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Introduction

PatBase is a searchable patent family database covering over 100 patent-issuing authorities. Developed by professional searchers for patent professionals it combines full-text searching with instant patent family display – one record is one invention. PatBase was developed in partnership by Minesoft Ltd and RWS Group in 2003. The PatBase interface is available in three languages: English, Chinese and Japanese.

Definition of a PatBase family

A PatBase family contains all publications that share one or more common priority number(s). This includes continuations-in-part.

If PatBase families become very large (100+ members) where possible these are broken down into sub-groups of simple families. A simple family is one where all priority numbers are shared.

Any PatBase family can be viewed as 'simple families'. This is an option found under Settings / Display & search options / View simple families.

The Priority Map, visible when viewing or browsing a PatBase record, provides a breakdown of priority information.

Log In

To log in go to the secure PatBase Login page https://www.patbase.com

Enter your User ID (usually your email address). Enter your Password. Enter a Sub account. Sub account is optional and is used when you want to charge a search to a named account. Visit Accounting / Sub account for further details. Check ‘Remember my login information’ if you want
PatBase to remember your login details. Check ‘Continue last session’ if you want to continue working from where you last logged off.

The ‘Continue last session’ check box is important if you accidentally close your browser or you do not use the Logoff button to exit PatBase. When this happens, the next time you try to log in you will receive a red warning message and you will have to re-enter your login details. The red warning messages indicates PatBase does not have a record of you logging off the system. If you wish to continue the session you have been disconnected from, please check the ‘Continue last session’ box.

NOTE: If one of your colleagues is using the same User ID, this may result in loss of data. We recommend that you do not share User IDs. Please contact support@minesoft.com if you require additional User IDs.

Once logged into PatBase the main menu page appears.

Welcome Screen

Coverage

On the right hand side listed under ‘General information’ details of PatBase coverage are provided. The coverage pages give detailed information about all additions to PatBase. The coverage pages are updated weekly (Monday am, UK time). Clicking on hyperlinks for the major countries will link to detailed statistics. The coverage from previous weeks’ is available. This icon ![image](image) indicates information of note. Last update, the fourth option listed, gives details of latest data additions for the major countries only.

Assistance in the form of Help files, tutorials and contact details are provided.

Quick guide links to the Command language used within PatBase.

The other tab, ‘Shortcuts’ provides quick links to frequently used PatBase pages.
**Settings and accounting**

**Settings**

Access ‘Settings’ from the main menu page from the tabs shown below the main toolbar. These are user settings which allow for some customisation.
**Display & search options – Display options**

![Display options](image)

- **Default keyword search** – Pre-set the sections of patent documents to search; full-text; claims, title & abstract; title & abstract etc. **NOTE**: Searching ‘Claims, title and abstract’ is the default setting.

- **Default number of records to display** – Specify the number of records to display.

- **Default record display format** – Specify the default display format for records, e.g. Classic.

- **Define custom display format** – Check which fields to display. Click ‘Save display format’. It is possible to add five different custom formats using Custom, Custom1, Custom2, etc.

![Custom display options](image)
This option is available from within Display & search options and as a separate option (listed second) under Settings.

NOTE: The KWIC option (Keywords in Context) displays only the parts of records where keyword search terms appear.

NOTE: Asterisks mark which fields the country display preference is applied to.

After being saved, custom formats appear when viewing records and can be selected from the Display format dropdown.

Default sorting order of records – Specify the order documents are displayed. Select an option from the dropdown menu, e.g. Priority date desc (descending).

PDF export page size – Choose the default PDF page size, ‘A4’ or ‘Letter’.

Search history display order – Choose to order the Search history, descending (most recent first) or ascending.

Disable floating toolbar – When scrolling through a set of records, the toolbar moves down so that it is always visible / accessible.

Use larger fonts – Expand the fonts.

Disable auto stemming of words when highlighting – Grammatical variations of ‘English’ keywords are highlighted unless this option is disabled.

Enable keyboard shortcuts for navigation of results – This option enables quick navigation of results. When the option is enabled the family bar will change from grey to yellow.

Shortcuts OFF
Shortcuts ON

1) Family number: 42500000 (US2010130445A)
Title: [EN] NITROGEN-CONTAINING FIVE-MEMBERED HETEROCYCLIC COMPOUND

Keyboard shortcuts are given in a box at the bottom right of the screen. Click on this key to open a PDF which lists all shortcuts.

Allow multiple popups – Check so that each link loaded, e.g. Legal status, mosaics, Full-text, etc, gets their own new window and does not populate an existing open window.

Show non-Latin assignees and inventors - Display original assignee names in non-Latin characters, as well as transliterated versions.
NOTE: This option needs to be enabled to search and display non-Latin information in PatBase.

View Simple Families – Enable the display of simple families (members with identical priorities are grouped) within the PatBase family tables.

Do not display inventor names in Assignee field – Removes any Inventor names from the Assignee field. NOTE: Inventor names will still appear in the Inventor field. Even though inventor names are removed they are still searchable.

Dead or alive – A tag to indicate the legal status (dead or alive) of a publication is displayed within the PatBase family table when the functionality is enabled.

Sort family table by – Set the default sorting order for family members.

Country code: publications appear in alphanumerical order based on the country code
Publication date asc: earliest publication date first
Publication date desc: most recent publication date first
Custom: select your preferred country order

Display & search options – Search options

Enable Japanese classification – Search Japanese classifications (F-Terms, F-Index and Facet) from the search form.

Enable German classification – Search German classifications from the search form.

Expand command line – The command line will remain expanded throughout all searches.

Use symbols (+ - ,) as Boolean operators – If selected, these symbols will work as ‘AND’, ‘NOT’ and ‘OR’.

Enable Autosuggest - Disable the autosuggest by deselecting this option.

Delete autosuggest data – Check to delete autosuggest data.

Select ‘Save options’ at the bottom of the screen in the orange box for the changes to take effect.
**Settings / Change Password**

We recommend passwords are changed on a regular basis for security reasons. Should you forget your password it can be retrieved by filling out the ‘forgotten your password’ option found on the PatBase Login page. The user will then receive an email containing their password.

**Settings / User group management**

User groups relate to folders and enable certain groups of users to view particular folder(s).

**NOTE:** These user groups can also be set up from the ‘My folders’ page.

To create a new user group click on ‘add new group’ and enter a name for the new user group. Click on ‘create’. A list of all available users will appear in the box on the left hand side. Select user(s) and click on the arrow pointing towards the box on the right hand side. The selected names will be transferred into the ‘Selected Users’ box. A Lookup box enables the searching of email addresses.

When all users for the new group have been selected, click on the ‘Back to user group management’ button. The User group will automatically be created. The user can view / edit, rename or delete a group from the ‘User Group Management’ page.

**Settings / Custom User Fields**
The option to create user fields is only available to PatBase administrators. Up to 10 customised user fields can be created and applied per account.

Custom User Fields are valuable for adding internal tags and values to records, for example a product category or invention description. These can be made visible and searchable in PatBase to users who have access to the same account.

Enter a field name and, from the dropdown menu below it, select the appropriate field type:

- **'allow single selection of values'** - create multiple values but only apply one of these values to a record from a dropdown menu.
- **'allow multiple selection of values'** - create multiple values and apply more than one value to a record by selecting the corresponding tick boxes.
- **'a text field'** - enter text within a record. For example, create a field called 'Notes' and enter a brief note about the record. The text entered is searchable allowing users to search records based on the text entered in this field.
- **'a date field'** - apply a date to a record. For example, to enter approximate expiry dates for certain records, enter 'Estimated Expiry date' in the field name and select 'a data field' from the dropdown to apply dates to records and enable all users to search records against these dates.

Once the field type has been selected, from the 'Field position' dropdown menu, select the position of the display of the new custom user field within a record, in relation to other custom user fields.

Select the appropriate 'User permission' from the dropdown menu. Regardless of the user permission selected, all PatBase administrators will be able to view and edit Custom User Fields.

When selecting 'allow single selection of values' or 'allow multiple selection of values' from the 'Field type' dropdown menu, enter a value in the text box entitled 'Field Values' and select 'Add value'.

The value will be added to into the large text box below and, if creating more than one value, use the options listed below this text box to edit the value or adjust the display order of the field values in
relation to each other. Click to highlight the value within this box then use the options to move the position or edit the value.

Click on 'Add field' and if the Custom User Field has been successfully created, it will be displayed in the list below. Select 'Edit field' to make further changes and, to remove the field altogether, select 'Delete'. If a Custom User Field is deleted this will remove the corresponding value(s) from all records to which this user field has been applied.

**Applying Custom User Fields to PatBase records**

Depending on the 'User Permissions' either only PatBase Administrators, or all PatBase users, will be able to apply custom user field values to records when 'Viewing' or 'Browsing' records within a search query or a folder.

**NOTE:** Custom User Fields are only visible from the 'Classic' and 'Full' display formats and can also be made visible from Custom display formats.

If a record has no custom user fields applied, click on the link 'Add Custom User Fields' and an overlay will appear, add the relevant values and select 'Save'. Refresh the page in order to see the custom user fields applied. Select 'Refresh' from the menu by right clicking on the page.
If a record already has values applied, these will be listed below 'Custom User Fields' within the record. To change or add another value, select the 'Edit Custom User Fields' link and an overlay will appear, select additional field values and/or edit existing values and select 'Save'. This will save changes. In order to view the changes made to the record it is necessary to refresh the page and the change in Custom User Fields will visible.

Please note, once the user has added or edited custom user fields, selecting ‘Clear’, will only clear the fields recently added and not all fields previously applied to a record. This reduces the chances of values applied previously to a record by other users being accidentally deleted. To clear previously added values, it is necessary to clear each field individually and select ‘Save’ to save changes.
Applying Custom User Fields to multiple PatBase records simultaneously

Users with administrator rights will be able to apply custom user field values to a batch of PatBase records from the Search History page using the more... option / Assign Custom User Fields. The maximum number of records that can be bulked assign to a Custom User Fields is 250 (PatBase will use the default sort order to select the first 250 records if the search query contains more than 250 records).

NOTE: When bulk assigning Custom User Fields, existing Custom User Fields will be removed from records and new values applied.

Custom User Fields can be included in the export of results or folders by exporting in 'Other formats' and selecting the relevant tick box on the 'Family' or 'Publication' tab. Alternatively select a format to combine with a Display format which includes Custom User Fields such as Word, PDF etc.

Settings / My Users / Manage my users

The option to 'Manage my users' is available to users with administrator rights and can be found under Settings / My Users. Managers can add or delete users, change passwords and/or email addresses and select other users to have administrator rights.

At the top of the page the 'Number of Users Allocated' is displayed which indicates the total number of User IDs allowed under the account. New users can be added up to the limit displayed here. The 'Number of Users' displays how many User IDs have currently been set up and are in use. If more User IDs are required, please contact support@minesoft.com.

To add a new user to the account, click 'Add a new user.' A pop-up window will appear with the form to create a new UserID. A UserID, User Name and Password must be entered. The password can subsequently be changed by the user. Notes can be added. A search box is provided to search for existing users. The table can also be sorted by clicking on the column headings.

Several options can be set for each user:
- Admin: check this box to enable administrator rights.
- Sub account required: check this box to force the user to enter a sub account.
- Allow orders from external sources: check this box if the user is permitted to order additional services from Minesoft or RWS. See Request other services.
- Hide command line: check this box to hide the command line.

Click 'save'.
**Accounting**

**Usage Report**

This option allows users to view their usage for a given period. Select Accounting from the main menu page, then View my usage.

Select the period of interest (This month, Last month, Last 3 months etc) from dropdown menu and click ‘Submit’.

An option to save the usage to Excel is available from here. This provides detailed information including searches made and time of the searches.

**NOTE**: Should you lose a search strategy and need to revisit it this is a good place to retrieve it.

Those with administrator rights can view all users’ usage, under My users usage. This can be viewed in Excel or as a table. In addition to specific months, admin users are able to range the dates to retrieve usage data for, by using the From and To date boxes provided:
Click ‘View login graph” to display an overview of access. Breakdowns by IP address and userID are also available.

**Accounting / Billing**

If a user needs to charge searches back to internal departments or clients the sub account is a useful function.

**Sub account**

A sub account is entered on the Login page before logging into PatBase. This option to enter a sub account can be made compulsory by an administrator, see Sub account required.
NOTE: A sub account can be changed by going to Accounting / Change sub account or more simply during searches by clicking on the orange icon found on the top right of the screen.

This sub account information is then logged alongside usage. See Accounting / Usage report. To make the sub account entry of value the Billing needs to be set up.

**Accounting / Billing / Set up**

Accounting set up assists in calculating the cost of user sessions. In effect it is an internal accounting system ideal for re-billing either internally or to clients. A choice of currency is available. Enter values and click ‘Save options’.

**PDF (patent copy) order set up**

The PDF order set up option is only available to PatBase administrators. It is found on the main menu page under Settings / My users / PDF order setup. PDF order setup enables administrators to select / see which subscription they have for PatentOrder (PDF ordering): Intranet, Desktop or ‘pay as you go customer’ (PDF copies); and for the latter order PDF credit if necessary.
PatentOrder Intranet customers can simply type in their PatentOrder URL to order documents.

PatentOrder Desktop customers can cut and paste the PDF numbers from the PatBase order page into their PatentOrder Desktop window, after they have run a search and chosen to order PDFs for all or some results; the order will then run via PatentOrder Desktop. For pay as you go customers, administrators are able to purchase PDF credits in batches of 200. Select the link ‘purchase more PDF credit’ from the PDF order screen. A new window will appear. Administrators can enter the amount of credit they wish to purchase and confirm by entering in their User ID / email address.

Please contact support@minesoft.com for unlimited PDF PatentOrder subscription options.

Search

Search form

PatBase’s main search form is fully-featured and simple to use. It can be used at any time during a search session and provides a structure to searches if you are unfamiliar with command language and/or field qualifiers.
Access the Search form from the main menu page or from the toolbar under Search.

Enter the criteria you wish to search. Multiple fields can be searched at once – as shown in the above example. Then click 'Search'. To empty the form click 'Clear'. A search filter can also be created by checking the 'Create a search filter' box at the bottom of the form. Refer to ‘Create a search filter’ for more information.

When searching keywords a check option to ‘Search within the same publication’ is available. If this box is not checked words could be found anywhere within the same family.

Click this icon 📜 to access the Browse index (or Lookup) for a corresponding field. The Browse index feature allows users to see the contents of the database index before submitting a search. The Browse index enables users to explore variations in spellings for example.

Click on this icon 📜 to access the PatBase help file for the related field.

**NOTE**: When searching classifications the German and Japanese Classification search options are only available if enabled in the Search & display options found under the Settings tab.

Boolean operators and truncation can be used in the search form. For details of these and the command language used in PatBase visit the ‘Quick Guide’. This is accessible from the Welcome page / General information.

**Quick search**

Quick search offers a simple search form for keyword and / or Inventor or Assignee searches. Access the Quick search from the main menu page / Search.
Keywords: Search keyword(s) of interest.
Search in: Set which part of the text you would like to search in.
Names: Search Assignee or Inventor names.
Dates: Countries: Select the time period and where you would like your search.
Click ‘Search’. Click ‘Clear’ to remove everything from the Quick search form.

NOTE: When searching keywords stemming is automatically applied to the search criteria meaning grammatical variations of English words will be also returned.

To search for words appearing together, or a phrase, use quotation marks (stemming will be applied wherever possible). E.g. "diving suit" will search for these two words next to each other. This applies also to the Name field. E.g. "David Bell" will only retrieve ‘David Bell’ and not variations such as ‘Bell David’ or ‘Bell D.

Please refer to the Quick Guide found on the PatBase welcome page under General information for more information on Boolean Operators and PatBase command language.

**Non-Latin search**

The Non-Latin search can be accessed from the main menu page / Search.

Using the non-Latin search form users can search non-Latin texts: Chinese, Japanese, Korean, Russian or Thai. They can also search English machine translations of all the non-Latin texts. Select which sections of documents are to be searched; Claims, title & abstract for example. From the tabs select which country you are interested in, or select All. Only one non-Latin language can be searched at one time, but search statements can be combined from the Search history page as shown below.
Term Translator

To assist with non-Latin searches a Term Translator is provided. Powered by WIPO’s CLIR system the Term Translator enables those with no understanding of non-Latin languages to search them.

In the example above the language selected is Japanese and the term entered for translation is anxiety. Boolean operators, proximity operators and truncation be used in non-Latin searching. Select how narrow or broad the translation should be. Click Translate. Once the text has been translated the
‘Add to search’ tab appears. Clicking on ‘Add to search’ will transfer the terms to the top Search box. The terms can be edited if required before adding them to the Search box.

**NOTE:** If a term is entered in a Latin language other than English (French, German, Portuguese or Spanish) the term is translated into English then subsequently the selected non-Latin language. Having the term translated into English means the machine translations will also be searched.

Non-Latin Assignee and Inventor names can be searched from the Search form (main menu / Search / Search form) providing that the option is enabled in **Settings / Display & search options**.

Non-Latin Assignee and Inventor names can also be searched in the command line:

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>INVNL=（일영필）</td>
<td>201</td>
</tr>
<tr>
<td>4</td>
<td>PANL=（可口可乐公司）</td>
<td>418</td>
</tr>
</tbody>
</table>

**NOTE:** Russian Assignee and Inventor names have been transliterated for their display in PatBase.
PatBase Thesaurus

The PatBase Thesaurus look-up helps finding synonyms for searching. It can be a useful tool to broaden or refine searching depending on how terms are combined with operators. The PatBase Thesaurus can be accessed either from the Search tab within the floating toolbar under Tools, or the right hand side of the PatBase history page on the Information tab under Search Tools.

The PatBase Thesaurus allows users to identify and add synonyms, keywords, acronyms and translations of particular terms to a PatBase search strategy. The PatBase Thesaurus offers a type-ahead functionality to help identify terms or synonyms of interest and include these in a search. The PatBase Thesaurus is split into four different thesauri covering General terms, Gene & Proteins, Chemical terms and Languages. Each section can be found along the top, select the relevant tab to start exploring.
Each option provides a search bar along the top, in which the search term(s) of interest can be entered and selected from the options provided in the type-ahead or searched as entered. Within the search bar 5 buttons to help searching are available

Clear: will clear the search bar.
Toggle: Allows selected terms to be removed.
Copy: Will copy the selected terms.
Edit: Opens up the selected terms in an editable search box, here Boolean operators can be changed, a field qualifier added etc.
Search: Will run the search in PatBase.

**General**

The general search option allows user to find relevant synonyms to search within PatBase. As a term is entered a type-ahead will appear, select a term from here of search the entered term(s). Depending on the type of word, a selection synonyms will appear. If a word has more meaning it is possible to choose a term to search from a list of similar terms or terms identified within the Full Text of the PatBase Thesaurus resources.
Gene & Proteins

Enter a gene or protein of interest to display a list of relevant synonyms. General information about the searched gene or protein is provided above the available synonyms along with a link to NCBI for detailed information.

