LSN Library User Guide

Contents

Introduction

Purpose

This User Guide provides you with information and tips for using the Licensing Support Network (LSN) Library Search Tool. This tool will allow users to perform searches for documents located in the LSN Library.

General Information

System Overview

The LSN Library Search Tool is a Web-based system that allows users to narrow search results and quickly identify documents of interest. A variety of features are available to enhance the search process. Each of the features will help users to tailor their searches to receive the most accurate set of results.

LSN Library Link

The below URL can be used to access LSN Library:
https://adamspublic.nrc.gov/navigator

Points of Contact

For assistance contact PDR.Resource@nrc.gov
Telephone: 1-800-397-4209 or 301-415-4737
http://www.nrc.gov/reading-rm/pdr.html

LSN Library Home Page

When the user accesses the LSN Library using this URL, https://adamspublic.nrc.gov/navigator, the Home Page for the LSN Library will appear. From this page you are able to enter basic search criteria.
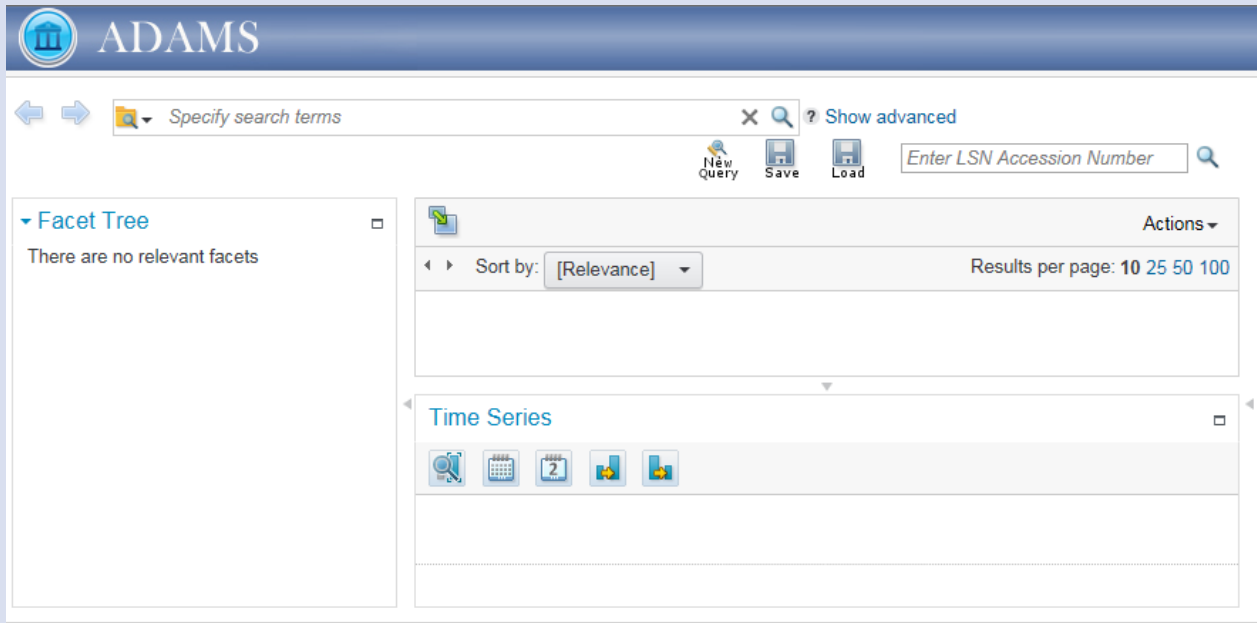
Basic Search

To conduct a basic search, enter your search criteria into the search bar, then click 🔍 search.
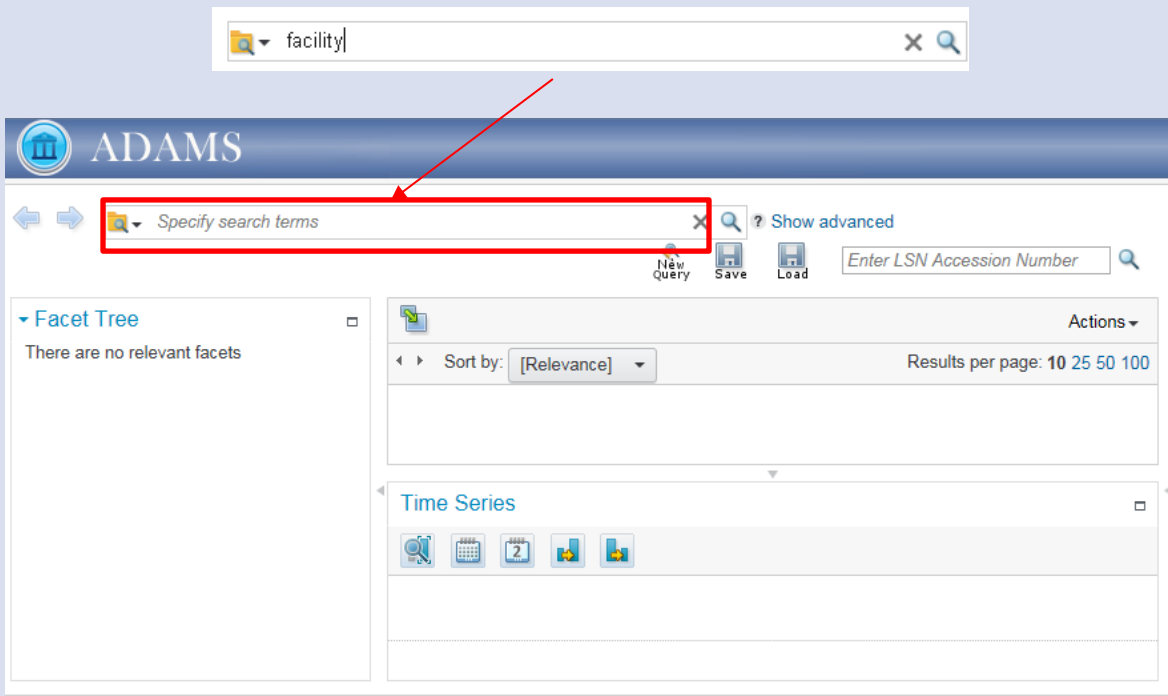
The results of your search will be displayed, similar to what is shown below

Opening a Document

Once you have completed a search, you can open the documents that were found.

