Learn how to create a new authority enquiry option and how to search using the new option in Amlib.

Create the Query Option

It is possible to define extra **Browse Searches** for use with the Authority module

1. Launch the *Amlib* client
2. Go to **Main** > **Authorities** > **AuthQueryOptions** – the Heading Query Options Setup screen will display:

   ![Heading Query Options Setup Screen](image)

3. Click the **F1 New** button
4. Enter the following:
   - **Description** – for example: **Subject Name - Personal Heading Only (600)**
   - Enter whether you wish to have a **Stoplist** included (for example to ignore *The*, *An* etc.). For Personal Name Subject Headings, the setting would be **N**
5. Enter the Where conditions (Hint: It is easiest to copy an existing line and then alter it. In this case Copy the Subject Heading line – by highlighting the existing line for subject and right-clicking and choosing Copy.)

6. Go to the new line created and click into the WHERE a.AUTH_TAG_NO = nnn AND/OR a.AUTH_TAG_NO= nnn
column, right-click and choose **Paste**

7. The existing Query will be displayed: alter the WHERE statement to what it should be, for example:
   - **WHERE A.AUTH_TAG_NO = 600**
8. Click the **F3 Update** button to save the new option

9. Log out (**Ctrl-L**) of the **Authorities** module to allow the new query to come into effect

**Search Using the New Query Option**

1. Go to **Main > Authorities > Authorities** – the Authorities screen will display:
2. Perform a search – for example: type the letter A into the Search Term box to find all the Name Personal Headings beginning with A.

3. Click the F5 Query button – the Authority Query Options screen will display:
4. Double-click the preferred option – for example: **Subject Name – Personal Heading Only (600)**

5. An Authority List will display the results of the query – targeting ONLY the 600 Tag:

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**Additional Information**

The Heading Query Options Setup screen allows for the maintenance of the Authority Query Options table (used when conducting searches in the *Authorities* module.) Any ‘suitable’ Tag (for example: a Marc Tag defined as an Authority) may be used as an enquiry point.

<table>
<thead>
<tr>
<th>COLUMN HEADING</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>The description of the enquiry which appears on the</td>
</tr>
</tbody>
</table>

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https://help.oclc.org/Library_Management/Amlib/Authorities/Create_a_new_authority_enquiry_option

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Authority enquiries may be used to browse the Authority files and subsequently viewing of associated catalogues where applicable.

The Catalogue module has a similar enquiry options facility. Both enquiries use the same base data. The essential difference between the two modules is that this enquiry always shows a list of matching Authority records, which may or may not have associated catalogue records, whereas the
catalogue enquiry always shows a list of matching catalogues. The search term in both cases is a ‘like’ Authority entry (except when the keyword option has been selected).

Note: The keyword enquiry option is always present in the system and does not need to be defined (these options are defined by their presence in the Marc Keyword Restrictors table).