Any publication in PatBase containing sequence information which is available in PatSeq contains a link in the Full Text. The link pulls the sequence through to the PatSeq database to view further information.

NOTE: When using the Sequence search form, the searches are performed in the actual sequence files not the full text. Coverage is US patents and applications from 2005 to date.

To view and/or save a Sequence File, go to ‘Full Text’ for a relevant record. The Sequence Files are found on the right hand side of the pop-up window under each publication. Click on ‘Save seq file’ in the top right hand corner to save the file in XML format.
Chemical

The Chemical Search provides a fast and easy way to find relevant synonyms and numbers to enhance chemical searching within PatBase.

Enter the chemical name, trade name or CAS registry number of interest to find synonyms and corresponding numbers. Autosuggest is applied to the search box, which means as soon as a name or number is entered a list of synonyms will appear.

For Example: Sodium Chloride
Or 7647-14-5 (CAS registry number)

The next page will display the corresponding chemical structure and description along with a list of different names, numbers and synonyms of the chemical.

If a new search is needed, click on 'New Search' displayed below the text box, this links back to the original search page. Otherwise, to continue, choose from the list of names, numbers or synonyms by clicking in the appropriate tick box (multiple boxes can be selected). Once the selection has been completed click on 'Search selected' displayed either at the top or the bottom of the display boxes.

An editable text box will appear with the relevant command language. Please double check the search string and then click 'Run Search' to continue with the search or 'New Search' to start again.

Search results will be displayed on the 'History page' in PatBase. Results can be combined with other search queries in PatBase to refine searching further.

N.B. To search for chemicals containing hyphens, please use the chemical search rather than the search form or command line because hyphens are not indexed in the main PatBase search engine.
Language

Language Explorer search form allows keywords to be translated from Chinese, English, French, German, Japanese, Korean, Portuguese and Spanish into several widely used languages including English, French, German, Spanish and Portuguese.

When using Language Explorer, enter term(s) to translate, select which language to translate from and how narrow or broad the translation has to be, then press Translate. A list of the translated terms will populate, select specific terms or all to add to the search box.

NB. the translated terms are linked to Wikipedia, this can help to assure the translated terms chosen correspond to the intended term.
Legal Status search

Legal Status search offers the possibility to search across INPADOC PRS codes as well as PatBase legal status event groups. Access the Legal Status search from the Search tab on the toolbar.

**NOTE**: The PatBase legal status event groupings were put together in-house.

Enter an INPADOC PRS code in the Event code field to run a search, a country code in the Event country field and/or a date(s).

![Event code lookup](Image)

An 'Event code lookup' tool is provided to assist you. Alternatively choose a pre-defined legal event group, by clicking on the link, e.g. Reassignment, and then enter other details.
Alternatively enter a country of interest and search through all available PRS codes.

**PatBase legal status event groupings**

- **Appeal:** LSAL
- **Reassignment:** LSAS
- Deemed withdrawn/Abandoned/Cancelled: LSDW
- Examined/Supplementary Search report issued: LSES
- Renewal Fees Paid: LSFE
- Granted/Extended (Supplementary Protection Certificate): LSGT
- Lapsed/Expired/Ceased/Dead: LSLE
- License: LSLI
- Non-Entry into National Phase: LSNE
- National Phase Entry: LSNP
- Opposition Filed/Request for Revocation/Partially Amended: LSOP
- Published: LSPB
- Restored/Reinstated/Amended/Partially Amended: LSRE
- Revoked/Rejected/Annulled/Invalid: LSRV
- Reexamination: LSRX
- Withdrawn/Abandoned/Cancelled/Surrendered/Suspended/Terminated/Void: LSWD

Legal status can also be searched using the command line using PRS=.
For example: PRS= LSLI

See also [Command language / Legal status](#) or visit the Quick guide found on the welcome page under General information which lists all PatBase command language.
Semantic search

The Semantic search offers a way to quickly identify key concepts within a patent of interest and incorporate them into your PatBase search strategy.

Enter or paste the text from the abstract, claims or description of a document into the search box and press 'Search'. The minimum requirement to complete a Semantic search is 20 words. Selecting the “Search” button will search the database for any documents whose claims, abstract or description match the text input in the search box.
Selecting “Interactive Search” will identify core concepts present in the input text and present all found concepts as a list with checkboxes. Select the concepts of interest or, if a concept of interest is absent, select “+ Add a new concept” to input it manually.

Once you are satisfied with your selected concepts, click “search” to query the database with your selection.

**Refine by technology area**

Once you have run your Semantic search you will be taken to the technology area screen- here you are informed of the number of results your Semantic search discovered and the technology areas that these results are associated with. Select the technology areas of interest by checking the tick-boxes on
the left then when you are satisfied that all relevant technology areas have been checked click “Search” to be taken to the PatBase history page where you can view your results.

**Similar search**

Alternatively, use the ‘Similar’ functionality within a family. Click on Similar in the family bar and search for similar patents based on Title / Abstract, Claims, Description, Images (for US only), Citations or Classifications.

Similar search can also be selected when viewing non-patent literature to find related non-patent literature.
Citation search

Citations are a list of references appearing in a patent application that refer to relevant prior art. When examining patent documents professional patent examiners cite references from previous patent documents, technical journals and other sources.

Both forward and backward citations can be searched in PatBase. A forward search retrieves patents that are citing the patent of interest. A backward citation search retrieves previously published patents cited by the patent of interest. When searching citation numbers use patent number formats.

Search a publication number’s forward and backward citations by going to Search / Citation search on the main toolbar. Enter a patent number and click ‘search’. From this page forward and backward citations can be navigated through and selected to be searched in PatBase. When a citation has been visited it is marked in bold grey.

Please go to Citation Explorer for further information on how the tool works.

Citations can be searched both in the Search form and using the command line. In the Search form enter the publication number(s) of interest. For example:
To carry out the same search in the command line enter: CT=(EP1911753).
A CT= search will retrieve all backward citations for the entered publication(s).

CTF
The CTF command allows the user to find forward citations for families from a search result set. Please note that citations found in the first 10000 results in the search set will be returned.

“search#” [e.g. CTF 1] will retrieve forward citations for families found in that search (up to the limit of 10000 results).

NCTF command
The NCTF command allows the user to refine their search with regards to the amount of forward citations found.
Example: TA=(tractor and motor) and NCTF>6 (retrieves families with tractor and motor in the titles or abstract and more than 6 forward citations)

CTB
The CTB command allows the user to find backward citations for families from a search result set. Please note that citations found in the first 10000 results in the search set will be returned.

“search#” [e.g. CTB 1] will retrieve all backward citations for families found in that search (up to the limit of 10000 results).

NCTB command
The NCTB command will allow the user to refine their search with regards to the amount of backward citations found.
Example: TI=voltage and NCTB>10 (retrieves families with voltage in the titles more than 10 backward citations)

CTBY and CTBX
The CTBY and CTBX commands enables user to find backward citations with relevant examiner classification codes.
CTBX ‘search query number’ will find backward citations with an X classification (relevant to novelty).
CTBY ‘search query number’ will find backward citations with an Y classification (relevant to inventive step).

E.G.

e | Search query | Results | Options
---|-------------|--------|--------
3 | CTBX 2 | 546 | View | Browse | Hits | Optimise | more...
2 | TAC=(renewable and energy) and PDEP=2015 | 277 | View | Browse | Hits | Optimise | more...

Citation coverage
Citation data is sourced from the REFI, USPTO and DPMA. Coverage of citations is:
US patents – 1976 to date
US non-patent literature – 2000 to date
DE patents as supplied in the DMPA data feed.

For the latest REFI update visit:
http://www.epo.org/searching/data/data/tables/regular.html
NOTE: Many countries in addition to US, EP and WO will appear on the list of documents as well as the US, EP and WO because this information has come from citation information contained within the US, EP and WO documents, which can cite any previously published documents as prior art.

Please refer to Citation Explorer for details on how to view citations.

Using the Number Wizard

Number wizard is found on the toolbar under the Search tab. Number wizard allows users to enter a number with or without a country code. An option to search All number types or select Publication, Application or Priority is available.

![Number Wizard Interface]

Enter a number and click Search. To refine the search to a specific country, enter the country code as a prefix followed by the sequence of numbers.

Classification Finder

The Classification Finder is a tool that allows users to identify relevant classifications by searching for keyword terms that appear in the classification descriptions. The retrieved relevant classifications can then be used to create a search. Access the Classification Finder from the Search tab on the toolbar.

Enter keyword terms or a phrase and choose which classification scheme definitions to search. The US, EC (ECLA legacy), International (IPC), Cooperative Patent (CPC) and JP (F-terms) classification schemes can all be searched. Single terms and phrases can be used, combined with the operators AND, OR, or NEAR (within 5 words).

NOTE: The Wn operator cannot be used.

Once 'Search' has been clicked, all relevant definitions from the classification schemes will be listed, grouped by classification scheme. The number of classifications from each scheme that contain the keywords is displayed in brackets. Select the classifications of interest by checking the boxes and click on 'Search selected classes' to search those classes in PatBase.
Click on a pie icon next to a classification to link to PatBase Analytics and get detailed analysis on that classification within PatBase (see screenshot below).
Query Builder

The Query Builder allows search criteria to be easily combined by using dropdown menus with the various Boolean operators AND, OR and NOT. Access the Query Builder from the Search tab on the toolbar.

Additional search fields can be added by clicking on ‘+ Add another field’. The searches can also be combined with / excluded from any searches in your current Search history. Use the dropdown ‘Combine with previous search statement’.

Corporate Tree

The Corporate Tree offers a way to quickly and easily identify subsidiaries and other affiliations of a chosen corporation, so that related companies can be included in an assignee search. Access the Corporate Tree from the Search tab on the toolbar.

NOTE: The Corporate Tree data was, and is, compiled and updated in-house.

Enter an Assignee name in the Company name search box and press ‘Search’ to display the corporate tree for a parent company. Click on ‘+ show all subsidiaries’ to display all affiliations and subsidiaries of the parent company. Information about the company can also be displayed.
All or some affiliated assignee names can then be selected to search in PatBase. Check boxes as required and click 'Search selected companies'. The number in brackets after the assignee’s name represents the total number of families the specific assignee is associated to.

**Searching FDA data**

FDA data is searchable in PatBase via the command line by using any of the following commands:

<table>
<thead>
<tr>
<th>PatBase Command</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDA=</td>
<td>Will retrieve any PatBase records containing references to FDA Orangebook data</td>
<td>FDA=YES</td>
</tr>
<tr>
<td>FDA=</td>
<td>Will search any field in FDA data</td>
<td>FDA=tritec</td>
</tr>
<tr>
<td>FDAAN=</td>
<td>Will search the FDA application number</td>
<td>FDAAN=021473</td>
</tr>
<tr>
<td>FDAAP=</td>
<td>Will search the FDA applicant</td>
<td>FDAAP=BAYER</td>
</tr>
<tr>
<td>FDAAI=</td>
<td>Will search any active ingredient</td>
<td>FDAAI=HYDROCHLO*</td>
</tr>
<tr>
<td>FDAPN=</td>
<td>Will search the FDA Propriety/Trade name</td>
<td>FDAPN=ACTOS</td>
</tr>
</tbody>
</table>

On PatBase records where FDA data is present it will displayed underneath the Abstract. The FDA data information will only be visible in display formats containing the Abstract.
To view further information about the FDA data, click on the application number, this links out to the relevant record on the Minesoft Orangebook site.

Links to the US and EU Clinical Trials are available next to Active Ingredient and Proprietary Name in the FDA data table. Click on the relevant flag to view information about relevant Clinical Trials.

**Non-patent literature (NPL) module**

The non-patent literature module in PatBase/PatBase Express allows users to search over 12 sources of non-patent literature from within the PatBase/PatBase Express interface. Using either a basic keyword search or an advanced, multiple field based search, users will identify relevant literature from the following resources which have been grouped by discipline:

**Agriculture**
- Agricola
- Agris

**Science**
- ScienceDirect (API)
- PubMed (API)
- HighWire
- WorldWideScience
- Science.gov

**Computing and Engineering**
- IEEE Xplore (API)
- Inspec (API)
- CiteSeerX

**Multidiscipline**
- Scopus (API)
- Springer Link (API)
- Google Scholar

Resources marked above with API are direct feeds into PatBase and hence can be searched within the user interface and whose results can be de-duplicated in a list of “Meta Results”. For non-API resources, the search query is parsed through to the resource via the URL and the results are shown accordingly. If a user wants to only search and display the list of de-duplicated meta results, the “meta search only” check box should be selected.

All search results are hyperlinked back to the original article and through IP authentication, if a user has access to any one of the above platforms or journal distributor, the original PDF article will be made available. If not, the user will be given the option to purchase the article.

**Search Syntax supported in the NPL module:**

<table>
<thead>
<tr>
<th>Syntax</th>
<th>Example</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>spaces</td>
<td>cyclin E</td>
<td>supported only if performing “phrase search” in the advanced search page, otherwise will search for separate words</td>
</tr>
<tr>
<td>hyphens</td>
<td>cdk-4</td>
<td>supported; most sources will return similar results such as cdk 4 or cdk4</td>
</tr>
<tr>
<td>brackets</td>
<td>(skin or epidermal) cancer</td>
<td>not supported; shall be composed as all of these words cancer and any of these words skin epidermal</td>
</tr>
<tr>
<td>quotations</td>
<td>“skin cancer”</td>
<td>not supported; might work for some resources but is recommended to perform a “phrase search” in the advanced search page</td>
</tr>
</tbody>
</table>
Advanced Search:

The Advanced search page in the NPL module allows a user to complete an advanced, multi-field search for articles from one or more of the above resources. To summarise, these fields are as follows:

- **Words**
  - All of these words (AND)
  - This exact phrase (phrase/quote)
  - Any of these words (OR)
  - None of these words (AND NOT)
  - Terms appearing
    - Anywhere
    - in the title
    - in the abstract
    - in the keywords

- **Publication**
  - Written by a specific author
  - Published in a specific journal
  - Published from year and till year

- **Other**
  - Search a specific type of content:
    - Bibliography
    - Book
    - Book series
    - Clinical trial
    - Conference publication
    - Journal article
    - Major reference work
    - Report
    - Standard
    - Thesis
  - Search a specific language:
    - Chinese
    - Dutch
    - English
    - French
    - German
    - Italian
    - Japanese
    - Portuguese
    - Russian
    - Spanish
  - Search for a specific Digital Object Identifier (DOI) to identify a specific article
  - Search for a specific International Standard Serial Number (ISSN) to identify a specific journal
  - Search for a specific International Standard Book Number (ISBN) to identify a specific book

Note: Not all fields are available in all NPL resources and hence, the table below summarises field availability across all resources:
<table>
<thead>
<tr>
<th>Source</th>
<th>Title</th>
<th>Abstract</th>
<th>Keywords</th>
<th>Author</th>
<th>Publication Date</th>
<th>Type</th>
<th>Language</th>
<th>DOI</th>
<th>ISSN</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricola</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Agris</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>ScienceDirect</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>PubMed</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>HighWire</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>WorldWideScience</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>ScienceGov</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>IEEEExplore</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Inspec</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>CiteSeerX</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Scopus</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
</tr>
<tr>
<td>SpringerLink</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>GoogleScholar</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Search Tools**

When viewing Search history, Search tools are available in the right hand column.

![Search tools](image)

**Patent number formats**

Users can view all patent number and kind code format information (with their document definitions) for a given country code.

**Classification Finder**

Classification Finder is a tool that allows users to identify relevant classifications by searching for keyword terms that appear in the classification descriptions. Please visit [Classification Finder](#) for further information.
Scripts

If users have a search that they run on a regular basis they can create a script to save typing each search statement each time. Select Upload script under the Search option on the toolbar. An input box will appear, enter the script placing each search statement on a separate line. Click ‘Run’.

After running the script, users have the option to save the search simply by clicking the ‘more…’ option on the results page. See save search.

An alert service is also available in PatBase, whereby alerts can be run automatically on a weekly or monthly basis. Please refer to the section on PatBase Alerts.

Upload numbers

To search a list of numbers in PatBase, go to Search / Upload numbers. Numbers must be separated by a comma or a line break. Publication, Application and Family numbers can be uploaded by selecting the corresponding tab. Users can see which numbers were and were not found in PatBase, by checking the ‘Create hit report’ option.

After the list of numbers has been searched, a ‘Patent number upload report’ will be displayed above the search result indicating listing a breakdown of availability.

Browse index

The Browse index feature allows users to look through the indexes of various fields to identify possible keywords / numbers. This is especially useful when checking the spellings of Patent Assignee or Inventor names or finding number formats.
Browse index is found under Search on the toolbar. Clicking on the icon on the Search form will also take you to the Browse index. Tabs along the top of the Browse index indicate which field of data you are exploring.

**NOTE:** When using the Browse index to identify all spelling variations in assignees and inventors underscores are automatically inserted. When searching Assignee and Inventor names (not using the Browse index) use underscores between words to speed up searches.

When searching for an exact assignee or inventor name, users can use the PAE= and INE= commands. Please refer to the Command Language section for further information.

When entering a term in the Browse index Lookup box, the window on the left will display the contents of the index in alphabetical order. The content is refreshed as the term is typed. Users can select to display All, Standardized or Non-standardized names as well as selecting whether the term should start with the letters or contain the letters typed in the Lookup box. Up to 2000 terms can be viewed at one time.

Select terms by holding down the CTRL key and clicking on each term to be searched. To extract many terms from the index list, hold down the Shift key whilst making the selection; Move the selected term into the holding box on the right hand side by clicking the << button.

Once the required terms have been selected and added, click the 'search selected' button and the terms will be pasted into the standard search form. Users can add other criteria, if required before submitting the search.
Searching

Command language

PatBase uses the = operator, but both / and \ also work. For a full list of available commands visit Quick guide found on the welcome page under the General information tab on the right hand side of the screen.

Field qualifiers

Field qualifiers tell the database which parts of information you would like to search. For example, searching for keywords in the text:

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>TI=</td>
<td>keywords appear in titles</td>
<td>TI=glue</td>
</tr>
<tr>
<td>TA=</td>
<td>search keywords in titles or abstracts</td>
<td>TA=sodium</td>
</tr>
<tr>
<td>TAC=</td>
<td>search keywords in titles or abstracts or claims</td>
<td>TAC=anxiety</td>
</tr>
<tr>
<td>FT=</td>
<td>search keywords in the full-text</td>
<td>FT=valve</td>
</tr>
</tbody>
</table>

**NOTE:** By default the command line will search TAC= if running a keyword search and no qualifiers are included. This default can be changed in Settings / Display & search options.