In Chrome:

Locate the document you wish to open and click on the document's title.

The document will download in the downloads folder.
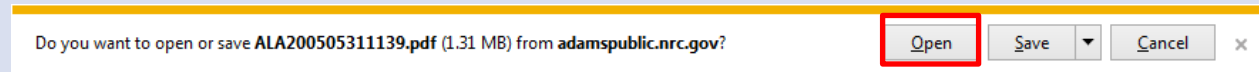Click on the down arrow at the bottom of the screen and choose open to view the document.
The document will open in a new tab.

In Internet Explorer:

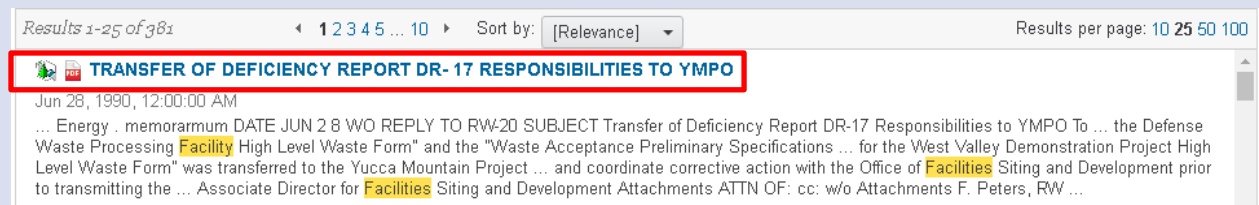Locate the document you wish to open and click on the document's title.

A pop up will appear at the bottom of the screen. Click Open to view the document. The document will open in a new window.

In Safari:

Locate the document you wish to open and click on the document's title.

The document will open in a new window while it gets downloaded in the Downloads folder.
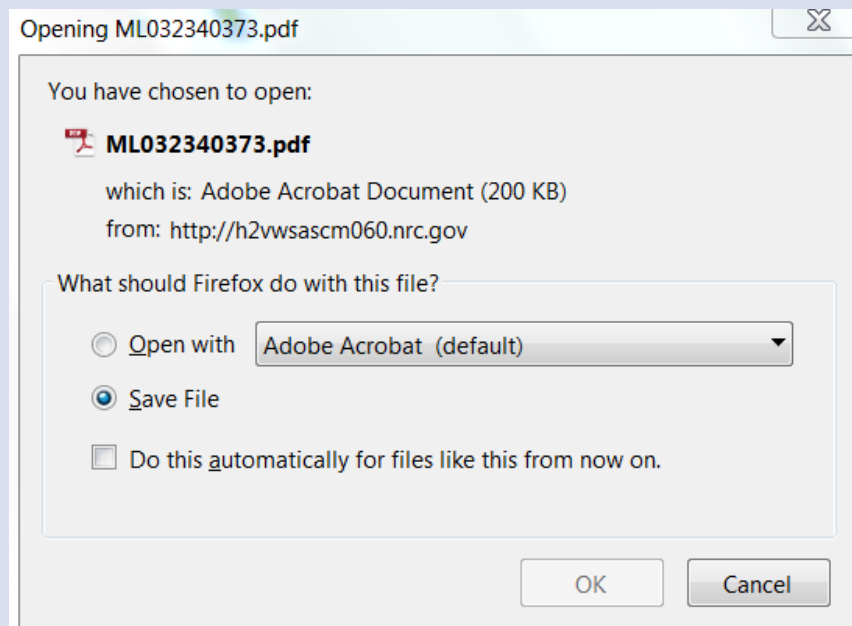

In Firefox:

Locate the document you would like to open and click the document title. A popup will appear asking what should Firefox do with this file.

The pop up gives the options to open with Adobe Acrobat or save the file.

Choose 'Open with Adobe Acrobat'. The Document will open in a new browser.

Using the LSN Library Search

Searches

Page Layout

From the search results page you are able to open and close the panes on the sides and bottom of the results. Click on any of the highlighted arrows and the appropriate pane will open or close.

LSN Accession Number Searches

If you know the LSN Accession Number for the document you are seeking, enter it into the search box in the upper right corner and then click the search icon.

Search Navigation

If you have completed more than one search, use the ⬅️ ➡️ buttons to go back and forth between searches.

