T-constraints are a Backstage-developed searching tool to help make quality control just a little easier. With t-constraints we can look for existence of data, omission of data, or combinations of some data existing with other data missing. The possibilities are endless, but we have just a small little cheat-sheet available to help you construct some basic search commands.

t-constraint key

t=	Search for following tag
[2]t=	At least two of this tag exist (you can put any numerical digit in the
	brackets)
s=	Search for following subfield
[2]s=	At least two of this subfield exist within the tag
i=	Search for the following indicators, bracket the digits
=1	Previous information exists
!=1	Previous information does not exist
=3	Search for the following Case Sensitive information
!=3	The following information does not exist (Case sensitive)
=4	Search for the following non-case sensitive information
!=4	Following phrase does not exist (not case sensitive)
[a-z]	Looking for uncapped letters from a-z
[A-Z]	Looking for Capped letters from A-Z
[0-9]	Looking for numbers 0-9
?	Variable information (typically used with indicator information)
٨	Tag or subfield begins with the following information (must be placed at
	the beginning of your "specific information" phrase
\$	Tag or subfield ends with the previous information (must be placed at
	the end of your "specific information" phrase)
\	Includes the following punctuation
[15,3]	15 is position in 008. 3 is length
&	Include both items in your search
	Either one OR the other included in your search, but not necessarily
	both

- 1. Always start with largest piece of information (i.e., the tag number to search, t=) and work your way down to most specific. Tag numbers can be variable such as XXX to search all tags, 6XX to search any 6xx, or X10, etc.
- 2. Text information (words, punctuation, etc.) needs to go in quotation marks (" "). This information must be preceded by !=3, =3, !=4, or =4
- 3. Each t-constraint MUST contain at least t= or [2]t=

Order of information/Examples: <u>Always</u> start with largest piece of information first and work your way down to the most specific.

TAG, EXIST?

t=546=1

searches for records that include a 546 tag

t=6XX !=1

searches for records that do not include a 6xx tag

[2]t=949=1

searches for records with at least 2 949 tags

TAG, SUBFIELD, EXIST?

t=700 s=e=1

searches for a 700 with a \$e

t=260 s=b !=1

searches for 260 tags that are missing \$b

TAG, SUBFIELD, EQUALS?, "SPECIFIC INFORMATION"

t=949 =3 "REFERENCE"

searches the 949 tags for the case-sensitive phrase "REFERENCE"

 $t=050 \text{ s}=ab = 3 \text{ "}^[a-z]" \mid t=050 \text{ s}=ab = 3 \text{ "}^[a-z]"$

searches for 050 tags that have EITHER a subfield **a** or **b** that begins with a lowercase letter OR a period and lowercase letter

t=245 s=c =4 "trans"

searches for "trans" anywhere in the 245c (will find trans., translator, translation, etc.)

t=773 =4 "\.\$"

searches for a 773 tag that ends with a period

t=ldr=4 "m"

searches for an "m" in the leader, not case sensitive, so this would pick up both the BibLvl and ELvl

TAG, 008 POSITION, "SPECIFIC INFORMATION"

t=008 [15,1] =4 "x" & t=26x s=a =1 & t=26x s=a !=4 "identified|S\.1\."

searches for the 008 country code that starts with "x" but there is a 26X \$a that exists that does not have the phrase "Place of publication not identified" or the Latin abbreviation "S.l."

**Note, that when you want to include punctuation as part of your search string, you will need to precede it with \ to indicate we're looking for the actual character and not a variable.

TAG, INDICATORS, EXIST?

t=650 i=[?5]=1

searches for 650 tags that have second indicator 5

t=264 i=[?4] & [2]t=264 !=1

searches for a 264 with 2^{nd} indicator 4 where there is not a 2^{nd} 264 present in the record.

The question mark denotes that any value can be in the first indicator position

Practice: Create a t-constraint based on the following scenarios (use the previous examples and table for hints)...

- 1. I want to look for a serial record.
- 2. I need to find records that don't have a \$v in the 490
- 3. I want to find 300 tags that have no pagination.
- 4. I need to look to see if I put "cases" in a \$v in my 650 tags
- 5. I need to find records that have a 546 but don't have an 041
- 6. I need to find 501 with notes.
- 7. Do my original cataloging records need a gov. code in the 008 for my 110 tags?
- 8. My 541 tags cannot end with a period, I need to look for that.
- 9. BONUS: I have a medium of performance listed in my 240 field but I want to find those with a 382 but no subfield s in that field

Practice ANSWERS:

1. I want to look for a serial record.

t=ldr =3 "s"

- 2. I need to find records that don't have a \$v in the 490 t=490 s=v!=1
- 3. I want to find 300 tags that have no pagination.

t=300 s=a =4 "^p\. :" | t=300 s=a !=1

- 4. I need to look to see if I put "cases" in a \$v in my 650 tags t=600 s=v = 3 "cases"
- 5. I need to find records that have a 546 but don't have an 041 t=546=1 & t=041!=1
- 6. I need to find 501 with notes.

t=501=1

- 7. Do my records need a gov. code in the 008 for my 110 tags? t=110 i=[1?] = 1 & t=008 [28,1] = 4 "
- 8. My 541 tags cannot end with a period, I need to look for that. t=541=4 "\.\$"
- 9. BONUS: I have a medium of performance listed in my 240 field but I want to find those with a 382 but no subfield s in that field

t=240 s=m =1 & t=382 =1 & t=382 s=s !=1