Other textual commands provide further options. For example:

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLFT=</td>
<td>search keywords in the claims of a specific country</td>
<td>CLUS=paper</td>
</tr>
<tr>
<td>*EX=</td>
<td>search keywords in the examples of a text</td>
<td>EX=tractor</td>
</tr>
<tr>
<td>*SCL=</td>
<td>search keywords in the same claims</td>
<td>SCL=trailer</td>
</tr>
</tbody>
</table>

*These searches are dependent on sections of texts being correctly indexed.

There are many commands for searching bibliographic data, such as assignee and inventor names, dates and numbers, classifications, agents, citations and legal status. The most frequently used are listed below. For a full list of available commands visit the Quick guide found on the welcome page under the General information tab on the right hand side of the screen.
<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC</td>
<td>Publication country</td>
<td>CC=EP</td>
</tr>
<tr>
<td>PN</td>
<td>Publication number</td>
<td>PN=EP2563622</td>
</tr>
<tr>
<td>PR</td>
<td>Priority number</td>
<td>PR=JP20100081300</td>
</tr>
<tr>
<td>PD</td>
<td>Publication date</td>
<td>PD=20150104</td>
</tr>
<tr>
<td>CCD</td>
<td>Publication country and date</td>
<td>CCD=EPA20010131</td>
</tr>
<tr>
<td>PA</td>
<td>Assignee name</td>
<td>PA=Bosch</td>
</tr>
<tr>
<td>IN</td>
<td>Inventor name</td>
<td>IN=Smith Peter</td>
</tr>
<tr>
<td>IC</td>
<td>International classification</td>
<td>IC=G0F23/24</td>
</tr>
<tr>
<td>UC</td>
<td>US classification</td>
<td>UC=261/20</td>
</tr>
<tr>
<td>CT</td>
<td>Cited patent</td>
<td>CT=DE19646559</td>
</tr>
</tbody>
</table>

**Date ranging** is possible in PatBase both in the command line and in the search form. The greater than and less than symbols can also be used.

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRD=</td>
<td>Priority date</td>
<td>PRD=201301:2015</td>
</tr>
<tr>
<td>EPD=</td>
<td>Earliest publication date</td>
<td>EPD&gt;1995</td>
</tr>
<tr>
<td>APDCC=</td>
<td>Application date and country</td>
<td>ADCC&lt;19991231</td>
</tr>
</tbody>
</table>

The **number of publications / countries / citations** within a family can be searched to assist in finding relevant results.

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>NP=</td>
<td>Number of publications</td>
<td>1 and NP&lt;12</td>
</tr>
<tr>
<td>NC=</td>
<td>Number of countries</td>
<td>1 and NC=8</td>
</tr>
<tr>
<td>NCTF=</td>
<td>Number of forward citations</td>
<td>1 and NCTF&gt;6</td>
</tr>
</tbody>
</table>
### Field presence

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>field=YES ; field=NO</td>
<td>For: ab, ic, cpc, ec, uc, ic8, ica, icc, fda</td>
<td>AB=YES</td>
</tr>
<tr>
<td></td>
<td>For: grant, design</td>
<td>GRANT=YES</td>
</tr>
<tr>
<td></td>
<td>For: grant from a specific country</td>
<td>GRANT=US</td>
</tr>
</tbody>
</table>

### Legal status

Legal status PRS codes and legal status groups can be searched using the command line or using the Legal Status search found under Search on the toolbar.

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRS=(legal status group)</td>
<td>LSFE (Renewal Fees Paid)</td>
<td>PRS=LSFE</td>
</tr>
<tr>
<td></td>
<td>Country and PRS code</td>
<td>PRS=(RU_TZ4A)</td>
</tr>
<tr>
<td></td>
<td>Country and PRS code with date</td>
<td>PRS=EP_17P/20120202</td>
</tr>
<tr>
<td></td>
<td>Country and PRS code with date range</td>
<td>PRS=EP_17P/20120101:20120201</td>
</tr>
</tbody>
</table>

For more information on searching legal status please refer to [Legal Status search](#).

### Update weeks

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>UP=</td>
<td>Update week, new family</td>
<td>UP=1517 (YY, WW)</td>
</tr>
<tr>
<td>UECC=</td>
<td>Update week, new family or family member from a specific country</td>
<td>UEUS=1540 (YY, WW)</td>
</tr>
<tr>
<td>ULG=</td>
<td>Update week, new legal status information</td>
<td>ULG=1520 (YY, WW)</td>
</tr>
<tr>
<td>ULGCC=</td>
<td>Update week, new legal status information, specific country</td>
<td>ULGEP=1525 (YY, WW)</td>
</tr>
<tr>
<td>UE=</td>
<td>New families and equivalents added to Patbase during the specified update weeks</td>
<td>UE=1701 (YY, WW)</td>
</tr>
</tbody>
</table>

**NOTE:** The current update week can be found in the PatBase coverage pages accessed from the top of the right hand column on the main menu page, PatBase coverage.
**Non-Latin search using the command line**

Users can run non-Latin searches on all parts of Text, Assignee names and Inventor names in Chinese, Korean, Japanese, Russian and Thai – in the original language with non-Latin characters, via the command line or using the non-Latin search tool. Please refer to [Non-Latin search](#).

To carry out searches on non-Latin characters specify in square brackets the two letter country code of the country’s data you wish to search followed by a colon, for example, [CN]:, [TH]:.

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>FT</td>
<td>Title in Japanese characters</td>
<td>[JP]: TAC=電圧</td>
</tr>
<tr>
<td>PANL</td>
<td>Assignee in Chinese characters</td>
<td>[CN]: PANL=三星航空产业株式会社</td>
</tr>
<tr>
<td>INNL</td>
<td>Inventor in Korean characters</td>
<td>[KR]: INNL=이민수</td>
</tr>
</tbody>
</table>

The command language for non-Latin searching described above can also be used to search stored English machine translations of Japanese and Chinese text in PatBase. For example: [JP]: FT=(diamond and polish*)

**Adding a comment to your Search history**

When searching a comment line or break line can be added to your Search history. To do this enter `\` or `/` in the command line followed by any text.

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>// Classification analysis</td>
<td>0</td>
<td>(Comment)</td>
</tr>
<tr>
<td>2</td>
<td>1 and CC=(EP or WO)</td>
<td>16832</td>
<td>View</td>
</tr>
<tr>
<td>1</td>
<td>TAC=(vehicle and lock)</td>
<td>86013</td>
<td>View</td>
</tr>
</tbody>
</table>

**Boolean operators**

Boolean operators are AND or OR or NOT. The symbols + (plus) or , (comma) or – (minus) can be used as alternatives.

**NOTE:** If you wish to use the symbols (+, -) as Boolean operators this option must be enabled. This can be done in [Settings / Display & search options](#). If this setting is selected then hyphens used in keyword searches will be interpreted as 'NOT'. In this case please replace hyphens with spaces.
**Stop words**

Stop words are words that an indexing program does not index. In PatBase the Boolean operators 'AND' 'OR' and 'NOT' are stop words. Therefore, these should not be included as part of a keyword search. The limited number of stop words within PatBase allows users to search for words such as, 'a', 'the' 'an' etc. If it is necessary to search any of the Boolean operators as a keyword, search them in quotations i.e "AND", "OR", "NOT".

**Truncation**

Use truncation (wildcards) when searching keywords that may have plurals or are derivatives of a word.

<table>
<thead>
<tr>
<th>Truncation symbol</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>?</td>
<td>matches one character</td>
<td>TI=ear? finds ears, earn etc</td>
</tr>
<tr>
<td>*</td>
<td>matches any number of characters</td>
<td>TA=burn* finds burn, burnt, burning etc</td>
</tr>
<tr>
<td>%</td>
<td>matches one or zero characters</td>
<td>TAC=engine% finds engine, engines etc</td>
</tr>
<tr>
<td>~ or #</td>
<td>Stemming extends a search to cover grammatical variations on an English word</td>
<td>FT=apply~ finds applying, applies etc</td>
</tr>
</tbody>
</table>

**NOTE:** When using the command line for keyword searching please note that using (~ or #) for stemming to find grammatical variations rather than an asterisk (*), will refine and speed up searches. No more than 90 asterisks can be used / combined in a single search statement. No more than 90 percentage symbols (%) can be used / combined in a single search statement. The use of stemming truncation is unlimited (~ / #). There is a limit of 64,000 variations of a word in a set of results for each truncation symbol.

**Command search tips**

When searching words containing apostrophes, search for the word with the apostrophe or separate with a space, e.g. PA=(L oreal)

Instead of a hyphen use a space instead. This will also collect hyphenated words, e.g. FT=x ray

**Quotation Marks**

PatBase automatically recognises phrases so it is not necessary to use quotation marks. Example: TA=(vitamin a)

**NOTE:** When searching keyword terms which include numbers, e.g. alpha 5. Please use quotation marks directly around the number:
Example: TA=alpha "5"
This allows PatBase to distinguish between numbers comprising part of a keyword search and search query numbers. See Combining search sets.
**Proximity operators**

Use the Wn connector in a search request to specify that one word must occur within n words of the other.

<table>
<thead>
<tr>
<th>Field qualifier</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wn</td>
<td>One word within so many words of another</td>
<td>TA=rotor W5 drill</td>
</tr>
<tr>
<td>WFn</td>
<td>One word within so many words of another, forward</td>
<td>TA=vehicle WF3 wheels</td>
</tr>
<tr>
<td>NEAR</td>
<td>One word within 5 words of another</td>
<td>TA=engine NEAR fuel</td>
</tr>
</tbody>
</table>

**NOTE:** If using multiple proximity operators please refer to Nesting below.

**Parentheses (nesting)**

When searching terms that have many synonyms or abbreviations, or when combining proximity and logical operators, users will need to use parentheses (also known as nesting).

**NOTE:** Search queries will be executed left to right unless brackets are used.

Examples:

(software OR application%) AND graphic%

(heat OR fire) W5 resist~

Example where bracketed information takes precedence:

tank AND (whale AND shark) – searches for whale and shark and then tank

When using multiple proximity operators with nesting, increase each operator by at least one unit and nest each operator in its own set of brackets from left to right. When using 'NEAR' (W5) in this way, it is also necessary to increase the proximity operator by at least one.

Correct examples:

(((ROCK WF1 PROTEIN ) WF2 KINASE)) WF3 activity)

(((DVD NEAR PROTEIN ) W6 LASER)) W7 DISK)

Incorrect example:

(((car W2 park) W4 station) W10 (service W5 road))

**NOTE:** Do not combine search query numbers or different statements within one query with proximity operators. This example is incorrect: 1 W15 (apple OR banana)
**Combining search sets**

When carrying out a search, users often need to combine search sets together. Use the Search history to identify search statement numbers. These are listed in red below #.

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>ic=F02D41/00 and voltage</td>
<td>1880</td>
<td>View</td>
</tr>
<tr>
<td>7</td>
<td>ia=engine%e</td>
<td>more than 100,000</td>
<td>View</td>
</tr>
<tr>
<td>6</td>
<td>PRS=(RU_T24A)</td>
<td>212</td>
<td>View</td>
</tr>
<tr>
<td>5</td>
<td>PRD=201401:2016</td>
<td>more than 100,000</td>
<td>View</td>
</tr>
<tr>
<td>4</td>
<td>// Classification analysis</td>
<td>0</td>
<td>(Comment)</td>
</tr>
<tr>
<td>3</td>
<td>2 and CC=(EP or WO)</td>
<td>16832</td>
<td>View</td>
</tr>
<tr>
<td>2</td>
<td>TAC=(vehicle and lock)</td>
<td>86013</td>
<td>View</td>
</tr>
<tr>
<td>1</td>
<td>TA=(vehicle and door)</td>
<td>71750</td>
<td>View</td>
</tr>
</tbody>
</table>

Search statements can be combined at any time using the command line.

Examples:

1 OR 2
(1 AND 7) NOT 5

**Create a search filter**

A search filter allows users to create a sub-set of data in which they can carry out searches.

To set a filter on a current search whilst using the Search form tick the ‘Create a search filter’ box at the bottom of the form. To set a search filter on an existing search statement, click the corresponding ‘more...’ option on the Search history page, then select ‘Set as a search filter’ as required. If using the command line enter F followed by the search you wish to be the filter.

To erase a filter from the Search history click ‘x cancel filter’. If using the command line, enter F,
which will erase the filter.

**Active search filter:** PA=SIEMENS (more than 100,000 records) x cancel filter
NOTE: Setting or erasing the search filter will always delete the existing search history. It is recommended that any search or history be saved first. A warning will appear. When a search or history is saved, any filter used is NOT saved.

Search fields

**Publication number (PN=)**

The publication number is the number assigned to a patent when the patent application is published. The publication number is made up of an ISO Country Code (2 letters) and a serial number (variable, 1 to 10 digits). Example format: CCNNNNNNNNNN

Do not enter spaces between the Country Code and the serial number.

Example: EP1186325

**Kind code (KD=)**

A kind code is used to indicate the status of the document (OPI application, granted patent etc). Codes appear at the end of the patent number but do not form part of the number. Codes vary from country to country in accordance with national practices.

Example format: CCKD

Examples: EPB1, CAC

For details of patent number and kind codes go to the 'Patent number format' lookup found in the right hand column under Search tools.

**Application number (AP=)**

The application number is the number assigned to a patent when the patent application is filed. The application number is made up of a Country Code (2 letters), the year of filing (4 digits) and a serial number (variable, 7 or 8 digits). A serial number containing less than 7 digits must be expanded using leading zero's (after the year code has been entered). Example format: CCYYYYNNNNNNN

In some cases letters such as U or F may be added at the priority numbers these denote type of priority, for example utility model or design.

Examples: AU20090285857, TW20140223384U, US20120426003F

**Priority number (PR=)**

The priority number is one or more of the application numbers, for which priority rights are claimed. The priority number is usually the first application number to be assigned in a patent family, from which a period of 12 months is given, during which time subsequent patent filings can be made to different patent offices around the world. A priority number is made up of a Country Code (2 letters), the year of filing (4 digits) and a serial number (variable, 7 or 8 digits). A serial number containing less than 7 digits must be expanded using leading zero's (after the year code has been entered).

Example format: CCYYYYNNNNNNN

In some cases letters such as U or D may be added at the priority numbers these denote type of priority, for example utility model or design.

Examples: CN201420825858U, US20140521981

**Searching Euro-PCT application / priority numbers (AN= / PR=)**

Euro-PCT or WO application / priority numbers consist of a WO Country Code, the year of filing (4 digits) the Country Code of the filing (2 letters), then a serial number (variable, 5 or 6 (JP) digits).
Example format: WOYYYYCCNNNNNN

**Family Number (FN=)**

The family number in PatBase acts like an accession number; the numbers assigned are completely random and have no correlation to the age of the document. The family number allows users to retrieve an exact document, rather than putting in search criteria again; each record represents a family and not an individual publication.

Example: FN=3862157

**Patent Assignee (PA=) and Inventor (IN=)**

A patent assignee is the person or corporate body to whom all or limited rights under a patent are legally transferred. The inventor is the person(s) or corporate body that invents the patent.

Examples:
PA=Bosch
IN=((HOLCOMBE OR HOLCOMB) AND (D OR DAVID))

NOTE: Assignee searches automatically truncate. To search for an exact PA or IN, use the commands, PAE= and INE=.

Example: PAE=(general electric)

**Standard and non-standard names**

PatBase contains both standardised and non-standardised names. Standard is as standardised by The EPO. Standard names are displayed followed by (std):

<table>
<thead>
<tr>
<th>Assignee(s): (std):</th>
<th>Assignee(s):</th>
<th>Inventor(s): (std):</th>
<th>Inventor(s):</th>
</tr>
</thead>
</table>
| BUSHONG WILLIAM C ; CHEESEMAN PAUL | [EN] ROSITCH AARON ; SPECTRUM BRANDS ROVCAL INC A CORP OF CALIFORNIA ; RUBASSTEEL LTD ; TETRA PLASMA GROUP INC A CORP OF DELAWARE ; KAUFMAN KG ; KWIKSET CORP ; LIQUID HOLDING CO INC PRODUCTS INC ; APPLICA CONSUMER PRODUCTS INC | PAUL CHEESEMAN ; ROOT MICHAEL ; SYVASON ALAN ; KAUFMANN THOMAS ; KAUFMAN TOM ; KAUFMAN TONY | [CN] A - 罗西奇；G - 戴维森；M - L - 赛弗森；M - 鲁比安 | [JP] ヴィヴェット；エイチ、カウフマン；トム；チード；ルート；マイケル | [KR] 로시치이훈；루드미아이블；부순길범씨 | [TH] เวียท เอช จี；เวียท เอช จี；"ไม่เต็ง รู้"；พวง
A useful way to ensure that everything is included in a name search is by using the Browse index found under the Search toolbar. For further information visit Browse index.

**Probable Assignee**

The ‘Probable Assignee’ is calculated using an algorithm which determines the most Probable Assignee for a specific family taking into account things such as priority country and reassignments. Frequently this is the latest assignee added to a family. Probable assignee can be searched using the Search form (a dropdown listed under Assignee) and also can be searched using the command line, PPA=. It is also displayed on the results page with the family information:

![Probable Assignee: BOSCH LTD](image)

Probable assignee is used in PatBase Analytics (the analysis module of PatBase).

To look up affiliations or subsidiaries of a company to include in a search use the Corporate Tree.

**Publication, application and priority dates (PD= / APD= / PRD=)**

Publication date – when the document is made available to the public.
Application date – when the document is applied for.
Priority date – the initial date of filing a patent application (usually in the applicant's domestic patent office).

**Date formats:**
- YYYY: Search using a 4 digit year
- YYYYMM: Search using the 4 digit year and 2 digit month
- YYYYMMDD: Search using the 4 digit year, 2 digit month and 2 digit date

**Searching dates in the Search form**

![Search form](image)

- **From:** will search dates greater than that date
- **To:** will search dates less than that date
- **Equals:** will search the exact date specified

Entering details in both the ‘from’ and ‘to’ boxes will search the dates within the range given and will include the ‘from’ and ‘to’ dates. If the ‘to’ box is left empty it will search to date.

For date searching commands please visit the Quick Guide found on the PatBase welcome page under General information on the right hand side of the screen.
Classifications

International Patent Classification (IC= or IPC=)

The technical content of patent documents is classified according to the International Patent Classification. The IPC is a hierarchical classification system comprising 8 sections, 120 classes, 628 subclasses, and almost 69,000 groups.

The section title is a very broad indication of the contents of the section.

Section A   HUMAN NECESSITIES
Section B   PERFORMING OPERATIONS; TRANSPORTING
Section C   CHEMISTRY; METALLURY
Section D   TEXTILES; PAPER
Section E   FIXED CONSTRUCTIONS
Section F   MECHANICAL ENGINEERING; LIGHTING; HEATING;
Section G   PHYSICS
Section H   ELECTRICITY

The class title gives an indication of the content of the class.