Actions

Once you have selected a document, click on the Actions drop down for the options available for that document. The options include Open, Download, View Link, and Query Builder. Open and Download allow you to open a document or download it unto your computer.
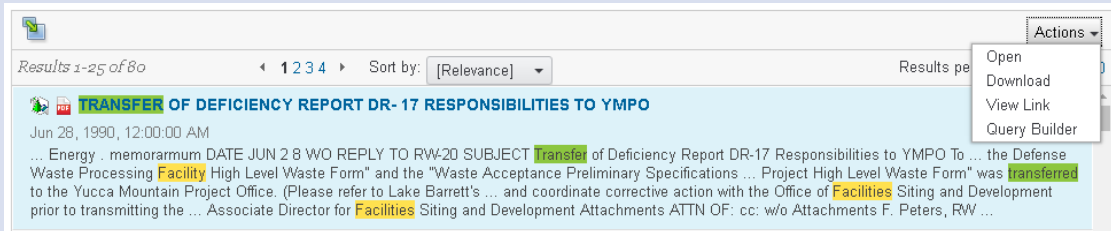
View Link allows you to copy and paste a hyperlink for the document into emails, chats and web pages. For the purpose of the LSN Library, there will only be one version of each document so choosing released, current or choosing a specific version will yield the same hyperlink.
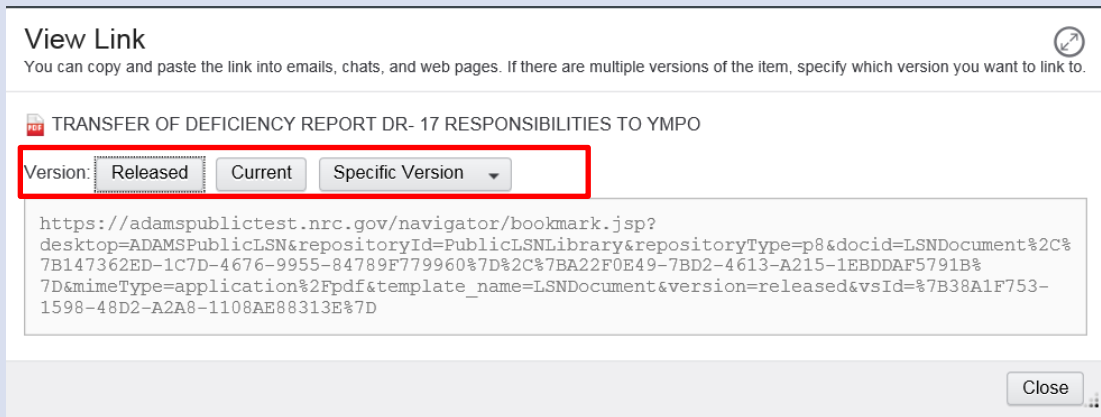
Query Builder is explained in more detail on page 15 below.
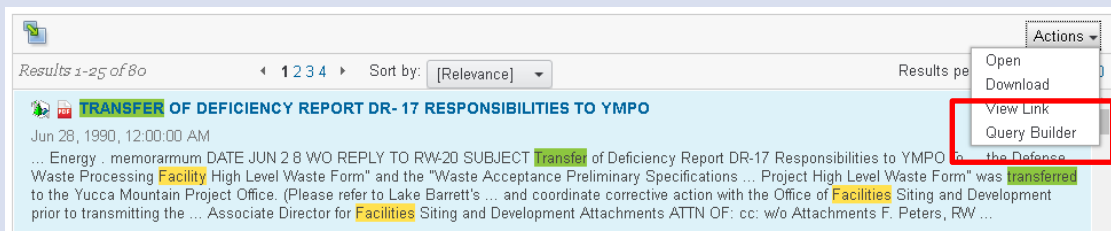
Advanced Search

For a more in-depth search, click on Show Advanced and the advanced search options will be displayed.

Enter search criteria in to the available boxes. Once the search criteria are entered click the search icon .

For example, conducting the advanced search below using "vessel" for the 'All of these words' field and "head" for the 'None of these words' field will return results than contain the word vessel but do not contain the word head.

There are three other tabs beside the Advanced search tab as seen in the below screenshots.

<p style="text-align:center">Query Expansion is not applicable to LSN</p>

<p style="text-align:center">Refined by is not applicable to LSN</p>
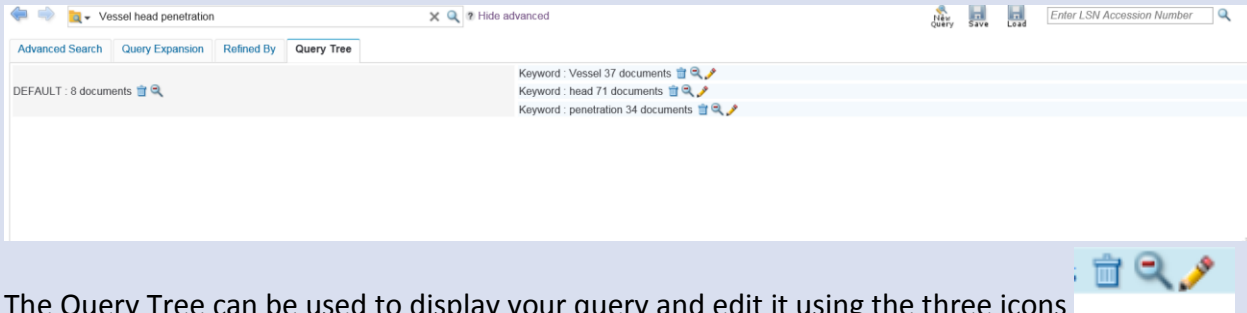
Query Tree

The Query Tree can be used to display your query and edit it using the three icons
beside the keywords i.e. delete, exclude documents or edit.

