records first.

Sort your search by:

- **DATE CREATED**
- Object type
- Broad period
- Recording institution
- Workflow status
- Updated

Which direction?

descending ↓ ascending ↑

Total results available: 354
Search server index: valhalla

You are viewing records: 1 - 20.

Clicking on the picture will open a large version of the image over the top of the window.

Object type

You can scroll through the images of all the objects in the list by clicking **Next**.

To close the image click **Close.**

If you click **Map results,** a map showing the findspots will appear. This shows results for the whole of the UK, but you can zoom in and have a closer look at where your search results were found.

Map of search results
You searched for:
- Object type: CURTAIN FITTING

Return to search results Q   ⊕Login or register so you can export data

At the top of the map you can change the information displayed, e.g. whether you see a road map, satellite image, etc.

Satellite | Map | Imperium | **OSM** | Soil types | Historic

Total results available: 62
These results might differ to the expected results. We only allow you to see records available to you

Search facets

Object type
CURTAIN FITTING (62)

☒ Clear this facet

This map works in the same way as Google maps. Zoom and Pan controls are on the left, and you can drag the map in different directions using your mouse.

How far you can zoom in depends on whether you are logged in, and whether they are your finds.

County of origin
Staffordshire (17)
Worcestershire (16)
Warwickshire (14)
Walsall (3)
Cheshire West and Chester (2)
City of Stoke-on-Trent (2)
Northamptonshire (2)
West Sussex (2)
County of Herefordshire (1)
Gloucestershire (1)

Broad period
POST MEDIEVAL (32)
MEDIEVAL (30)

Institution
WAW (31)
WMID (25)
HESH (2)
LVPL (2)
NARC (1)
SWYOR (1)

Workflow
Validation (62)

Imperium layer from the Pelagios project CC-BY |Historical maps from NLS Maps API | OSM © OpenStreetMap   50 km   Terms of Use

Mapping search results can be very useful. It could be possible to see:
- What has been found near where you live
- What has been found in a particular field
- Where your finds have come from

And much more!

Sorting and filtering your search results

You can sort your results in various ways, and narrow down your searches, by using the filters on the right-hand side of the results page.

The filters are easily reversible (to get back to your original search results) but it can be more helpful to open the filters in a new tab, thus preserving your original results anyway.

Click on one of these numbers to choose how many records are shown on each page.
The default is 20.

Records per page: 10 **20**
40 100

Only results with images:

on off

Click **on** to show only records that have images attached.

Only results with 3D content:

on off

Sort your search by:

- **DATE CREATED**
- Object type
- Broad period
- Recording institution
- Workflow status
- Updated

Click one of the link options under **Sort your search by** to change the way your results are sorted. The default is 'date created', so that you see the most recent records first.

Which direction?

descending ↓ ascending ↑

You can change the direction of sorting by clicking **descending** or **ascending** here.

Total results available: 1,054
Search server index: valhalla

You are viewing records: 1 - 20.

Search statistics

- Total quantity: 1,551
- Mean quantity: 1.503
- Maximum: 48

Here you can see how many results your search has found. **Total results available** is the number of records.

Total quantity is the number of objects recorded (some records include more than one object.

Find more on filters over the page…

Filter your search

Object type

Under **Object type** are the most common object types that your search has found. Click on one to display just those results.

The numbers in brackets are the number of records found.

Click on **All object type options +** to see a full list of every object type in the search results.

COIN (414)
BROOCH (75)
BUCKLE (66)
FLAKE (48)
SCRAPER (TOOL) (45)
VESSEL (43)
DEBITAGE (33)

All Object type options +

County of origin

We have chosen to filter the results by **County of Origin**, showing just the results for North Somerset.

You can easily get back to the full results by clicking on ✖ **Clear this filter**.

North Somerset (1,054)

⊗ Clear this filter

Broad period

Under **Broad period** are the most common periods represented in the search results.

ROMAN (446)
POST MEDIEVAL (181)
MEDIEVAL (176)
NEOLITHIC (175)
BRONZE AGE (24)
EARLY MEDIEVAL (19)
MESOLITHIC (14)

To see all of the periods, click **All Broad period options +** and a pop-up window will open with all the periods.

All Broad period options +

Institution

Under **Institution** are the most common recording institutions (record number prefixes) in the search results.

GLO (754)
PUBLIC (182)
SOM (69)
IARCH (22)
SOMDOR (9)

All Institution options +

Ruler/issuer

Under **Ruler/issuer** are the most common rulers or issuers of the coins in the search results.

House of Constantine (79)
Elizabeth I of England (30)
Constantine I (23)
House of Valentinian (18)

All Ruler/issuer options +

Find even more on filters over the page…

Under **Denomination** are the most common denominations of the coins in the search results.

Denomination

Nummus (AE 1 - AE 4) (175)
Radiate (antoninianus) (58)
Penny (48)
Radiate or nummus (15)
Sestertius (12)
Halfgroat (silver) (9)

All Denomination options +

Under **Mint** are the most common mints of the coins in the search results.

Mint

London (38)
London (Tower) (26)
Treveri (Trier, Germany) (26)
Canterbury (10)

All Mint options +

Under **Material** are the most common materials represented in the search results.

Material

Copper alloy (604)
Flint (194)
Silver (144)
Lead Alloy (27)

All Material options +

Under **Workflow** you can filter your results by workflow stage.

Validation means yellow flag.
Review means red flag.
Published means green flag.

Workflow

Validation (880)
Review (128)
Published (43)

Reece Period

17 (78)
13 (29)
14 (22)
16 (20)
19 (20)
18 (19)
15 (18)
6 (3)

If you are interested in Roman coins, you may want to look just at the coins from one **Reece period**.