Section A   HUMAN NECESSITIES

Subsection: Agriculture
Class A 0l   AGRICULTURE; FORESTRY; ANIMAL HUSBANDRY; HUNTING; TRAPPING; FISHING

Subsection: Foodstuffs; Tobacco
Class A 2l   BAKING; EDIBLE DOUGHS
Class A 22   BUTCHERING; MEAT TREATMENT; PROCESSING POULTRY OR FISH

The subclass title indicates as precisely as possible the content of the subclass.

A 47 B   Tables; Desks; Office furniture; Cabinets; Drawers; General details of furniture
A 47 C   Chairs; Sofas; Beds
A 47 D   Furniture specially adapted for children

IPC 8-9
The IPC 8 entered into force on 1 January 2006. It has been introduced to provide a more dynamic classification system and some changes to the existing IPC have been necessary to achieve this. IPC 9 entered into force on January 1, 2009. For the latest IPC visit:
http://www.wipo.int/classifications/ipc/en/

IPC 8-9 is searchable at Core and/or Advanced levels, and is also divided into Invention or Non-invention classification(s) for further definition.

Core level – comprises mainly the classes, subclasses, main groups and some subgroups. It will be revised every three years, reflecting major changes in technology.

Advanced level – a finer division of the Core level including further sub divisions. This will be updated quarterly initially and then perhaps more frequently as required.

Invention – defined by WIPO as “…technical information in the total disclosure of a patent document (for example, description, drawings, claims) that represent an addition to the state of the art”.

51
**Non-invention** – defined by WIPO as "...non-trivial technical information which does not in itself represent an addition to the state of the art..."

IPC 8-9 will be propagated across families for the backfile (prior to 2006), but the frontfile will not, and so each family member may have different classifications (as is the case with existing IPC classification). As PatBase is based upon one record = one extended family the frontfile classification will automatically be propagated across families. IPC 8-9 in PatBase, will therefore be searchable across families for the entire search period. The old IPC (editions 1-7) remain as legacy data and continue to be searchable at all levels.

**Searching IPC 8-9 using the Search form**

**Classification Int.** - This option will search all IPCs, **IPCs 1-9**. This is the default setting.

**IC8-9** - Selecting this will search **only IPC 8-9**.

**Searching IPC using command language**

Commands:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>IC</td>
<td>searches all International Classifications</td>
</tr>
<tr>
<td>IC8</td>
<td>searches IPC 8-9 only</td>
</tr>
<tr>
<td>ICC</td>
<td>searches all Core level (both Invention and Non-invention)</td>
</tr>
<tr>
<td>ICA</td>
<td>searches all Core level (both Invention and Non-invention)</td>
</tr>
<tr>
<td>IC</td>
<td>searches all Core level Invention</td>
</tr>
<tr>
<td>ICN</td>
<td>searches all Core level Non-invention</td>
</tr>
<tr>
<td>ICCI</td>
<td>searches Core level Invention</td>
</tr>
<tr>
<td>ICCN</td>
<td>searches Core level Non-invention</td>
</tr>
<tr>
<td>ICAN</td>
<td>searches Advanced level Non-invention</td>
</tr>
</tbody>
</table>

IC can be searched for field presence, for example, IC=YES.

**NOTE:** Combine searches with field presence e.g. CPC=no, IC=YES, to optimise search results.

Example:
#1. (TAC=golf NEAR ball) AND IC=A63B37/12
#2. (TAC=golf NEAR ball) AND IC=no
#3. 2 AND CPC=A63B37

**NOTE:** The use of truncation is not necessary when searching IC, CPC and EC classifications up until the subgroup. However, when searching for divisions of a subgroup e.g. G0F23/24A2 or G0F23/24A4B it is necessary to use truncation, e.g. G0F23/24* to identify all divisions.

**TIP:** Users can find appropriate IPCs, as well as CPCs, using the PatBase Analytics ‘A’ command. The ‘A’ command allows users to conduct an analysis on the latest results set.

Use the Classification Finder found under Search on the toolbar to search IPC classification definitions and find the most relevant codes.

**Cooperative Classification Codes (CPC=)**

The Cooperative Patent Classification (CPC) is a classification system created in partnership by the USPTO and the EPO combining their two systems, ECLA and USPC. The CPC is mainly based around the International Patent Classification system (IPC) standards administered by the World Intellectual Property Organization (WIPO). The ECLA was replaced by the CPC in January 2013, and the US classification, excluding plants and designs, was replaced by the CPC in June 2015.
For the latest version of the CPC visit: http://www.cooperativepatentclassification.org/cpcSchemeAndDefinitions.html

**Searching CPC using command language**

Example:
CPC= E21B33/13

Although the CPC uses non-sequential numbering PatBase includes intelligent indexing solutions which run behind the scenes meaning the correct subdivisions are picked up using the truncation (*).

For example: CPC=B02C1/02* retrieves the correct subdivisions B02C1/025, B02C1/04, B02C1/043 etc. Also, anything entered before the / is automatically truncated with * so searching CPC=B02C1 will automatically pick up anything after the /.

Use the [Classification Finder](#) found under Search on the toolbar to search CPC classification definitions and find the most relevant codes.

**US Classification Codes (UC= or UPC=)**

At the US Patent & Trademark Office, the technical content of US patent documents is classified according to the US Patent Classification. USPTO Classification consists of approximately 450 classes and 150,000 subclasses. The classification consists of a class and sub class class/subclass, for example, 2/5. Some subclasses can contain decimal and alpha modifiers (for example, 427/2.31 or 427/3A). If searching for the entire contents of a specific class without specifying a particular subclass, do not use truncation.

**Searching UC using command language**

Example:
UC=73/597

From 1 June 2015, US application numbers and US patent numbers cease to have a US classification code assigned to them. Instead all US applications and patents will be assigned a Cooperative Patent Classification (CPC).

Legacy data for US classifications will remain searchable in PatBase. Using a combination of US classification searches with CPC classification searches is recommended.

Use the [Classification Finder](#) found under Search on the toolbar or the [Classification Explorer](#) found on the search results page (above all hyperlinked classifications) to assist in mapping between US classification codes and Cooperative patent classification codes.

The USPTO provides some useful search tools and a UC / CPC mapping tool, visit: [http://www.uspto.gov/web/patents/classification/index.htm](http://www.uspto.gov/web/patents/classification/index.htm)

**NOTE**: Design patents and plant patents will still be assigned US classification codes.

Examples of US design class search and US plant class search:

UC=D6/522
UC=PLT/413
**European Classification Codes (EC=)**

As of 1 January 2013 the EC (ECLA) was no longer applied, the data however remains in PatBase as legacy and is searchable. At the European Patent Office (EPO), the technical content of patent documents is classified according to the European Classification, which is an extension of the International Patent Classification (IPC). The EPO examiners instigated the ECLA system originally as an internal search tool. ECLA headings are assigned to patents by EPO examiners on the basis of subject matter; they do not depend upon the IPC printed on the original document. As the ECLA is far more sub-divided than the IPC, it is possible to select definitions that are more narrowly defined (i.e. the search is more closely targeted to the subject area). The ECLA is updated monthly to cope with changes in ‘fast-moving’ technologies. If searching the entire contents of a particular class, truncation does not need to be added.

**Searching EC using command language**

Example:
EC= F16H3/72G2

Use the Classification Finder found under Search on the toolbar to search classification definitions and find the most relevant codes.

**Japanese Classification Codes (JCI= and JCT= and JCF=)**

To search and display Japanese classifications this option needs to be enabled. Go to Settings/Display & search options from the main menu page and check the 'Enable Japanese classification' box. This will display the Japanese Classification fields in the Search form.

There are three components to the Japanese patent classification system:
- File Index Terms (referred to as FI)
- File Forming Terms (referred to as F-Terms)
- Facets

PatBase adopts JC as the overall field identifier to represent the Japanese patent classification. Depending upon which component is required, a further letter is added, as follows:
- JCI= File Index Terms
- JCT= File Forming Terms
- JCF= Facets

**File Index Terms (FI)**

FI is based upon the IPC, and offers an extended set of terms, similar to ECLA. The IPC currently has around 70,000 terms, whereas FI has approximately 190,000 (ECLA=120,000, USPC=160,000).

Structure: <IPC><IPC subdivision symbol><File discrimination symbol>

Example: <G06F9/00><320><A>
PatBase: JCI=G06F9/00/320/A

The definitions of the example FI are as follows:

G06F 9/00 Arrangements for programme control, e.g. control unit (programme control for peripheral devices G 06 F 13/10; in regulating or control systems G05B)
9/00/101 . Consoles
9/00/310 . . Operation control
9/00/320 . . . Related to display control
NOTE: The file discrimination symbol "A" is a further subdivision of 320, and so the classifications G06F9/00/101/A and G06F9/00/A are not valid.

File Forming Terms (F-Terms)

F-Terms were created to deal with the ever increasing volume of patent documents. The technical content of patent documents has been divided into themes, each theme being given a theme code. The concept is to use F-Terms in combination with FI (though this is not obligatory) to effectively reduce the number of patent documents indexed under selected FI to be examined. So a user could imagine that FI cuts a cake vertically, and F-Terms horizontally, to produce a very small slice.

Every F-Term consists of a five digit theme code plus a four digit viewpoint code; and possibly a further one letter extension symbol. For example, 2B003/AA01, where 2B003 is the theme code (artificial fish reefs) and AA01 is the term (sunken installation configurations). There is no extension symbol in this case.

Structure: <Theme code><View point><Extension symbol>
Example: <2H091><FA14><X>
PatBase: JCT=2H091/FA14/X
Currently there are around 1,800 different theme codes with a total of around 350,000 terms.

Facets

Facets are usually associated with specific FI, though there are facets that are applicable generally. Facets provide a different viewpoint from FI. A facet is a three letter code. An FI specific facet starts with the first letter of the FI (G in the example below), whereas a general facet starts with "Z".

Structure: <Facet>
Example: GBV Collection devices applies to FI: G07D1/00-3/16
PatBase: JCF=GBV

Looking at the FI definitions for G07D 1/00-3/16, it can be seen that there are no classifications relating to "collection devices"; hence the creation of a facet for this area of the classification.

Searching JC using command language
Examples:
JCI=B60H1/00/102/S
JCT=3L211/AA09

Super Classification Command (SC=)

Search the CPC, IPC, USPC, ECLA and the JP Classification schemes at once via the Search form or using the SC command which allows all classification schemes to be searched simultaneously.

Searching SC using command language
Example:
SC=B60G17
**German Classification Codes (GC=)**

To search and display German classifications this option needs to be enabled. Go to Settings / Display & search options from the main menu page and check the 'Enable German classification' box. This will display the German Classification field in the Search form.

The German Classification Code (known as the DEKLA) is an extension of the IPC and has been set up internally by the German Patent and Trade Mark Office. It adds nearly 40,000 extra subdivisions in addition to the IPC’s sub divisions. This enables easier and better searching due to more detailed subdivisions of the IPC groups.

The classification extends the IPC classification by adding another subgroup; this subgroup is placed at the lowest level of the hierarchy and as such is at the end of any IPC codes.

**Searching GC using command language**

Example:

GC=B21D11/00

**Locarno Classification Codes (LC=)**

The Locarno classification system is for design patents. It is based on a multilateral treaty administered by WIPO (The World Intellectual Property Organization).

The classification consists of a collection of classes and subclasses, each containing a list of goods or services that relate to that class/subclass of products. This classification system is updated every 5 years (and is currently on its 9th edition)

**Searching LC using command language**

Example:

LC=20/03

**Designated states (DS=)**

The Patent Co-operation Treaty (PCT) is a system by which a patent application can be filed in many different countries at once. The application may be converted to a series of national applications in different countries. This is also relevant for patent applications made to the European Patent Office; applicants of a European patent will designate the countries in which they seek protection. The European patent is then treated as a bundle of separate national patents. To limit a search to families containing only certain designated states for EP and PCT publications, use the ISO country code with the DS qualifier.

**Searching DS using command language**

Example:

DS=(US OR GB OR EP)

**Agent (AG=)**

Users can search for agent data using the command language or the Search Form.

**Searching AG using command language**

Example:
AG=(Alfred AND Froebrich)

**NOTE:** It is not possible to distinguish various fields such as agent name, name of firm, address etc. All of the text related to agents will be searched in the Search form or using the AG= command.

**Number of countries in a family (NC=)**

The NC command allows the user to refine the amount of countries to be found in family found in their search results.

Example:
FT=(wingless aircraft) AND NC>5 (PatBase will find families with more than 5 countries)

= < > can all be used.

**Number of publications in family (NP=)**

The NP command allows the user to refine the amount of publications to be found in family found in their search results.

Example:
TAC=(piperazine and anxiety) and NP<50 (PatBase will find families with less than 50 publication in a family)

= < > can all be used.

The user can also refine the amount of publications from certain countries to be found in the search result set.

Examples:
TA=(cranes and motor) and NUS<3 (PatBase will find families where there are less than 3 US publications in a family)

TA=(voltage and lead) and NWO=2 (PatBase will find families where there are 2 WO publications in a family)

For further information on PatBase command language visit the Quick Guide found in the PatBase welcome page under General information on the right hand side of the screen.

**Number formats**

For a full list of patent number formats, kind codes and their document types go to the right hand column 'Patent number formats' found under Search tools on the History page. Then enter the country code, for example, JP.

**Japanese numbering system**

When searching Japanese numbers it is helpful to know whether the user is searching for an unexamined or examined document. Before 1995, the same number series could be used for unexamined and examined publications, so knowing the Kind Code (A for unexamined and B for examined) helps locate the correct document for earlier years.

In addition, Japanese publication numbers used the Imperial year rather than the Western year prior to 1995/2000 for examined / unexamined documents, therefore it is useful to understand how to interpret the documents. The Imperial year is the year of the Emperor’s reign and in PatBase, there are currently 2 Emperors to consider when formatting the number. The changeover year can be tricky as the date may not be changed immediately, therefore it is advisable to try both options – e.g.
during year 64 of Hirohito’s reign and Year 1 of Akihito’s reign (this applies to documents published in western year 1989). The Imperial year returns to 1 each time a new Emperor ascends the throne.

Japanese Imperial / Western year Conversion table

<table>
<thead>
<tr>
<th>Emperor and Era name</th>
<th>Imperial Year range</th>
<th>Calculate Western year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1926 – 1989</td>
<td>1 – 64</td>
<td>Add 25 to get Western year</td>
</tr>
<tr>
<td>SHOWA (Emperor Hirohito)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1989 – current</td>
<td>1 –</td>
<td>Add 1988 to get Western year</td>
</tr>
<tr>
<td>HEISEI (Emperor Akihito)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Current Number Formats in Japan
From May 1996, the examined (granted) publication stage B called Toroku was introduced and replaced the former Kokoku. At the same time the year code within the number was replaced by a sequential number starting with 2,500,000.

From the Year 2000 onwards, a new publication number format was introduced in Japan for unexamined (patent application, stage A) Japanese patent documents, adopting the Western year, for example PN=JP2006137772 or PN=JP2006137772 A2

NOTE: Where possible use a kind code to search Japanese publications numbers. Alternatively use KD=JPA* to search unexamined (A) Japanese documents.


NOTE: When ordering PDFs for examined and unexamined patent documents using the Order function (PatentOrder) via PatBase:
JP2004012345 for A stage documents
JP3504610B2 or JP3504610B for B stage documents
To retrieve the full patent document in Japanese, enter the patent number with the country code and no zero. e.g. JP62100762
To retrieve the Patent Abstract of Japan front page in English, enter the number with a zero. e.g. JP062100762

Japanese application and priority numbers
Japanese patent documents still use the imperial year for application / priority filing numbers (unlike on their publication numbers).
Example of an application number search:
AP=JP20050205876
Managing searches and search histories

Search history

The search history appears automatically once a search has been submitted. Each history shows the search statement number (in red), the search query and the number of results retrieved. The order of the search statements can be descending or ascending. By default the order is descending. This can be changed by going to Settings / Display & search options from the main menu page.

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>(1 or 2) and PRD&gt;2005</td>
<td>1955</td>
<td>View</td>
</tr>
<tr>
<td>2</td>
<td>sc=A47L9/16</td>
<td>3579</td>
<td>View</td>
</tr>
<tr>
<td>1</td>
<td>tac= (vacuum' and clean# and cyclone')</td>
<td>2050</td>
<td>View</td>
</tr>
</tbody>
</table>

To display a search history at any time, go to History / View search history. Alternatively enter ‘h’ in the command line and press enter. This will return you to the search history page.

When in View, Browse or Hits mode full search queries can be viewed by mousing over the search statement in the top right hand corner.

Explore search

Once a search has been run, the option to ‘Explore search’ will appear on the top right hand side of the history page. Click here to get a breakdown of the number of hits.
Edit and resend last search

An option to ‘Edit and resend last search’ is also available from the top right hand side of the history page. The option to edit a last search can also be accessed from History / Edit search history.

The search history can be edited easily via a standard text editor or a simple editor (line by line):

Text editor

The simple editor allows the user to modify saved or existing histories in a line by line mode. Click on the ‘edit’ icon to open up the line. After editing the line click on the ‘save line’ icon. Users can discard the changes by clicking on the ‘cancel’ icon. It is possible to delete the entire line by clicking on the ‘delete’ icon.

NOTE: After editing check corresponding search query numbers in the script.
NOTE: Editing and re-running the search history will erase the current history.

Users can delete a current search history by selecting History / Clear search history from the toolbar; or they can type 'e' in the command line.

Users can clear the most recent search from the search history by selecting History / Clear last search from the toolbar; or they can type 'u' in the command line. A number of searches can be deleted from the search history at once by typing 'u 5' for example. This deletes (undoes) the last 5 search queries.

NOTE: To transfer a search query to the command line for editing click on the search strategy number # (the number in red).

Publish / Send results

Results from a search can be sent to a colleague(s) straight from the search history page. Click more... and then select Publish / Send results from the right hand column. Enter a search name and select whether you wish to include Custom User Fields. Then click on Publish / Send results. Enter the email addresses of colleague(s) separated by a semi-colon(s). The link to the results will remain for 6 months and can be viewed by PatBase users, PatBase Express users or people without a PatBase subscription. The option to 'Send using your local mail client' generates an email pop-up, whereby the user can use mail lists from their PC. The email can then be sent as normal.

Saving, storing and re-running a search

Saving a search

After a search has been run, users have the option to save the search. From the search history page click on the more... option, select Save search from the right hand column. Enter a name for the search in the box at the top of the page 'Save the search as:' and click save. Users can save up to 2500 searches on one User ID. Searches are listed alphabetically and these can be switched between descending and ascending order by clicking on the heading 'Search name'. Search names and search queries can be searched by using the 'Filter by search name or query' box at the top right of the screen. The same filter search option is also available for archived searches.