Document Properties and Properties Searches

Each document has a list of properties such as Date and LSN Accession Number. To see the

document properties for any document click [icon]. The properties will display below the
document title.
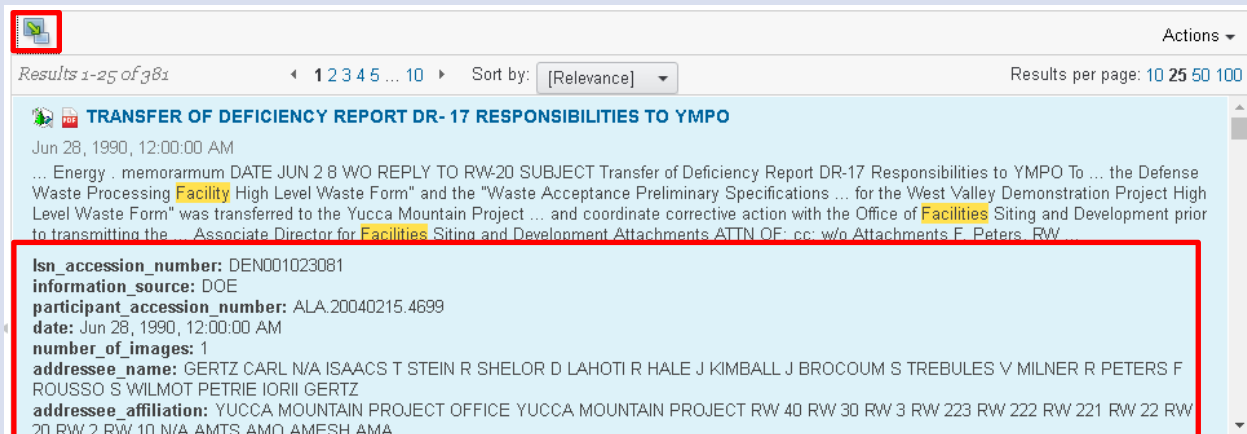
Below is a list of commonly used LSN Library document properties that you are able to search
by:

Property Name	LSN Library Property
Accession Number	lsn_accession_number
Information Source	information_source
Participant Accession Number	participant_accession_number
Date	Date
Number of Images	number_of_images
Addressee Name	addressee_name
Addressee Affiliation	addressee_affiliation
Author Name	author_name
Author Affiliation	author_affiliation
Document Number	document_number
Document Type	document_type

Note: To search on a specific property, copy a property's LSN Library designation from the second column for a field search into the search box. As an alternative, the advance search can also be used to search on a specific property.

Below is an example of how you would use one of the above properties in a search.

Saving a Search

The LSN Library Search allows you to save your searches so you can access them again later.
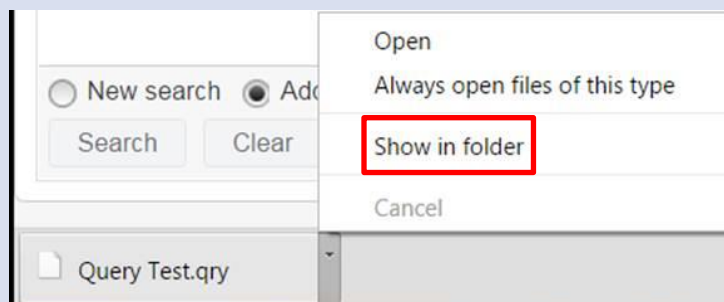
Click the [Save] button.

In Chrome:

A pop up will appear allowing you to name your search. Then click on the OK button.

A popup will open at the bottom of the screen. Select Show in Folder to save in the desired location on your computer.

In Internet Explorer:

A popup will open at the bottom of the screen. Click Save then Save As. Select the folder you want to save the search in.

Do you want to open or save **test.qry** (8 bytes) from **adamspublictest.nrc.gov**? | Open | **Save** | ▼ | Cancel | ✕

In Safari:

A pop up will appear as below indicating "you open your downloads folder to copy the file to a desired folder and filename". Then click on the OK button.

Save Search

OK | Cancel

By default, the search file will be saved in the browser's Download Folder.
For Internet Explorer, select "Save As" to choose a desired folder.
For Chrome, select "Show in Folder" and copy the file to a desired folder.
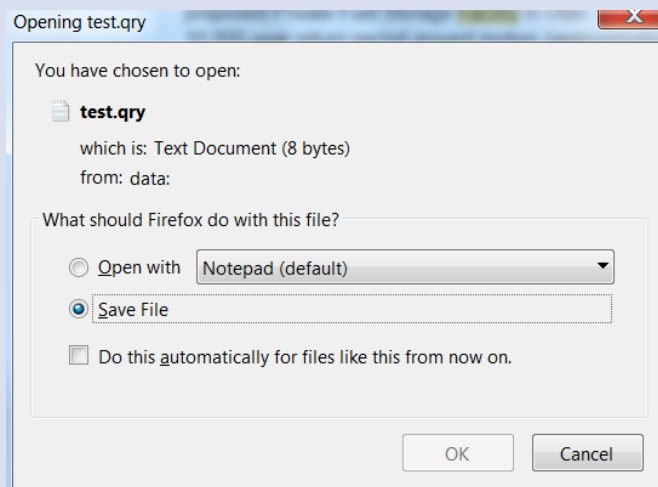*For Safari, open the "Downloads" folder to copy the file to a desired folder and filename.*
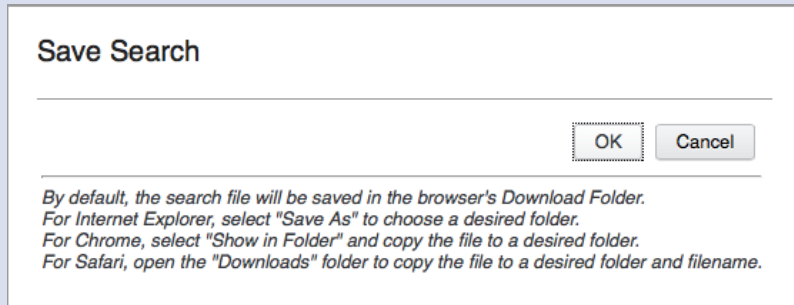
In Firefox:

A pop up will open asking what should Firefox do with this file?
The pop up gives the options to 'Open with Notepad or other' or 'Save file'
Choose Save file option. By default the Search gets saved in the downloads folder.

Opening test.qry

You have chosen to open:

📄 **test.qry**

which is: Text Document (8 bytes)
from: data:

What should Firefox do with this file?

⚪ Open with Notepad (default) ▼
⚫ Save File

☐ Do this automatically for files like this from now on.
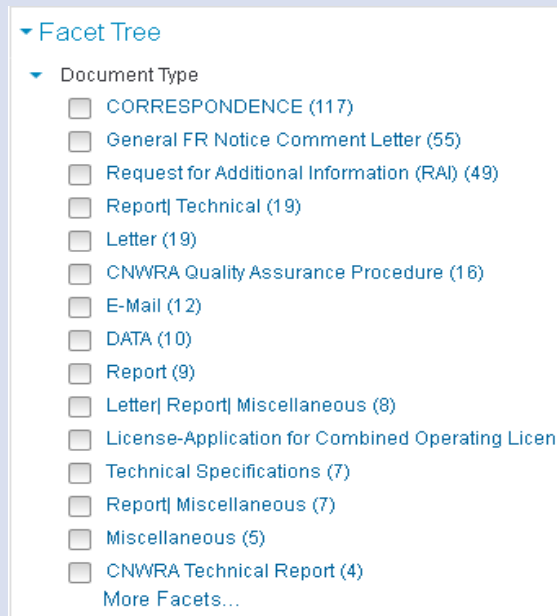
OK | Cancel

Opening a Saved Search

To access a saved search click on the Icon. Choose the search from the folder you saved the search under and click 'Open' to display the search results. For Firefox, click on 'Choose' to display the search results after clicking on the saved search.

**Ways to Narrow Your Search**

Facet Tree
The facet tree is located to the left of the search results. Use the facet tree to refine search results. This section will walk you through how to use the facet tree with step-by-step instructions below. To see more options under any facets, click on 'More Facets' and a new window will open.

▾ Facet Tree
  ▾ Document Type
    ☐ CORRESPONDENCE (117)
    ☐ General FR Notice Comment Letter (55)
    ☐ Request for Additional Information (RAI) (49)
    ☐ Report| Technical (19)
    ☐ Letter (19)
    ☐ CNWRA Quality Assurance Procedure (16)
    ☐ E-Mail (12)
    ☐ DATA (10)
    ☐ Report (9)
    ☐ Letter| Report| Miscellaneous (8)
    ☐ License-Application for Combined Operating Licen
    ☐ Technical Specifications (7)
    ☐ Report| Miscellaneous (7)
    ☐ Miscellaneous (5)
   ☐ CNWRA Technical Report (4)
    More Facets…

To filter the available facet values, type what you are looking for into the Filter box and press Enter. The results will display below.
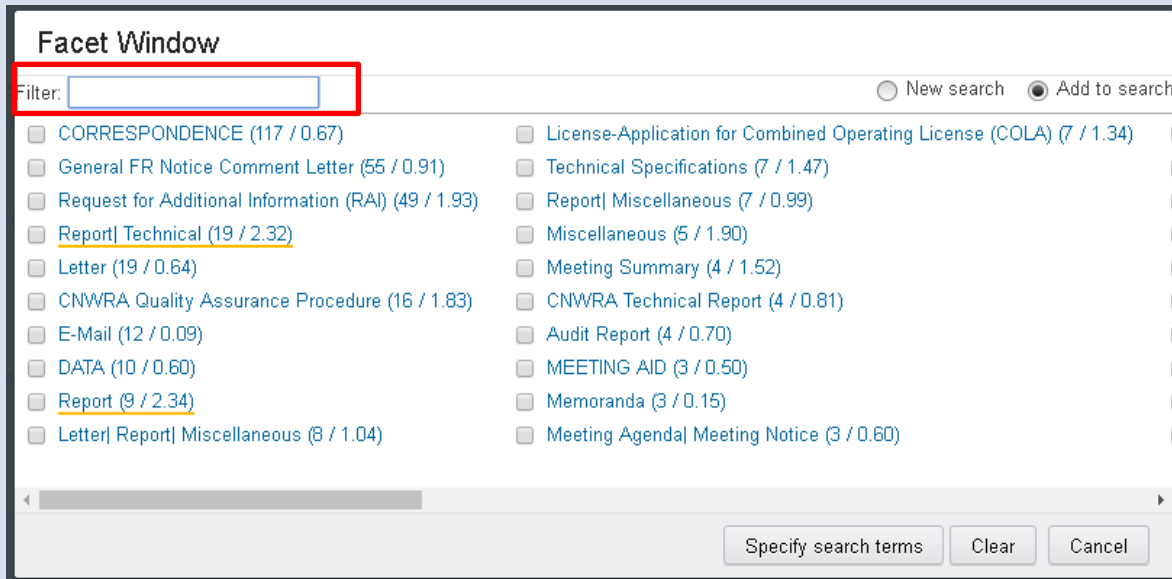
Alternatively, you can access a facet tree criterion by clicking the check box next to that criterion. Then scroll down and click search. You can choose to add the criteria to your current search or you can choose to start a new search.
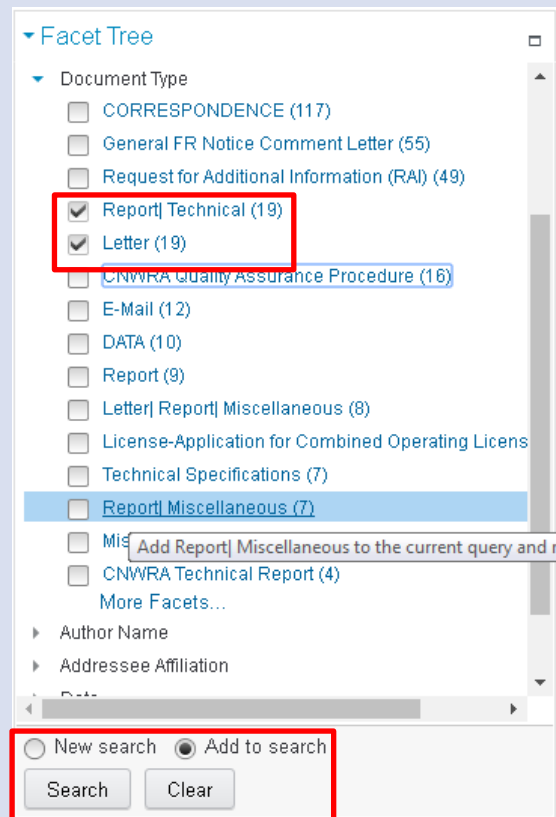
Note: You are able to click select more than one facet tree criterion at a time.
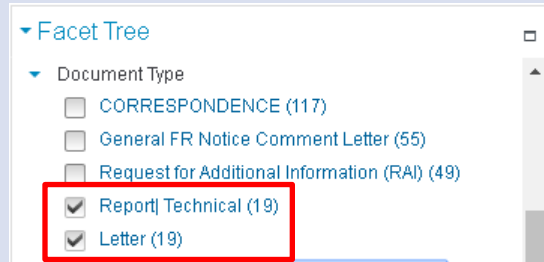
Facet Chart