Opening and running a saved search

To open a previously saved search, go to Search / My saved searches from the main menu or from the toolbar. A list of previously saved searches will appear. Select a saved search and click the 'run' button. Saved searches can also be deleted (del) and archived (archive) from here.

Deleted saved searches are not retrievable.

Archived saved searches can be retrieved at any time. To retrieve an archived search, click on the 'View archived searches' button displayed at the top and bottom of the list of saved searches. A list of archived searches will appear. Click on 'load' to reinstate the archived search into the current saved searches list. Click 'delete' against a search within the archived list to delete it from PatBase permanently.
Running a saved search from the command line

It is possible to run a saved search directly from the command line using the ss= command. For example ss=(GKN).

NOTE: Saved search names should be placed in brackets if they consist of two or more words / numbers.

NOTE: Numbers that form part of saved search names should NOT be placed in quotation marks.

Examples of retrieving saved searches using command language

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
<th>View</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>ss=(test13)</td>
<td>280</td>
<td>View</td>
</tr>
<tr>
<td>7</td>
<td>ss=(rotor and drill)</td>
<td>190</td>
<td>View</td>
</tr>
<tr>
<td>6</td>
<td>ss=(GKN)</td>
<td>174</td>
<td>View</td>
</tr>
</tbody>
</table>

Saving, storing and re-running a search history

Saving a search history

Users have the option to save not just one search query, but their whole search history. To save a search history, select History / Save search history from the toolbar. Users can enter a search history name in the Save the current search history as: box then click ‘Save’. A verification message will be shown. Users can save up to 2500 search histories on one User ID. Search histories are listed alphabetically and these can be switched between descending and ascending order by clicking on the heading ‘History name’. History names and search queries can be searched by using the 'Filter by search name or query' box at the top right of the screen. The same filter search option is also available for archived search histories.

Opening and running a saved search history

To open a saved search history, select History / My saved histories from the toolbar. A list of previously saved histories will appear. Click ‘load’ on the right hand side of the saved history. The search will then be placed in an editable box. Then click ‘run’.

NOTE: Running a saved history will delete any existing search statements.

Saved histories can also be deleted (delete) and archived (archive) from the History / My saved histories page.

Deleted saved search histories are not retrievable.

Archived saved search histories can be retrieved at any time. To retrieve an archived search history, click on the 'View archived histories' button displayed at the top and bottom of the list of saved search histories. A list of archived search histories will appear. Click on 'load' to reinstate the archived search history into the current saved search histories list. Click 'delete' against a search history within the archived list to delete it from PatBase permanently.

Share saved histories by clicking on 'share'. It is only possible to share the history with other users on the same PatBase domain, these will be provided by a dropdown list.
Display

Display search results and display formats

PatBase offers numerous display formats. Users can select the default view of documents by going to Settings / Display & search options found on the main menu page. Customised views can also be entered and saved from the Display & search options. Default choices can be overwritten by selecting display formats from the dropdown menu found at the top of the page when viewing records (see screenshot below) or by using command language.

Display Formats

<table>
<thead>
<tr>
<th>Name</th>
<th>Command</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classic</td>
<td>cla</td>
<td>Full record with abstract and image at the top</td>
</tr>
<tr>
<td>Full</td>
<td>fu</td>
<td>Full record with abstract and image at the end</td>
</tr>
<tr>
<td>Biblio</td>
<td>bib</td>
<td>Full bibliographic information</td>
</tr>
<tr>
<td>Scan</td>
<td>sc</td>
<td>Short format (TI, AB, PA)</td>
</tr>
<tr>
<td>Image</td>
<td>img</td>
<td>Clipped Image and Mosaics</td>
</tr>
<tr>
<td>Family no.</td>
<td>fn</td>
<td>List of family numbers and publication numbers</td>
</tr>
<tr>
<td>Kind code</td>
<td>kd</td>
<td>List of publication numbers and kind codes</td>
</tr>
<tr>
<td>Publication no.</td>
<td>pn</td>
<td>List of publication numbers</td>
</tr>
<tr>
<td>Priority no.</td>
<td>pr</td>
<td>List of priority numbers</td>
</tr>
<tr>
<td>Application no.</td>
<td>ap</td>
<td>List of application numbers</td>
</tr>
<tr>
<td>International class</td>
<td>ic</td>
<td>List of International classifications</td>
</tr>
<tr>
<td>European class</td>
<td>ec</td>
<td>List of European classifications</td>
</tr>
</tbody>
</table>
### Display results using the command line

Users can enter commands to display records in a chosen format from the command line. Enter V (view mode), L (list), B (browse mode). For example:

**Command line:** `B S5 CLA 1-50`

B (browse mode), S5 (search statement 5), CLA (classic format), 1-50 (records 1-50).

**Command line:** `L S5 KD`

L (list), S5 (search statement 5), KD (publication numbers and kind codes).

If no search statement is specified then PatBase defaults to the last search statement. If no display format is entered records will be displayed according to your Default record display format which is entered in **Settings / Display & search options**.
Once records have been displayed, users can navigate through the records by using arrow keys circled above. Or, if enabled, users can navigate records using keyboard shortcuts. Please refer to Enable keyboard shortcuts for further information.

Where available an abstract in English will be displayed with the bibliographic information.

**Examining PatBase families**

Each PatBase family record represents one invention. When users find a record of interest it is easy to further examine a family and its publications by utilising tools and links provided.

**Images**

Where available a representative image can be displayed with bibliographic information. If users wish to see an image within their bibliographic data select a 'Display format' that supports an image. The 'Display format' dropdown list is found on the top left of the page. Classic, Full or Scan all display an image. The format 'Image' will display all images with the title, abstract and assignee information. To view all images on a larger scale for a family double click on a displayed image within a record. This will open an image viewer (in a pop-up window) where all images for each member of a PatBase family can be viewed in detail. The numbers of publications containing images are listed at the top of the page and can be navigated between. The amount of images a publication has is given in brackets after the publication number. Click on any of the images to enlarge them.
**Legal Status (table, timeline, litigation and reassignments)**

The legal status viewer provides INPADOC legal status information about applications within a family. It is accessible from the right hand side of the family bar in the 'View', 'Browse' or 'Hits' screens when viewing your results. Select 'Status'.

The legal status data is updated weekly (every Thursday) by a feed supplied by The EPO.

**Legal status table**

When viewing the legal status table the display order can be altered by clicking on the headings where a dropdown arrow is shown; Application No., Application Date, Publication No., Event Date, Event Group.

In the top left hand corner of the screen details of the publication are given including an option to view a representative abstract. To view the representative abstract click on the blue arrow (circled in the screenshot below). A pop-up window will open with the abstract and option to link to, email or print the abstract.

To view legal events in a calendar layout (by year and month) click on the calendar icon (also circled below).
Other options are provided:

**Timeline**

The Timeline provides a visual overview of the legal status of a family. Each application included within the INPADOC data has an entry. Mousing over a bar will display explanations (as shown above – JP2012017440 A2 Written Amendment). A legend is shown below the timeline view providing explanations of the colour groupings.
NOTE: The PatBase legal status event groupings were put together in-house.

Mousing over the Publication and Events headings in the left hand column (shown in the screenshot below) will provide details about the publications and events for this particular application number. A link to national registers, where available, is also provided (the R icon next to the application number).

Register links in PatBase will, where possible link to the details for a particular publication, but if this is unavailable PatBase will link to the national office register which can be queried manually:

AP (African Regional Intellectual Property Organization) – links to the search page of the register
AT (Austria) - links to the search page of the register
CL (Chile) – links to the search page of the register
CO (Columbia) - links to the search page of the register
CZ (Czech Republic) - links to the search page of the register
GE (Georgia) - links to the search page of the register
GR (Greece) - links to the search page of the register
HU (Hungary) - links to the search page of the register
IE (Ireland) – links to the register entry for a specific publication
IL (Israel) – links to the search page of the register
LT (Lithuania) - links to the search page of the register
MD (Moldova) - links to the register entry for a specific publication
MX (Mexico) - links to the search page of the register (CAPTCHA required)
NL (Netherlands) - links to the search page of the register
NZ (New Zealand) - links to the search page of the register
PE (Peru) – links to the search page of the register
PH (Philippines) - links to the search page of the register
PT (Portugal) - links to the search page of the register
SG (Singapore) - links to the search page of the register
SI (Slovenia) - links to the search page of the register
SK (Slovakia) - links to the search page of the register
TH (Thailand) - links to the search page of the register
TR (Turkey) - links to the search page of the register (CAPTCHA required)
TW (Taiwan) - links to the search page of the register
UA (Ukraine) - links to the search page of the register
VN (Vietnam) - links to the search page of the register
ZA (South Africa) - links to the search page of the register

Litigation provides a link to information about some US cases.

Reassignments

Reassignment information is provided for US applications with data supplied from the USPTO.
Priority Map

The Priority Map illustrates how family members are related by their priority numbers. Refer to Priority Map for further details.

Other options

Options to: Link - send a link of the page to a colleague; Email; Print; Create a PDF copy or Create a Word copy are available.

Results can be refined by country or by keyword. Reassignments can be displayed or hidden. An option to reset the page (remove any filters) is found on the top left hand side.

Citation Explorer (Citations)

Citation Explorer aims to simplify the task of examining voluminous patent citations. Access the Citation Explorer from the right hand side of the family bar in the ‘View’, ‘Browse’ or ‘Hits’ screens when viewing your results.

Citation Explorer welcome screen

Browser tab

The Citation Explorer opens with the Browser tab open. On the left hand side of your screen under Citation Browser the number of citations found for backwards and forwards citations for a family are listed. In this case twenty-two ‘22’ is indicative of the number of families cited. Twenty-six ‘26’ is indicative of the number of publications cited.
Backwards citations are always marked in purple and forward citations are in blue.

A list of all family members is available from the large dropdown arrow next to Family Members. The family member slightly greyed out, in this case US2007028742 AA, is the representative publication of that family. The number in brackets next to Family Members, in this case (10), shows how many family members are in the family. When viewing the dropdown you can see how many citations each publication has – backwards citations in purple, forward citations in blue.

To open a Citation Explorer for one these family members click on the icon next to the publication number. This will open a new window and new Citation Explorer.

Mouse-over tooltips are provided to guide you around the Citation Explorer and its functionality.

It is possible to search selected citations in PatBase by using the icon. Search selected families from both backwards and forward citations simultaneously from the bar above the list of all citations.
Search the selected Backwards or Forwards citations separately by opening the list from the black arrow and click on the icon:

Export information such as metrics and details of backward and forward citations via the excel icon along the top of the browser tab.

This icon on the left hand side in the Browser tab switches on side-by-side display allowing users to compare texts.
The red highlighted panes on the left hand side show which publications are being displayed in each window.

Tabs within the display enable users to navigate through and compare the Bibliographic information, Claims, Description, Images, Citations and Non-patent citations. If preferred the side-by-side display can be switched off by clicking on [ ].

**NOTE:** When publications have been viewed they turn grey.

**Notes and Flags**

When working through the information in Citation Explorer it is possible to add a note or a flag to either a publication or family. The notes and flags will stay in the current session only.

Add a note or flag by mousing over the icon next to the family or publication number then select the relevant option.
The icon will change colour according to the action taken:
Red – note has been added.
Green – family/publication has been flagged.
Purple – both flagged and note added.

At any point in the session it is possible to go back to the Notes & Flags tab to view the tagged information, from here it is possible to view the tagged information in PatBase by clicking on the PatBase logo next to either Families or Publications.
Click on the bin next to a flagged record to remove it from the list.
Statistics

On the Statistics tab it is possible to see graphs of citations by date, cited assignees and citing assignees, which is sorted under three different tabs.

Click on the three lines in the top right hand corner to print or download the graph.

Timeline

For an overview of when the backward and forward citations are published go to the Timeline tab. Citations can be sorted according to publication year, application year or earliest priority year from the dropdown menu on the left hand side.

Each citation is represented by the publication number either citing or being cited followed by the family number the publication belongs to.

Click on individual publication numbers to display corresponding bibliographic information.

Alternatively click the icon on the left hand side to expand/collapse bibliographic information for all publications.
The tree is an interactive tool which provides a way to track the citation activity of a publication. On the left hand side there is an option to select either backwards or forwards citations by clicking a radio button. In the example below Backwards is selected. The tree starts with a family number.

Click on the family number to reveal which of the citations has further citations. Where a publication has further citations a green bar and the number of citations will appear. Where there are no citations a red bar will appear. Click in any of boxes to expand the tree and display citations for the selected box.

What you have navigated through in the tree is shown in the yellow bar above the tree.

What is displayed in the tree can be changed in the left hand column under ‘Publication text’. Switch the display between: Publication, Kind Code, Family, Assignee, Year, Country or Citation Categories.
On the left hand side of the tree it is possible to set several options:

**Auto open the full patent details** - By default when mousing over a box in the tree the basic bibliographic information is displayed. Check this box to view the full patent information.

**Coloured Branches** – colours the branches in relationship to the category of the citation being displayed.

**Dead / Alive** – Selecting this box will indicate whether a publication is deemed to be dead or alive. This indication is based on the current legal status information being available.

Found on the top right hand side click:

- ![save](image) To save the current image view.
- ![reset](image) To reset the tree.
- ![upload](image) To upload the publication numbers / family numbers to PatBase.

Use the Search Tree feature to locate entered text, publication or family number. Visible matches will be highlighted in yellow and an option to reveal “hidden” matching information is provided.
Filters are available when using the Tree. The simple filters above the tree, which are always visible, can be used. In addition by right clicking on a box of interest a further menu of options appears. One of these is 'filter'. This provides numerous options to remove publications, assignees, countries etc, from the tree.

Right clicking on a box in the tree also provides options to:
- Start a new Citation Explorer – Opens a new window and begins a new Citation Explorer.
- Open in Browser – Opens, overwriting the existing window.
- Flag for later – Flags which can then be viewed under the Notes tab.
- Search tree for occurrences of this publication* – searches the current tree looking at both visible and hidden patents.
- Search tree for occurrences of this family* – searches the current tree looking at both visible and hidden patents.
- Search this publication in PatBase – this searches the publication placing a record in your PatBase search history.
- Search this citation group in PatBase – this searches the set of citations currently being looked at (the last bar of boxes).
- Search entire citation tree in PatBase – this searches all the citations on your screen.

NOTE: Searches will be carried out in the PatBase browser window which is already open and will not interfere with your citation exploration.

* This is the equivalent of a Locate. The Locate / Search options are found on the right hand side of the screen.
Filters

Click on 'Show Filters' immediately below the Citation Explorer icon to open up a list of filters to manage the information within Citation Explorer.

**Member Filter:** From the dropdown box a list of countries represented in the family being reviewed is available. Select an entry from the list to only display members/publications from the country. Only members from the selected country will be displayed along with its citations. For an example if US is selected, only US member will be displayed along with the corresponding citations. Only one member filter can be applied.

**Citation Filters:** This options allows users to filter the displayed citations by 4 criteria – country, publication year, probably assignee and citation categories. Only one criteria can be set. This filter is only applied to the current set being reviewed, if the citations for one of the current publications or families are viewed, the filter is no longer applied.

**Self Citations:** Remove self citations with by probable assignee or family number (this will only appear of there are any self citations within families). When selecting Family all publications which cite or are cited by the parent family, will be removed. When selecting 'Probable Assignee’ all publications which cite or are cited by a publication with the same probable assignee, will be removed. Select ‘Both’, which will filter using both methods.

When filters are applied they will appear in orange:

![Filter example](image)

Click on the cross next to one filter to cancel it.

To reset all filter click on the icon

**NOTE:** Further filter options are available when using the Citation Tree.
**Classification Explorer**

Click on Classification Explorer to view and compare classifications for CPC, IPC, ECLA, UC and JCT.

Tick any of the boxes next to the classifications and press ‘Search selected’ to run a search on the selected classification(s) on all PatBase data.

Single click analysis for CPC and IPC is available from here by clicking on the pie icon. This takes you to PatBase Analytics. Analysis is carried out on all PatBase data holdings for the classification selected. The number of times the specific class is found is given as well as a breakdown of most frequent assignees and countries associated with this classification.
Family Explorer

Family Explorer provides information about individual publications (each member of the PatBase family). The first page provides general information including the date the family was created and the latest week data was added to the family. An option to export all or selected members of the family is available.

In the left hand column a Publication List is provided. Click on a publication number of interest to view it in detail (original data as received from INPADOC and National Patent Offices).
Tabs along the top of the screen make it simple to navigate between Bibliographic Data, Abstract, Claims etc. Options to Print, Export or create a PDF copy of this publication’s information are provided.

Links to the related Priority map, Legal status table and Timeline as well as Reassignment information are also available from the Family Explorer.

**Priority Map**

The Priority Map illustrates how family members are related by their priority numbers. The Relationship Table is displayed by default and shows by using ticks how publications are related by priority number. Clicking on a magnifying glass in the last column will display the simple family (where publications must have identical priority information) for this publication.

Other tabs are:

- **Patent List** provides a breakdown of each publication, the publication date and the priority number(s) it claims. **Priority List** provides a breakdown of each priority, the priority date and the publication number(s) listed against the priority number. These lists are sorted alphabetically but can be sorted by Date by clicking on the date heading.

- **Priority Relationship Diagram** illustrates visually the relationship between the priority and publication numbers.

**Agent look-up**

At the end of the Agent names within a PatBase record there is a question mark icon 🔄. Clicking on this opens a pop-up window which lists Agent names and addresses by publication. Coverage is for US, EP and WO publications (from 2008 onwards) and some agent information is available for AU, CN, ES, FI, PH, SE, SG, TH and VN.

![Agent viewer - family number :49960268](image)

Further single click analysis on agent data is available via PatBase Analytics for US, CA and AU agents (where the pie icon is shown). Analysis will be run on all PatBase data. A breakdown of assignees and countries will be displayed along with a trend over the years the agent has been active.

**Designated State look-up**

At the end of the Designated States list within a PatBase record there is a question mark icon 🔄. Clicking on this opens a pop-up window showing a breakdown of designates states by publication.
Links to PDF Display and National Registers

Once a search has been run and the family is displayed, users have the option of viewing the PDF (click on the PDF icon), linking to a National Register (click on the icon – icon is displayed where a link is available) or ordering the full PDF patent copy. To order a PDF patent copy, check the empty box. Refer to PDF ordering for further information about ordering full patent copies.

Email a PatBase record

A PatBase record can be emailed to a colleague(s) by clicking on the envelope icon found on the top right bar of each record. When clicking on the icon a pop-up window will appear. Enter the recipient name or names. When sending the record to numerous recipients separate their addresses with a semi-colon ; . Notes can be added to accompany the record. Click 'Send email' beneath the message box to send a link to the record. The link will remain active for 14 days.