The facet chart is located to the right of your search results. It allows you to visualize how many documents are available as meeting a certain criterion. You are able to change the criterion you are looking for by selecting the drop down box. To narrow your search results, click on any of the names to the left of the bars representing the number of documents meeting that criterion. The new search results will display.
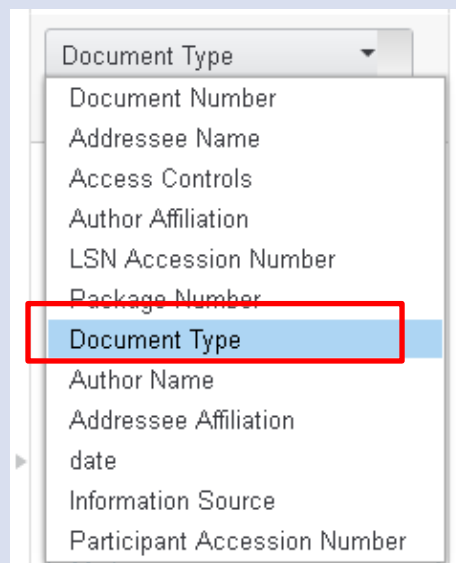
Time Series Chart

The time series chart, located just below the search results, allows you to see the frequency by date of documents meeting the search criteria. Each bar represents a certain period of time. Click on any of the bars in the chart to narrow your search results to that period of time. Once you select the time period click on

For example: Click on the 1993 bar. Then click on and the results for that year will appear.
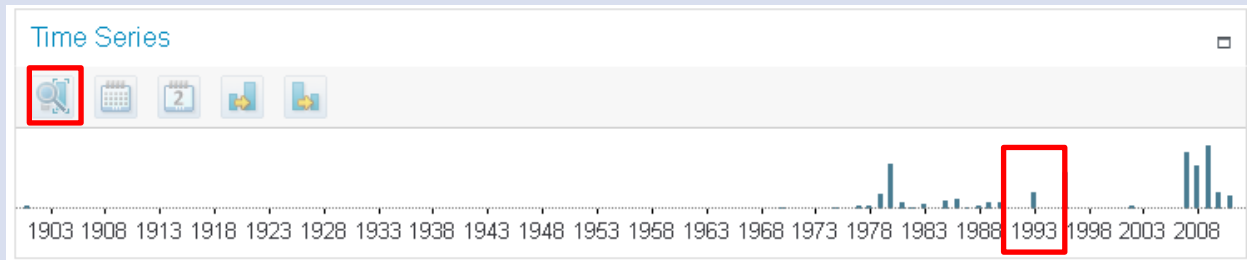
The new results will only include documents from 1993 and, as seen below, the time series chart updates to show a bar for each month in 1993. You can click again on the month box to obtain the results for that month of the year.
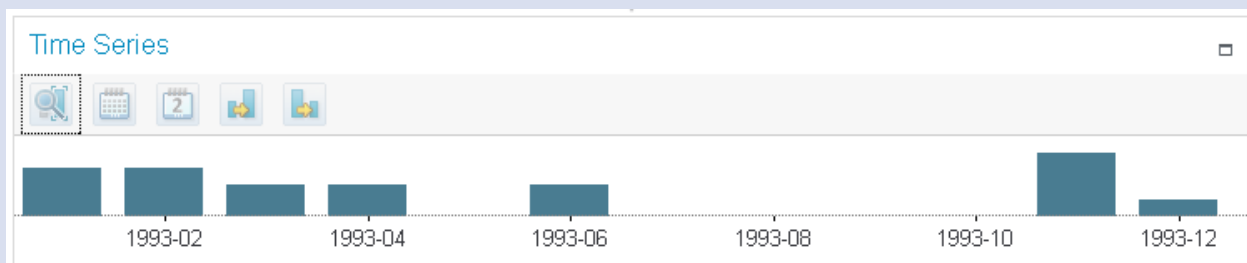
Query Builder

Query builder allows you to build custom queries. Click next to any of your search results to open the query builder. Select the type of query you want to create from the highlighted drop down box. Select the type of search you want to conduct from the highlighted choices at the bottom of the screen. The query builder will collapse and the results will display.

The user can build a query based on specific document by highlighting any of the search results then click on 'Actions' as seen in the screenshot below

Click on drop down option in 'Actions' as indicated in the screenshot below
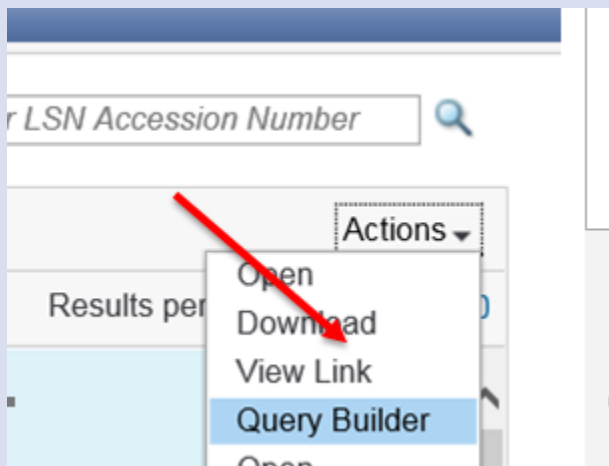
Click on 'Query Builder'. You can build your query by choosing any of the options highlighted in in the red box in the below screenshot and click on 'add' or 'remove' if you need to remove one or more of the words in the query box. Click on 'AND Search' to add to initial search.
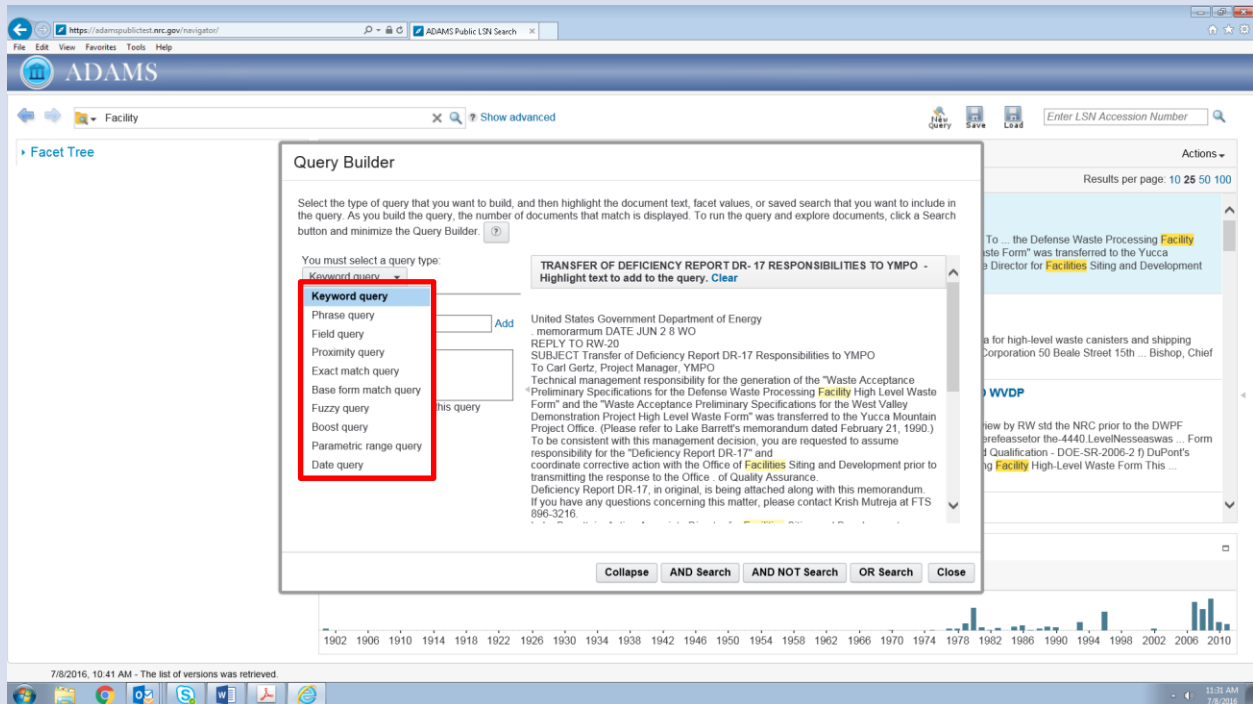
Query Builder

Select the type of query that you want to build, and then highlight the document text, facet values, or saved search that you want to include in the query. As you build the query, the number of documents that match is displayed. To run the query and explore documents, click a Search button and minimize the Query Builder. ⑦

You must select a query type:

[Phrase query ▼]

Build phrase queries:

[   ] Add

Remove / Remove all

[Accident Mitigation Design Alternatives]

2 results match

2011/03/07 P8 Testing C - P8 E-C Test Plat A ...simple e-mail w/mult attach, HTML format - Highlight text to add to the query. Clear