NOTE: If your company mail server does not permit an email originating from an external mail server to be delivered to your colleague using your own email address, please replace the 'email from' address with info@minesoft.com

Exporting search results

Search results can be exported directly from the display results page by clicking on the icon found at the top of the page. Users can also export all their search results from the History page by going to more... then selecting 'Export search results' found in the right hand column.

PatBase export format options are:

- Microsoft Word – Microsoft Word format (Word 2000 and above)
- HTML
- XML
- Excel – XLSX or XLS
- Other Formats – CSV, RTF, PDF, RIS and MHT

PatBase export also includes some third party options:

- BizInt Smart Charts Data File
- Vantage Point

NOTE: To use any third party options a separate subscription with the vendor must be held.

About third party export vendors
**BizInt** Smart Charts software products help information professionals organize, analyse and present drug pipeline and patents information. BizInt Smart Charts for Patents creates tabular reports from the leading patent databases. BizInt Smart Charts for Patents will automatically process the transcript and create the report. Data from different databases can be combined into one report with the table, records and images. For further information about BizInt please go to: [http://www.bizcharts.com/](http://www.bizcharts.com/)

Search Technology's **VantagePoint** text mining software helps to build on the value of the PatBase search results. Clean and analyse results, and then view the collection from many vantage points - interactive lists, matrices, maps, charts, and tables. For further information about VantagePoint please go to: [http://www.thevantagepoint.com/](http://www.thevantagepoint.com/)

RIS exports to **Reference Manager** which is a program for harvesting, managing and using bibliographic citations. For further information about Reference Manager please go to: [http://www.refman.com/](http://www.refman.com/)

### PatBase export display options

Users can select in which format they would like their data, for example, Classic, Full, Custom etc. They can also select a sort by order, for example, Priority date desc (descending), Patent number etc and the number of records they wish to export.

**NOTE:** By default the number of records set to export in cases where there are more than 500 results in a set is 500. This can be manually altered.

**NOTE:** A fair use policy is in place for exports. PatBase User IDs are limited to 10,000 records per day and 30,000 records per month. The daily quota will be re-set the next day; the monthly quota will be re-set on the 1st of the next month. We recommend exporting a maximum of 5000 documents per day otherwise bandwidth for all users is reduced. If larger datasets for export are required contact support@minesoft.com

### Further export options

Include search history – the search history will appear on the first page of the exported file.  
Add Page Breaks – start each family on a new page.  
Keep highlighting  
Include legal status – display the legal status table, provide a link to the legal status timeline.  
Export document header – type a header as required.

When exporting as CSV, XML, Excel, HTML Table or RIS there are two options to choose from: Family report or Publication Report.

**Family** - exports data grouped into families  
**Publication** - exports data by individual patent number(s)

Select Family or Publication by clicking on the corresponding tab. Select which parts of data to export by checking the boxes. Select the preferred export format and click 'Export'. The fields will remain as they were checked until changed.  
If exporting by Publication there are further options to filter your results (shown below). By default export by Publication will export all publications for every family.
In addition, users can export selected family members only, by adding them to the PDF order basket before requesting the export. If no documents are in the basket the function is automatically disabled.

NOTE: Dependent on the type of export chosen not all options may be available.
- Highlighting is NOT available when exporting as a PDF.
- Choosing to export in a Custom format with HTML Web Archive and HTML Web Archive Zipped (MHT) the export limit is 100 results. HTML, PDF or Word/RTF are recommended when Custom format is selected.

Offline export

The system will automatically switch to offline export if the number of documents to be exported exceeds approximately 100 for a standard export or 50 for a CSV publication export, depending on the size of a family. By generating the export report offline users can continue working whilst the download takes place.

When an offline export is processing, a progress bar will appear at the top of the screen in PatBase. Once the export has finished the user can then open the export from there. It is also possible to close the progress bar; the export will still be sent by email. Offline exports can also be accessed from main menu page under My items / Recent offline exports or from Accounting / View my usage / usage report.

Highlighting

Highlighting within the family table

Publications appear highlighted within the family table when users search for certain criteria which include country codes, patent numbers, kind codes and dates (including date ranging) in ‘View mode’. These will also be highlighted (in yellow), along the list of publications displayed in the left, when in the ‘Full text’ window from ‘View mode’ and in ‘Hits mode’. Likewise, these will be highlighted within the publication list corresponding to the active record, displayed at the bottom of the screen in ‘Browse mode’.
Searching for country code US:

<table>
<thead>
<tr>
<th>Publication number</th>
<th>Application number</th>
<th>Application date</th>
<th>Links</th>
</tr>
</thead>
<tbody>
<tr>
<td>CN102459445 A</td>
<td>20120516</td>
<td>201008029899</td>
<td></td>
</tr>
<tr>
<td>CN102459445 B</td>
<td>20140205</td>
<td>201008028899</td>
<td></td>
</tr>
<tr>
<td>EP2426189 A1</td>
<td>20120307</td>
<td>201001709763</td>
<td></td>
</tr>
<tr>
<td>EP2426189 A4</td>
<td>20120307</td>
<td>201001709763</td>
<td></td>
</tr>
<tr>
<td>EP2426189 B1</td>
<td>20140205</td>
<td>201001709763</td>
<td></td>
</tr>
<tr>
<td>RU2011148136 A</td>
<td>20130101</td>
<td>201001148136</td>
<td></td>
</tr>
<tr>
<td>RU2011148136 C2</td>
<td>20130127</td>
<td>201001148136</td>
<td></td>
</tr>
<tr>
<td>US2010240413 AA</td>
<td>20120223</td>
<td>2010026701</td>
<td></td>
</tr>
<tr>
<td>US8450406 BB</td>
<td>20130528</td>
<td>2010026701</td>
<td></td>
</tr>
<tr>
<td>WO201126905 A1</td>
<td>20110104</td>
<td>2010057602</td>
<td></td>
</tr>
</tbody>
</table>

Highlighting on the results page

When in the main PatBase View, Browse or Hits modes, all keywords searched are highlighted automatically with basic highlighting according to the keyword search strategy. There are 10 different colours available. Clicking on the highlighter icon found in the top right hand corner of the screen enables users to apply their own ‘Advanced Highlighting’ to the text. Refer to Advanced Highlighting for further details.

Highlighting within the Full text view

KWIC – Keywords in Context
By default the highlighting option in Full text view is set to KWIC (keywords in context). This option displays keywords from the user’s search strategy and indicates in which publications keywords occur.

Search family
Search family supports truncation and word proximity operators. It searches specific sections of the text. For example, when entering 'jet and engine' it will highlight 'Jet' and 'Engine' only when they appear in the same section of a document.

**Words to highlight**

Words to highlight is a basic highlighting feature which looks for the words appearing individually anywhere within the full-texts shown. 'Words to highlight' supports truncation.

**Highlighting on-the-fly**

When reviewing text in Full text view, double click on a word to highlight. In this example, 'groove'.

Then select an option from the list. Search PatBase will run a new search in PatBase for the keyword selected.

When viewing the full text in View, Browse or Hits modes, the corresponding full text documents (where available / applicable) are separated into Title / Abstract, Claims, Description, Non Latin text and Sequence Files. The number of keyword hits in each section is shown in brackets. The different parts of the documents are hyperlinked. By clicking on a hyperlink, the corresponding section of the document will be shown in the main screen. When viewing Claims or Description a 'Hit Map' will be displayed on the right hand side to help users navigate to keyword hits. Clicking on a block of colour will take users to the part of the text where the keyword(s) appear. A red window will appear in the hit map to identify exactly where you are in the text.
By clicking on the 'Hit Analysis' button found at the top left in Full text view users will get a tabular breakdown of the family with occurrences of keyword(s) within each publication section. A colour chart assists with quick analysis of hits and hyperlinks of the publication number / section of text allow users to navigate to relevant parts of the texts.

Filters are available when viewing the full text. By default all publications will be shown. Select to view full text for specific countries, grants only, and/or particular sections of documents. When a filter is active a box on the left hand side below the Hit Analysis button will display (as shown in the above screenshot). To activate the settings click on Apply. To remove all selections click on Cancel.

**Advanced Highlighting**

Users also have the option to create and apply their own Advanced Highlighting scheme to their search results. This enables groups of keywords to be highlighted in different colours. To access the Advanced Highlighting in View, Browse or Hits mode click on the highlighter icon found in the top right corner of the toolbar. Alternatively, when in the Full text view click on the Advanced Highlighting link found in the top right hand corner of the window.

Users can enter the words they wish to highlight in the appropriate colour boxes separated by a space - if allocating the same colour to multiple words. Words can include truncation. Phrases must have quotation marks or brackets around them. For example “smart card” or (smart card) to highlight these words if they appear together in this order. Users can include Boolean operators and proximity operators to highlight words in relation to each other and, if doing so, must assign separate colours to highlight a simple list of individual words or use the operator ‘OR’, if it is necessary to assign the same colour for highlighting.

For example, if highlighting: ‘((coolant* w4 ring) and absorb)’, and highlighting the word ‘shaft’ - To apply the same colour to both, the first set of words in relation to each other, and ‘shaft’ as a separate word, it is necessary to enter the following: ‘(((coolant* w4 ring) and absorb)) OR shaft’ in the text box which corresponds to the desired colour.
Advanced Highlighting will remain until it is edited or cancelled or the session ends. Advanced Highlighting will override any other highlighting that has been applied by keyword searching. Click ‘Clear’ to delete all the entries in the colour boxes.

**Save a highlighting scheme**

In Full text view users can save their own highlighting schemes for later use.

The saved highlighting scheme can then be called up and used again on another search result’s set by selecting from the dropdown list next to ‘Load saved highlighting scheme’, clicking on ‘Load’ to retrieve the scheme and then ‘Apply’. Once a highlighting scheme is saved you should be notified that the Save has been successful.

**Machine translations**

PatBase aims to always provide an English title / abstract. Where no original English title / abstract is available texts will be machine translated. Should original English text or an official translation into English become available then the machine translation will be replaced.

Machine translations are indexed and therefore are searchable in PatBase. Machine translations can be excluded from a search by using the command:

```
not*machinetranslation
```

```
Command line: tac=((salad or vegetable) not*machinetranslation)
```
As well as machine translations of title and abstracts, indexed machine translations of some full texts are available. This includes English machine translations of non-Latin holdings – Chinese, Japanese, Korean, Russian and Thai. Refer to Non-Latin search for further information about searching Non-Latin texts.

**Working with pop-up windows**

Pop-up windows are used to display additional information for a record so that the data can be viewed alongside each other. For example, when viewing a PatBase record, click on the ‘Citations’ link located at the top right in the family bar to see related citation information displayed in a separate pop-up window.

For some pop-up windows there is a pin icon in the top right corner of the window. This allows users to fix the size and position of the window within the screen so that if the window is closed, but then opened again later, the window will return to the last size and position.

**Multiple pop-ups**

When clicking on more than one link which displays data in a separate pop-up window, by default, if a pop-up is open, the new data will replace the data in the open window. To open many pop-ups at once, enable this in Display & search options found under Settings on the main menu page. Check ‘Allow multiple popups’.

**Multi-window support**

When navigating through a set of results using Keyboard shortcuts, data is automatically synchronised across other open pop-up windows. When shifting through records within one window, different information displayed for the same set of results within the open window will automatically update to display the active record. Ensure ‘Allow multiple popups’ and ‘Enable keyboard shortcuts for navigation of results’ are both enabled in Display & search options found under Settings on the main menu page for this function to work.
Full Text Display

Full text view can be displayed in the ‘View’ or the ‘Browse’ modes. The Hits mode provides highlighting analysis on the frequency of keyword hits within texts. Select how you would like to view your results from the History page.

![4 tac=(garbage or trash or rubbish) and pd=201407 819 View | Browse | Hits | Optimise | more...](image)

**Full text view – ‘View’ mode**

If users click on the ‘full text’ link found on the top right of each family record a pop-up window appears containing full text. In the left hand column of the pop-up is a list of all the full text documents available for the selected patent family. Where available / applicable the texts are separated into Title / Abstract, Claims, Description, Non Latin text and Sequence Files. Click on these links to navigate through various parts of the texts. Click on the publication number and kind code listed to view the original PDF patent copy.

**Full text view – ‘Browse’ mode**

The full text view in ‘Browse mode’ offers the same options as viewing full text in ‘View mode’ - just laid out differently. In Browse mode available full texts are displayed at the bottom of each record.

**About Browse Mode**

When browsing documents, the screen is split into two. Users will see the active record displayed within the right hand side of the screen, and a list of all records in the result set with their titles listed on the left hand side of the screen. The active record is highlighted in yellow. The Browse option allows users to scan through large sets of documents quickly.

The ‘Show options’ link displayed in the top left hand corner provides users options to ‘Hide titles’ of records and/or display all members within a family in the list on the left hand side. Users can also change the ‘Sort order’ of records and change the ‘Display format’ of the active record in the right by selecting the option available from the corresponding dropdown menu.

Hit Map and Hit Analysis as well as Highlighting options are accessible from Full text view in both the ‘View’ and ‘Browse’ modes.

**Hits view**

For keyword searches the full text display can be accessed directly from the History page by selecting ‘Hits’. The Hits mode provides highlighting analysis on the frequency of keyword hits within texts. One record is displayed at a time in order of relevance (the most relevant records to the keyword search strategy are displayed first). The family bar for the active record has access to the usual options such
as Legal status, Citations, Folder shortcuts etc. To navigate between records click ‘next’ / ‘previous’ displayed above or below the record.

**Full Text Filter**

A full text filter is available both in the Hits view and when selecting Full Text via both Browse and View modes. To activate the filter it is necessary to have run a keyword search, after the filter has been activated it will stay active until changed or cancelled.

Country filter: Select ‘All’ to display all countries in the Hit Analysis. Select ‘Countries’ and enter relevant country codes in the box provided, e.g. US WO EP. If this is selected only entered countries will be displayed in the Hit analysis.

Publication filter: Display either all or only granted publications.

Sections filter: Select the ‘All’ to display all document sections, alternatively select which sections to display from Title/Abstract, Claims and Description. Multiple sections can be displayed.
Only publications containing keywords matching the highlighting will appear.
To change or cancel the filter settings simply change and press ‘Apply’ or Cancel to reset in the bar:

### Smart Claims Viewer

The Smart Claims Viewer assists in examining the Claims of documents for US, GB, FR, DE, EP and WO publications. It gives an overview of the structure of Claims and highlights independent claims allowing easy navigation throughout related claims. Click on the [smart icon] next to the Claims hyperlink in Full text view to access this tool. If the language of the Claims text is not English a prompt asking if users would like a translation will appear. There is an option to export the Claims with their dependency status information. Click on Export found at the top of the Smart Tree. Information can be exported as HTML or EXCEL (XLS).

![Smart Claims Viewer](image)

When viewing sections of full text in the main screen, options to Translate, textmine, Summarize and Compare full texts are available from the top right hand side of the page.

### Translate full text

Click Translate and a pop-up window will appear of the possible language combinations that the text can be translated from and into. Select your language choice from the dropdown and confirm you understand this is a machine translation (not a human one) by checking the box. Then click Translate. The translated text will appear in the pop-up window. Alternative Translation Services are provided. Google Translate – an alternative machine translation to our in-house system. Or click for a
quotation of a human translation which will be made by RWS. **NOTE:** This will incur an additional charge.

TextMine

Textmine allows users to visualize the patent full text where relevant chemical, physical, generic and disease terms have been identified. Access TextMine from a specific document section within the Full Text View.

Change the displayed document section from the dropdown menu found below the publication number.

Along the right hand side a list of identified terms are displayed, click on any term to highlight within the text
Next to each group a count can be found e.g. (4/47), here 4 represent the number of different terms identified, 47 represents the number of instances these 4 terms appear within the text.

Change the sort order of the groups by number of instances via the red/black arrows above ‘Open All’.

It is possible to either open up the groups via the arrow to select individual terms to be highlighted, alternatively tick the box next to the group to highlight all terms.

Tick the box next to ‘All’ on the top of the groups to highlight all available terms.

Click on the TextMine logo to reset any highlighting.

When a term or group has been selected and is highlighted within the text, markers will be displayed along the text on the right hand side, to give an overview of where in the text the highlighted terms appear.

Use the arrows in the top right hand corner to navigate through the highlighted terms.

While navigating it can be useful to open the preview window, displaying information about the term, via the eye icon.

The pie in the top left hand corner will provide a basic breakdown analysis of the makeup of discovered terms in the text.

**Summarise**

Select ‘Summarise’ when viewing a section of the full text – Title / Abstract, Claims or Description - to display an auto-summary of the text. An algorithm is used to determine key points by analysing the document and assigning a score to each sentence. Sentences that contain words used frequently in the document are given a higher score. Select a percentage option displayed above the text to choose a percentage of the highest-scoring sentences to be displayed as the summary. By default a 10% summary of the text is displayed. Select ‘View All’ to see all of the available full text in the same window. Select ‘Hide all’ to see only the originally selected section of text displayed.

**Compare**

Sections of full text can be compared using the Compare feature found on the top right hand side of the page. To identify, for example, differences in Claims select a Claims to compare with another. Click ‘Compare’ and then select from a dropdown list (a list of publications within this PatBase family) which Claims you would like to compare. Then click ‘Compare text’.
Additions are marked in green and omissions in red.

Claims and Description of the same publication can also be compared. This will show any words in the Claims that do not appear in the Description.

The comparison text, including highlighting, can be exported as a Word file by clicking on Export in the top right hand corner.

**PDF (Patent Copy) ordering**

To order PDF documents, users can select a document by ticking the check box shown next to each patent number within their displayed search results.

When finished selecting patents click on ‘Order’ on the toolbar and the patent numbers will then be displayed in the Order box (show in the screenshot below). Click ‘Order’ underneath the entry box to confirm the order. If using a pay as you go PDF document delivery system then document(s) will be sent to the email address of the login User ID. If using a PatentOrder Intranet or Internet service the user can also specify a different email address(s) if required. If using a PatentOrder Desktop this does not apply.
It is not necessary for users to run a search on PatBase before ordering PDF documents. Users can select Order on the main menu screen, enter in patent number(s) and click 'Order'.

PDF copies can be batch ordered from search results by going to ‘more... / Order documents’ from the History page.

Options are provided to:

Download from all countries – download all PDFs available from the corresponding search results.

Download from the following countries only – specify by order of preference which countries to download patents from. Separate country codes with a space, e.g. EP US CH FR.

Download one per family – download one PDF per family and specify the country preference order for these patents. Separate country codes with a space, e.g. US GB EP WO. The system will take the first document that matches the country preference from the family table.

Download highlighted publications from family table only – where a search strategy results in publications being highlighted within the family table, this option will appear. Selecting this option will enable the user to order PDFs which correspond to the highlighted publication displayed within results.

NOTE: WO (PCT), GB, US and EP documents are available on day of publication as PDFs and searchable in PatBase the next day.

NOTE: CN documents from 1985 are available as PDFs and English machine translations of Japanese documents are available from 1993. When ordering machine translations it is necessary to manually write MT before the number, e.g. JPMT2010517609
**Patent copy coverage**

For full patent copy coverage please contact support@minesoftware.com

**Save complete PDF**

The 'Save complete PDF' icon appears for customers who subscribe to PatentOrder Intranet or where Minesoft is hosting the PatentOrder service for the client. This option allows the user to order / save the document with one click.

Click on the 'Save complete PDF' icon on the top of the page. The system orders the document immediately via the PatentOrder service. Users have the option to view or save the file.

In some cases this option is not shown. This is where a full patent copy is able to be downloaded as a whole – and not page by page.

**IDS (Information Disclosure Statement) generator**

An Information Disclosure Statement (IDS) can be generated in the form of an editable PDF document from the Order basket screen. Click on ‘Generate IDS file’ under the order basket. Details from patents collected in the basket are automatically inserted into the form when generated. Modifications can be made to the form even after it has been exported.
PatBase Alerts

Alerts can be created which automatically run the same search every week / month and the results are sent to a user’s / user’s colleagues email address(s). Alerts allow users to watch a particular technology or to monitor competitors. An unlimited numbers of alerts can be set up on a User ID. These will either be included as part of a PatBase subscription or can be purchased from Minesoft by your PatBase Administrator. Email support@minesoft.com

Create an alert

To create a new alert go to Alerts / Create a new alert from the main menu page. Users can also run a search and save this as an alert. To do this go to the History page, select ‘more...’ by the corresponding search and then select ‘Create alert’ found at the bottom of the right hand column.

To set up an alert:
Alert name: Enter an Alert name
Alert query: Enter a query unless you have accessed the Create alert via the History page in which case you can edit the search if required.

NOTE: If you have multiple search criteria they must be entered on separate lines. For example,
TAC=crank
FT=shaft%
1 and 2
If no textual command is specified (TAC=, FT=, CL= etc) keywords will be searched for in the ‘default keyword search’ option. To set this, go to Settings / Display & search options. If this is not set the default PatBase setting is TAC=.

**NOTE:** The CC= command in an alert strategy works differently to that in a standard search in PatBase. The CC= command will restrict the alert to deliver updates which only have new members added from the specified country codes to families. This rule also applies to the KD= command. The alert will deliver updates which only have new members added with the specified kind codes to families.

Email to: Enter the email address(s) of the recipient(s) of the Alert. When entering multiple email addresses separate using a semi-colon. There is no limit to the number of email recipients for an Alert.
For example: info@minesoft.com; support@minesoft.com

Select the tick box ‘Do not send email when alert returns zero results’ to opt out of emails containing no results.

Text to include in alert email: Enter any notes / comments in the text box which to be included in the body of the email sent to recipients.

Alert frequency: Specify whether the alert should run weekly or monthly.  
**NOTE:** Weekly Alerts will usually run on Sunday evenings (UK time). Monthly Alerts will normally run on first Sunday of a month, for the previous month.

Display Format: Choose the required display format from the dropdown menu (i.e. classic, full etc).

**Alert options**
Specify whether the Alert should deliver:
- New families (new records) added to PatBase – UP command
- New families (new records) and existing families to which new publications have been added (new family equivalents) - UE command

**Advanced alert options**
Click on the dropdown menu to view the list of advanced options and specify whether the Alert should deliver families when:
- The first IPC has been added to a family (UIC)
- The first assignee has been added to a family (UPA)
- The first English abstract has been added to a family (UAB)
- When the first IPC or first Assignee or first Abstract are added to the family (UIC, UPA, UAB)
- When INPADOC legal status changes (ULG)

**NOTE:** Advanced alert options (UAB, UIC, UPA) data only available from week 18 of 2009.

Select ‘Create alert’. A confirmation message will appear at the top of the screen. The Alert will start running from the following week / month.

**NOTE:** It is not recommended using the ‘Non-Latin search’ and ‘German text’ search by saving the search as an alert, as these two types of searches run on a different interface in the system. If included in an alert strategy, no guarantee for relevant hits can be given.

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**List / manage alerts**

Users can manage – view, edit or delete – their alerts by selecting Alerts / List / manage alerts from the main menu page. A pop-up window will appear listing all alerts.
To access previous week's alert results click on 'view'.

Once an alert has been created it is recommended that users test the alert script to ensure it will run in PatBase. To do this click on 'edit' against the alert in the alert list and select 'Test alert'. The script will be run for the previous week and results will be displayed in a separate pop-up window.

Once an alert has been deleted it is removed instantly and will not run again.

**View alert results**

Alerts are delivered by email every week / month (as specified in the alert set up). The email contains links to alert results which will display results in various formats. If an alert is being run on new families and equivalents then the family member that triggered the alert will be highlighted.
PatBase Alert.

Alert name: water vap
Date of alert: 18 January 2015
PatBase week: 1503 (Equivalents update)
Results: 13
Query:
  ft=(water and (vapor or vapour))
  (1) AND IPC=(F22 OR F23)
  and kld=(epb* or usb*)

Please click on the appropriate link below to view/download your alert results:

View results in PatBase:
https://www.patbase.com/vt_alert_x.asp?f=ALERT_0.185181346368.940_7161046_2015_1_18.htm&domainid=2

View results in a PatBase Folder:
https://www.patbase.com/vt_xfolder.asp?f=ALERT_0.185181346368.940_7161046_2015_1_18.htm

Download results in HTML:
https://www.patbase.com/vt_download.asp?f=ALERT_0.185181346368.940_7161046_2015_1_18.htm

Download results in MHT:
https://www.patbase.com/vt_tomht.asp?f=ALERT_0.185181346368.940_7161046_2015_1_18.htm

Download results in PDF:
https://www.patbase.com/vt_topdf.asp?f=ALERT_0.185181346368.940_7161046_2015_1_18.htm

RSS feed:
http://www.patbase.com/rssfeed.asp?rssid=856135795$2

[The links above will be active until Monday, July 27, 2015.]

The PatBase Alert Viewer displays results within a separate pop-up window and allows users to save and view results as a PatBase folder. It is also possible to save results as a PDF, view a ‘Snapshot’ of results (quick visual breakdown by country, classification and assignee) and search for words contained within the alert results.
It is also possible to receive PatBase alert results as **RSS feeds**. An additional link to set this up is available under ‘RSS feeds’ in the alert results email and requires an RSS reader. RSS can also be accessed from the Manage / list alerts page.

In addition to the above alert results can be opened directly as a PatBase Folder, enabling further work on the results and offering a very convenient way to save information or the recipient(s) can download the results in HTML, MHT or PDF. To view an Alert in a PatBase Folder, click on this option in the Alert-email. The PatBase Login page will appear. Once logged in, the Alert results will appear, as a PatBase folder. The file name is pre-assigned and can be changed at this point to direct the folders into an existing folder, if preferred. If Alerts are run in PatBase, the number of folders that can be created is not limited.

An ‘Administrator’ can view a summary of users’ alerts and see a breakdown of alerts created by users. This information is available on the ‘Alerts’ tab listed as ‘My users alerts’. Click on ‘View alerts breakdown by user’ displayed at the bottom of the page.

**Purchase alerts**

Alerts can be purchased in batches by a “PatBase Administrator”, depending on individual company needs. There is no limit to the number of alerts that can be run on an individual User ID. To purchase alerts, go to Alerts / Purchase alerts from the main menu page. Select the number of alerts to be purchased and confirm the purchase by entering a User ID and email address. The purchase will take effect immediately and an invoice will be sent by post.

**Refining / Manipulating results**

**Optimise (Results refining tool)**

The Optimise tool is available from the Search history page (History page) and can be accessed directly from a search query.

<table>
<thead>
<tr>
<th>#</th>
<th>Search query</th>
<th>Results</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>CPC=A43B5/00 and FT=ski*</td>
<td>419</td>
<td>View</td>
</tr>
</tbody>
</table>

Click on ‘Optimise’ for an immediate breakdown of a sample of the top 25 companies, technology areas, publication dates and countries within a sample of the selected results set. Select the relevant groups and click on ‘Optimise’ to optimise the search and refine the results set.
Introduction to PatBase Analytics

PatBase Analytics offers instant analysis of up to 100,000 PatBase records in one go. Access PatBase Analytics either from the History page, by clicking on 'more' next to the results set to be analysed, then select 'PatBase Analytics' in the right hand column. Alternatively select the 'Analytics' tab along the top, when viewing records, in the 'View', 'Browse' or 'Hits' mode. Analytics on the last search strategy can also be accessed by typing 'A' in the command line.

Data can be analysed in the following areas:
Jurisdiction / Year / Assignee / Inventor / Classification / Keyword / Legal

The various areas can be analysed using different criteria, by:
Family / Priority / Application / Grant / Publication

A 'Combined' view, of all or a number of the above criteria, is also available as well as a geographical view and a streams view (where applicable).

Use the toolbar on top of the screen to navigate through PatBase Analytics. This provides access to all the analysis options available.

Each area within PatBase Analytics - apart from the Keyword section - has a Settings dropdown found in the right hand corner of the page. Here (depending on the criteria chosen) display and threshold options can be set as well as breakdown and drilldown preferences. The Settings icon found in the very top right hand corner of the screen can be used to set global, and complex, options. Please refer to the PatBase Analytics ‘Settings’ section for further information.

A dropdown option which appears towards the top of the screen next to your search strategy enables the selection of the type of publication to analyse. By default ‘All’ types of publications are analysed. Select from All, Patents, Utilities, Designs or Other. ‘Other’ includes publications such as corrections, translations, search reports etc. The types of patents for a particular country can be viewed from ‘Settings’ under ‘Kind Codes’.
Summary

The ‘Summary’ page provides an overview of your analysis, which is detailed in individual widgets. A selection of widgets will automatically be displayed when accessing PatBase Analytics.

To delete irrelevant widgets, click on the cross in the top hand corner of the individual window. A list of all widgets is available in the ‘Widget’ dropdown found in the top right hand corner. The options in black can be selected and displayed.

Each widget is expandable by clicking on the expand icon in the top right hand corner of the widget. Click on the icon again to change the size of the widget. Once the size of a widget or the position has been changed, a pin will appear in the top left corner, click on this to save the size and location. Any changes made to the widgets will be remembered within the browser session, if the Analytics are run in a new browser, the widgets will reset.

Each individual section in the widget graphs are clickable. Click on the relevant section to search in PatBase, this will be combined with the analysed search set. Please note that this will run in another browser window. Click on the link icon in the individual widgets to be taken to the corresponding detailed graph.

In the ‘Widgets’ dropdown box there are two icons, click on the first to maximise and display all available widgets. Click on the second icon to minimise and display all widgets. Next to the dropdown box a button can be found to reset the entire summary page.

Understanding graphs

Every graph is entitled and details are provided of the data used to create it. This includes information about any publications, from the set initially analysed, not included in the graph.

Depending on the area of analysis chosen (Jurisdiction, Year, Assignee, Inventor, Classification, Keyword or Legal) analysis can be made using different criteria. These criteria include: by families, by priority (the earliest priority country in a family), by applications, by grants, by publications or a combination of these.
On the right hand side of the graph are buttons to change the view. You can remove / add the data labels from a graph, show / hide legend (if one is available), switch the view between a vertical or horizontal graph and also change the type of graph. Graphs / charts can be displayed as bar, pie, line, smooth line or scatter. Please note that dependent on the type of analysis made all types of chart may not be suited to the data results. The most appropriate graph / chart for the data set will be selected by default. When examining Jurisdiction, for example, there is a geographical visual available.

Above the ‘change the view’ buttons is a yellow confused face which provides help including details of what a particular graph is showing and explanations about why. Each combination of an examined area, i.e. Jurisdiction, Year, Assignee etc. with a certain criteria, i.e. by families, by grants, by priority behaves differently. For example:

Classifications / Families – the number of classifications may be greater than the maximum number of families being analysed. This is because multiple classification entries can come from each family.

Jurisdictions / Families – the total count of jurisdiction hits will exceed the maximum number of families being analysed. This is because one family may have publications in a number of jurisdictions.

Year / Priority – the number of entries shown in the graph may be less than the maximum number of families analysed as the priority data, especially for very early publications, may not be available.

Note: Queries such as these can be resolved by visiting the ‘Confused?’ (yellow confused face icon). For data accompanied by an asterisk there will be an explanation offered in the ‘Confused?’ file, on the main Summary page, or both.

There is also a mouse icon which offers further information and indicates when a graph is ‘clickable’ – meaning further information can be gained by clicking a bar (drilling down) in the current graph. For example a keyword search has been completed and the number of families are broken down by jurisdiction, clicking on a bar in the current graph, for example, China, will display the Probable Assignees from China. Clicking on the bar again will return to the previous page.

An option to print the chart is available. This can be found at the top right hand side of the graph / chart. Export options are also available. Please refer to the ‘Exporting information’ section for further information.
An option to view any graph / chart as data in a tabular format can be accessed by clicking on the table icon found at top right hand side of the page next to the Settings dropdown. Tables can be exported. Please refer to 'Exporting information' for further information.

**Breakdown and Drilldown options**

PatBase Analytics offers Breakdown and Drilldown options, in which it is possible to add a further dimension to the data being analysed, e.g. viewing breakdown of assignee activity over years or a drilldown of application jurisdictions.

A **Breakdown** of results offers the opportunity to view trends of Jurisdictions, Assignees, IPC’s or CPC’s over time. To access breakdown information select Application, Grants or Publications under the Year tab. Within the settings box, select the criteria to breakdown by in the dropdown menu. The information included in the breakdown is displayed below the graph; it is possible to remove information in the graph by clicking on relevant information. To add the information back into the graph, simply click on it again.

A **Drilldown** of results offers the opportunity to dig deeper into an analysis set based on Jurisdiction, IPC or CPC. To access drilldown information select Families or Applications under the Assignee tab. Within the settings box, select the criteria to drilldown by in the dropdown menu. To view the information of interest, select a drilldown option and click on any of the assignee bars within the graph. This will display the selected drilldown information. Click on any of the bars to return to the original graph.
'Jurisdiction’ and 'Assignee’ groupings

It is possible to create groups for ‘Jurisdiction’ and ‘Assignee’. Groups can be useful to either group connected geographical areas, for example, continents, or collate assignee names taking account of name difference / variations in spelling.

To create a group, go to any graph in ‘Jurisdiction’ or ‘Assignee’ and click on the globe or assignee icon on the right hand side next to the graph settings. An overlay will open in which groups can be created, edited and deleted.

All jurisdictions available in PatBase will be displayed to create jurisdiction groups. Only assignees included in the analysis will be available to create assignee groups. Three main boxes are available. The first displays the available jurisdictions / assignees. Here a search box is provided on top to easily find the relevant information. For the assignee list, it is possible to click directly through to relevant information via the letters down the side of the box.

Groups can be shared with other users as well as switched on and off in the advanced settings, please refer to the ‘Settings’ section below for further information.

Keywords

Click on the Keyword tab and select to show the keyword cluster analysis as either a circle or a grid visual. The most frequently occurring keywords found within titles and abstracts are displayed.

Click once on a keyword to see a list of families that contribute to the cluster.

Above the list of families a summary of cluster information is provided; how many unique PatBase families have been identified and what percentage of patents from the initial search are represented in a particular cluster. If the cluster is a parent cluster (one containing other keywords) the number of child-clusters will also be given.

The keyword chosen from the cluster will be highlighted within the displayed titles and abstracts. Titles are hyperlinked to PatBase records. Clicking on the hyperlinked title or clicking on the arrow icon at the end of title will search that record within PatBase. To display all the records identified from the cluster of a particular keyword, click on the arrow icon in the top right hand side of the page next
to 'View in PatBase'. The records will open up in the original browser window, not within the PatBase Analytics window.

In the circle view, click on the pink arrows to expand / collapse the number of clusters displayed.

In the grid view, double click on a cell to display associated keywords within a cluster. To return to the original view press escape.

To save the visual image (the circle or the grid) click on the download icon found on the top left hand side of the screen. The visual image will open in a new window. Right click on the image and select ‘Save image as...’ to save to a PC.

Legal

Click on the Legal tab and select:

All statuses – a graph showing the number of legal statuses for a particular event group.

Families – a graph showing the number of families for a particular event group.

Applications – a graph showing the most recent event groups for applications.

Time to grant – a graph showing a summary box plot (in days) from when an application was first made to the first grant.
Data breakdowns by Jurisdiction and Probable Assignee for applications in the Time to grant graph are available. The graph above displays Jurisdiction. It can be changed to Probable Assignee from the Settings menu found on the top right hand side of the screen.

Other options are also available from the Settings box.

Mousing over a particular bar will give you details of the data you see within the graph display. As well as averages numbers, the number of applications included in the sample data set is included.
The legal status event groupings were put together by Minesoft and RWS and are therefore judgments, not facts. Clicking on the icon will list the legal status event groupings. These groupings take PRS codes and allocate them into a category making them easy to manage.

A ‘PatBase Analytics User Guide’ is available. Please contact support@minesoft.com to obtain a free copy or open the PDF from the top right hand corner within the PatBase Analytics screen.
Exporting information

Exporting images

Options to download an image can be found at the top right of the graph / chart in view. Choose to download as a PNG, JPEG, PDF or SVG. The data can also be downloaded as a CSV file for further manipulation.

Exporting data

Data can be exported from the data view (table). The data will be exported in the order it is sorted. Export options available are Excel, XML, CSV, HTML and JSON.

Settings

To access the ‘Settings’ page, click on the setting button in the top right hand corner of the toolbar. At the top of the page there is an options and reset section, which covers:

Show hints: The hints will appear at the top of each graph for a couple of seconds. These display useful tips on how to work with the graph or how to display relevant information.

Apply jurisdiction groupings: Switch this on and off to activate / deactivate the created jurisdiction groupings. Please not that if the groupings are switched off, the created groups will not be deleted.

Apply assignee grouping: Switch this on and off to activate / deactivate the created assignee groupings. Please not that if the groupings are switched off, the created groups will not be deleted.

Groups Appearance: This will determine how the groupings are displayed in a graph, i.e. group and then name, the group name written in bold, italic or same as any entries not currently in any groupings. It is recommended to select group and then name, the group name written in bold or italic to quickly identify the groupings in the graph.

Reset all, and reload data: Selecting this will reload the data from the search query and re-analyse the information.

Reset all toolboxes: Clicking on this will reset all the settings in the tool, e.g. if a threshold or number of entries has been changed in a graph.

Reset homepage: Click on this to reset the summary page. All widgets will be reset and returned to their original position.