1
STPDACPub Resource
From: Gonzalez, Carlos
Sent: Monday, March 07, 2011 4:17 PM
To: Hearing-Public Resource; Hearing-NonPublic Resource
Subject: P8 E-C Test Plat A ...simple e-mail w/mult attach, HTML format Attachments:
TEST Word file.doc; TEST HTML file.htm; image001.gif; image002.gif; image005.gif; image006.gif; image007.png
This is a simple e-mail With multiple attachments "Word"; "HTML" Using HTML format

Monday March 7, 2011 -- Headquarters Edition Staff Changes: Temporary Senior Management Changes in ADM. NRO, and NSIR
Staff Changes: Temporary Senior Management Changes in ADM. NRO, and NSIR
Yellow Announcement No. 030, "Temporary Senior Management Changes in the Office of Administration, Office of New Reactors, and Office of Nuclear Security and Incident Response," is now available on the internal Web site under Yellow Announcements.
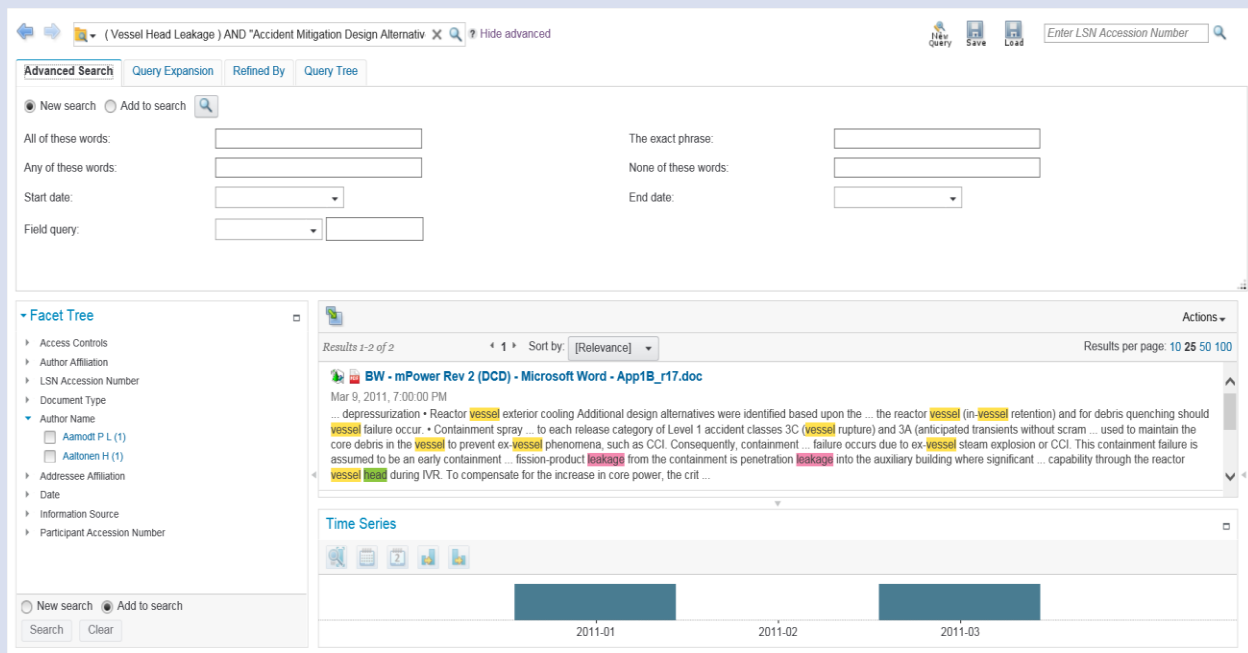
[Collapse] [AND Search] [AND NOT Search] [OR Search] [Close]

The search results are displayed as shown in the screenshot below.

The following are several of the types of queries available in the drop down box.

Proximity Query – Used to create queries for words within a certain distance of each other. You can select if you would like the words to be in the same sentence or in the same order.

Date Query – Allows you to specify a date range to be added to your search query. You can select the start date and end date to determine the search date range.

Field Query – Allows you to choose a field from the drop down box, e.g., title, and add a value for the selected field to the search query.

Query Builder

Select the type of query that you want to build, and then highlight the document text, facet values, or saved search that you want to include in the query. As you build the query, the number of documents that match is displayed. To run the query and explore documents, click a Search button and minimize the Query Builder. ⑦

You must select a query type:

[Field query ▾]

HELIPAD AT EXPLORATORY STUDIES FACILITY (ESF) - **Highlight text to add to the query. Clear**

Build field queries:

Field: [title ▾]

Value: [_____] Add

Remove / Remove all

[title:facility]

23 results match

Department of Energy Yucca Mountain Site Characterization Project Office P. O. Box 98808
Las Vegas, NV 89193-8608 WBS 1.2.7
QA: N/A
JAN 2 9 1993
L. Dale Foust Technical Project Officer for Yucca Mountain Site Characterization Project TRW Environmental Safety Systems, Inc. ATTN: Chuck Rivkin Valley Bank Center, Suite P-110
101 Convention Center Drive Las Vegas, NV 89109
HELIPAD AT EXPLORATORY STUDIES FACILITY (E8F)
During your design of the ESF, please consider the design and construction of a helipad to be used for an emergency medical evacuation helicopter.
If you have any questions, please contact Russell B. Baumeister at (702) 295-5871.
Winfred A. Wilson
YMP:RBB-2259 Site Manager
cc: R. E. Davis, RSN, Mercury, NV, M/S 717 A. C. Robison, YMP, NV J. M. Replogle,

[Collapse] [AND Search] [AND NOT Search] [OR Search] [Close]