Further down the page a selection of expandable sections are available. Some of these are related to the various current settings in the PatBase Analytics showing information on the parameters set in the individual areas, for example, a year range or widget settings.

The Jurisdiction and Assignee Settings also contain the created groupings. It is possible to share these from this section. To do this open the section and click on the Jurisdiction / Assignee Groupings to display all the available Groupings (if any has been created). To share the groupings with other
users, please click on 'Download the current file' icon. Share this file with relevant users, who can upload this using the browse and upload button within this section. This will automatically create the same groupings.

The remaining sections cover:

**Currently Analysed Searches**: Open this section to display the search queries analysed along with the number of hits and size of the dataset.

**Kind Codes**: A list of all countries available in PatBase is listed, click on a relevant country to display available kind codes. This also includes the type of patent – Patent, Design, Utility or Other.

**IPC**: Expand this section to display a full list of the International Patent Classifications along with the description of these.

**CPC**: Expand this section to display a full list of the Cooperative Patent Classifications along with the description of these.

For further information on the PatBase Analytics please contact support@minesoft.com or refer to the PatBase Analytics User Guide. User Guides are available from Minesoft.

### Statistical analysis

'Statistical analysis' analyses a maximum of 5,000 records. To use the Statistical analysis tool select 'more...' found on the History page and then select Statistical analysis from the right hand column.

**NOTE**: Statistical Analysis requires Adobe Flash version 8 or above.

A new window will open. There are four kinds of analysis which can be accessed by clicking on the corresponding tabs: Class (classification), Assignee, Keywords, Advanced (in-depth analysis on Assignee, Classification, Inventor, Country or Date).

### Class (classification) analysis

If analysing classifications, select International (IPC), Cooperative (CPC), European – ECLA (EC) *(legacy)*, US or Japanese F-Terms, then select the length of the classification. Set the number of records to analyse using the dropdown box. Set the number of items to see ranked, using the dropdown box. To generate an Excel file of search results for further analysis, select 'Yes' from the dropdown option. Click 'Analyse' to run the class analysis. If you have chosen to include an Excel link, this will be displayed on the results page. Right click on the link to save the data.
Assignee analysis

Select the number of records to analyse and the number of assignees to be ranked from the dropdown menus. To generate an Excel file of search results for further analysis, select ‘Yes’ from the dropdown option. Click ‘Analyse’ to run the assignee analysis. If you have chosen to include an Excel link, this will be displayed on the results page. Right click on the link to save the data.

Keyword analysis

Select the number of records to analyse, number of top ranked keywords to analyse and the fields on which the analysis should be carried out (Title & Abstract, Claims etc). To generate an Excel file of search results for further analysis, select ‘Yes’ from the dropdown option. Click ‘Analyse’ to run the keyword analysis. If you have chosen to include an Excel link, this will be displayed on the results page. Right click on the link to save the data.

Statistical analysis results

When users have their analysis results they can select classifications, assignees or keywords of interest by checking boxes and clicking ‘search selected’. These classes / assignees / keywords will then be searched in PatBase.

If searching ‘Class’ users can mousing over the classification to see the class definition. Users can also select to ‘View class breakdown’ found on the top left hand side of the screen which shows the frequency of the classification description (see screenshot below).
A graphical summary of analysis results for classifications, assignees or keywords can be viewed by clicking on ‘View graph’ at the top of the page. For Class and Assignee graph type can be switched between pie and chart using the corresponding icon above the graph. The graph(s) can be saved as a JPEG by selecting ‘Save Chart as Image’. For keywords the graph can be printed or saved.

A link to the ‘Advanced Classification Analysis’ is provided from all the statistical analysis results pages.

**Keyword analysis results**

The list of results from Keyword analysis can be further refined by checking the tick box next to the corresponding keyword(s) and clicking on ‘Delete’ or ‘Merge’ accordingly.

When keywords have been merged the symbol <+> will appear. Position the mouse over this symbol to view the list of merged words.

Searches can be performed for one or more keywords directly by checking the tick box next to the corresponding keyword(s) of interest. Clicking on ‘search selected’ will automatically add search results on selected keywords to the History page.

To analyse keywords according to proximity, select the ‘Proximity’ number from the dropdown menu and click “Advanced Text Analysis”. This displays a new list that ranks keywords within proximity to each other based on the number selected. For example, selecting 5 will display frequency of keywords occurring within 5 words of each other.
A useful bubble graph is produced and below it a table ranks word pairs and indicates how many hits the pairings produced. The graph can be printed or saved from the icons in the top right corner. Click on ‘Modify Analysis Terms’ to amend the keyword list if necessary.

Advanced Statistical Analysis

The Advanced Statistical Analysis can be accessed via the tab from Statistical Analysis or from links provided in the Class, Assignee and Keywords analysis tabs.

Advanced Statistical Analysis provides a breakdown of the frequency of occurrence on a set of results by Assignee, Classification, Inventor, Country or Date. Results can be modified and further analysis can be performed to get a breakdown with respect to Earliest Priority Year, Earliest Publication Year, International Classification, Family Countries and Earliest Priority Countries.

The initial analysis page is similar to the standard statistical analysis, but with extra options. For example: to analyse the 1st assignee only or remove inventors from assignee analysis; to sort display ordering; state the length of date.

Once an initial analysis has been run further options are then displayed. Select an option from the dropdown ‘Breakdown results by;’ and then click ‘Analyse’ to modify your analysis results. A table and graphs are then produced. Use the arrows to hide and reveal more / less information. Users can also change the graphic display and save the charts as images.

A menu bar along the top of the page enables users to easily navigate between different types of advanced statistical analysis.

**NOTE:** Search filters are not applied when doing Advanced Analysis. To analyse search results from a query when using a search filter, please add the results to a folder, cancel the search filter and then do the analysis on the folder contents. This will ensure that the results are accurate.
**Snapshot**

'Snapshot' offers PatBase users a quick statistical breakdown of results. To access, select the Snapshot button found at the top of the screen when viewing records in the 'View', 'Browse' and 'Hits' modes and also when viewing Statistical Analysis.

The option to view global patenting trends at a glance with respect to key areas of interest such as Publication year, Country Code, International Patent Classifications, Assignees / Applicants, US Classifications and Citations highlights key areas of interest for further analysis. Clicking on the option 'Visualise' links to the images generated by Visual explorer. Refer to Visual explorer for further information.

**Snapshot options**

Two graphs can be displayed at any one time within the Snapshot view.

The first graph always corresponds to a breakdown of earliest publication year against number of families.

The second graph corresponds to the option selected from the menu on the left highlighted in yellow. For example: Clicking on 'Countries' will give a breakdown of number of families for a particular country. To view a breakdown by country for a particular year users can click on the bar in the first graph, this will regenerate the country graph to show only data from that year (this does not apply to the 'Citations' line graph).

It is also possible to 'drilldown' within the second graph. For example, when using the IPC graph, clicking on the bar corresponding to a classification of interest will give a more detailed breakdown of the number of times that classification occurs.

The ability to 'drill down' within a graph is indicated by “Click Bar for Breakdown” (“Click Pie Slice for breakdown” when viewing pie charts) in the bottom left of the graph. Where applicable, when drilling down, an arrow will appear in the top right of the graph which can be clicked to return to the previous graph.

The chart type can be switched between pie and chart using the corresponding icon in the top right of the graph. It is also possible to save a copy of the graph using the save icon in the top right.
Click on ‘Citations’ to see a Citation Timeline graph for a visual summary of citations over time. Peaks in the line graph clearly indicate years in which the most backward and forward citations occur for a sample of the result set. Place the mouse over the node within the graph to view details of publication year and number of records.

Exporting snapshot results

The results of a snapshot can be exported as either as PDF or Excel file. The export links can be found in the menu on the left of the snapshot screen. The image can also be printed. To save the image as a JPEG click on the disc icon found in the top right of the screen.

Visual explorer

'Visual explorer' is a clustering and visualisation tool offering an instant pictorial overview by Keywords, Applicants, IPC or CPC. The overview is created from the first 2000 records within a results set.

Access Visual explorer from the 'View', 'Browse' or 'Hits' mode when viewing records by clicking found at the top of the screen.
By default, a pictorial breakdown of Keywords for a results set will be displayed. Options to explore the data set by Keywords+, Applicants, IPC or CPC are available by selecting the corresponding button above the visual (shown in the screenshot below).

Keywords – a dynamic wheel is displayed with segments containing keywords. The size of the segment is proportional to the breakdown of keywords within the results set. Additional tiers going out from the centre indicate an additional breakdown of keywords within a segment. Wherever a pink arrow occurs, this indicates there are additional smaller segments. Clicking on the pink arrow will expand the wheel to display any smaller segments. Mouse-over segments to display corresponding text in the centre of the wheel. Click on a segment within the dynamic wheel containing keyword(s) of interest to drill down to the relevant records.

In the case below Carboxylic Acid was selected from the Visual explorer visual and was searched in PatBase.

Users can add these results to their search history by selecting ‘Add results to search history’ found on the top left of the page.
Keywords+ – provides a visual breakdown of keywords occurring within the titles and abstracts, combined with the complete definition of the main IPCs occurring in the results set.

Applicants – provides a visual breakdown of Applicants / Assignees occurring within the results set (inventor and assignee duplicates are automatically removed).

IPC – provides a visual breakdown by the International patent classification (IPC) system within the results set.

CPC – provides a visual breakdown by the Cooperative patent classification (CPC) system within the results set.

**Save or print the Visual explorer**

To save or print the Visual explorer right click on the image. The image can be saved as PNG or JPEG.

**Sessions**

Sessions encapsulate everything a searcher enters and retrieves throughout their search session. Users can continue, save, view and export their sessions. Users wishing to continue their last session after logoff must select the ‘Continue last session’ option on the login screen. A session can be continued after any period of time.

**View session log**

The session log can be viewed by selecting the Session / View session log option from the toolbar. Alternatively type “..session” in the command line. A new window will open detailing any search strategies together with records viewed.

The display format of documents in a session can be changed by using the dropdown menu at the top of the screen. The session information can be printed and exported from this page using the Print or Save/export options. To view the search strategy only and not the records, simply select the Outline option from the dropdown menu.
Export session log

Users can export a session log (save it to a file) when viewing their log by using the Save/export option or by going to Session / Export session log on the main menu toolbar.

Users will be requested to select a file format from:
- **Microsoft Word** saves the file in Microsoft Word format (Word 2000 and above).
- **Rich Text Format (zipped)**.
- **HTML (Web Archive)** saves all the elements of a session log, including text and graphics, into a single file.
- **HTML (Web Archive zipped)** saves all the elements of a session log, including text and graphics, into a single zipped file.
- **HTML** saves the file in HTML format.
- **PDF** saves the file as PDF.

And also select a display format:
- Outline, Classic, Full, Biblio, Scan, Image, Classic Simple (No tables), Classic Plain (Fixed text), or any Custom formats set.

Click Export and wait for the system to return a link to the exported file (this may take a few minutes). Right click on the link and select 'Save target as' to save the file locally.

Clear session log

Users can clear the session log by selecting Session / Clear session log on the main menu toolbar.

Timeout

Sessions will time out after 20 minutes of inactivity after which the system will log out. To continue searching in the same session log check the 'Continue last session' box on the login page.
PatBase Folders

When a search has been run, users often want to save relevant documents in a folder for later analysis, to share with colleagues or for future use. PatBase allows users to save up to 2500 folders on one User ID.

It is important to note that records (families) that have been added to a folder are NOT static. Whilst a folder remains in PatBase, PatBase searches for new family members (equivalents) when the folder is opened and the up-to-date record is then displayed in the folder. PatBase will not add new families to the folder – just new family members / information. To create a copy of the folder results from a specific time without any updates the folder must be exported or published.

Create / open a folder

To create and open a new folder, click 'New folder' listed under the 'Folder' tab in the toolbar.

Users will be directed to the folder management page. Here they can create a new folder by entering a name in the text box displayed under 'Add a new folder' on the right hand side. Please use standard Latin characters and do not use symbols or accents.

At this point users can also decide whether they wish to share the folder. A shared folder will be visible to other PatBase users who share a domain name, e.g. all @minesoft.com or those pre-defined in a specific user group (see Shared folders / access rights). Check the box if you wish to share the folder. If the box is not checked the folder will remain private. It can be shared at a later time.

Once you click ‘Save’, your folder will automatically be displayed within your list of private or shared folders. You can switch between your private and shared folders by using the tabs found at the top left of the page (shown below).
Once a new results folder has been saved, the new folder name will appear in the folder tab on the toolbar. This indicates that this folder is now open, and any selected search results will automatically be directed into this folder when you check the box \( \checkmark \). In the screenshot below the folder is called ‘recycling’.

**Add records to a folder(s)**

Records can be added to a folder in a number of ways when viewing or browsing search results.

Checking the box \( \checkmark \) will add the record to the open folder.

**Add a record to a folder other than the one open**

Clicking on this icon \( \checkmark \) will open a pop-up list of your private and shared folders. Check a box to add the record to an existing folder. Alternatively enter a new folder for the record to be added to.
Close the pop-up box to return to viewing records.

**Folder shortcuts**

Folder shortcuts, enable users to work with up to 5 folders at one time. Clicking on the icon retrieves a list of all private and shared folders. From here click ‘Add shortcut’.

If a folder is already open, this will count as 1 of the shortcuts and you can therefore select 4 more. If no folder is open, 5 shortcuts can be selected. The folder shortcuts will appear underneath the family bar when looking at the records.

The open folder, in this case ‘recycling’, is marked in blue. As you scroll through the records, they can be added to any of the folders selected as a shortcut (one or multiple). These shortcuts will stay active within a session, so if another shortcut is needed or some of them have to be removed, click again on the icon and select ‘Remove shortcut’.

**NOTE:** If a folder is renamed whilst it has a shortcut open, the name will not be updated to reflect the new name and the folder shortcut with the previous name will be invalid. We recommend adding another shortcut with the new folder name or end the browser session so the shortcuts clear and add new folder shortcuts for renamed folders.

**Add all records to a folder**

You can add all the records from a search query to an open folder by clicking ‘more...’ against the search query on the History page and selecting ‘Add to results folder’ found in the right hand column. You can then choose to ‘Add results to current folder’, ‘Name new results folder as:’ or select an existing folder. If selecting an existing folder a further ‘Filter by folder name’ option assists you in finding the folder you are looking for.
The list of shared folders follows the private folders. The limit of records to be added at one time to a folder is 10,000.

**Open a saved folder**

To open a saved folder, click on ‘My saved folders’ under the ‘Folder’ tab on the toolbar, or go to ‘My saved folders’ under ‘My items’ on the main menu page. A list of your saved results folders will be displayed. Mousing over the name of the folder provides folder information: the number of records held in the folder and the date the folder was last modified. Click on the headings ‘Folder name’ or ‘Date’ to sort the list according to these options. Click on either the name of the folder or on ‘open’ to view the contents of the folder.

<table>
<thead>
<tr>
<th>Folder name</th>
<th>Date</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>recycling</td>
<td>06 October 2014</td>
<td>open</td>
</tr>
<tr>
<td>0804 Medica</td>
<td>06 October 2014</td>
<td>open</td>
</tr>
<tr>
<td>CW</td>
<td>06 June 2014</td>
<td>open</td>
</tr>
<tr>
<td>osmosis_filter</td>
<td>15 May 2014</td>
<td>open</td>
</tr>
</tbody>
</table>

**Add folder results to your Search history**

Users can combine records within a folder with additional search criteria by adding records from a folder to the search history. This can be done either from the folder management page shown above, or whilst viewing the records from one of the folders. Select ‘add to history’ found at the top of the records and the results will automatically be added to the Search history page.

Users can also use the command line to add a folder to the Search history. For a private folder enter ‘RF=(exact name of folder)’, e.g. RF= (recycling). For a shared folder enter ‘SF= (exact name of folder)’ e.g. SF= (Cycling Watch)
Users can combine the above with other search criteria and search queries using the usual AND, OR and NOT operators. E.g. RF= (recycling) AND PD>201301.

**Combine folders (for display) using the command line**

Folders can be combined for display using the command line. Combine a folder named ‘az10’ with a folder named ‘ght67’ either using RF= OR RF= commands or by using the OR operator with search statement numbers.

Do NOT search RF=(az10 or ght67). This searches for a folder named either az10 or ght67.

Where folder names consist of two or more words / numbers they should be placed in brackets, e.g.

Numbers that form part of folder names should NOT be placed in quotation marks.

**Rename a folder**

To rename a folder select ‘rename’ against the folder you wish to change. Enter the ‘New folder name’ and click ‘rename’ to save.

In shared folders there is an additional option to create a Folder hierarchy. Once a folder has been shared, click on the ‘rename’ option. A dropdown menu then enables users to rename the folder as they wish and select a ‘Parent folder’. Click ‘rename’ to save. This option is not available in private folders.
Delete a folder

To delete a folder select ‘delete’ against the folder you wish to remove.

Share folders

To share a folder with other users of the same PatBase account click ‘share’ against the relevant folder in your list of private folders. This folder will then be displayed in your shared folders list. By default, sharing a folder will make the folder accessible to all users within the same PatBase account (full Read-Write access). However, by clicking on ‘access rights’ the owner of the folder can further restrict permissions.

A pop-up window will prompt the folder-owner to choose between two permission levels: Read-Only or Read-Write for all users. Read-Only means users with access rights to the folder are not able to modify the contents. Read-Write access grants the ability to read and modify a folder. All account administrators are automatically granted Read-Write access.

Selecting the second option, shown below, ‘The following users and groups’ allows users to define and restrict access to specific users.
Users can choose to restrict access to a folder to a limited number of users or to certain pre-defined user groups. Users can create groups in advance by going to 'User group management' under 'Settings' or alternatively accessing this option from the folder management page from the hyperlink 'Manage user groups' provided under the Merge folders option. See also Settings / User group management. In the above example 'Bike' is a pre-defined user group.

If a company has access to both PatBase and PatBase Express, PatBase users can choose to share a PatBase folder with ALL PatBase Express users as 'Read-Only'. To share a folder with PatBase Express users select the option 'Show folder in PatBase Express'.

Click ‘Apply & save permissions’ to save these access rights.

**NOTE:** If a shared folder is deleted, it is deleted from all User IDs and is NOT retrievable.

### Change ownership of a folder

From the same page as you set the access rights to share your folders it is possible to change the ownership of a folder. This change can only be made to shared folders and by the folder owner. Please click on 'change' next to the user name at the top. A list of all available users will appear in the New Owner dropdown list. Select the new owner (the name will be highlighted) and click 'save'.

### Archive folders

You can ‘archive’ a private folder. This will temporarily remove it from your folder list. To retrieve an archived folder, click on 'View archived folders' displayed at the top left of your private folders list. A
A list of archived private folders will be displayed. If you wish to reinstate a folder select 'load'. If you wish to delete a folder select 'delete'. Please note that once an archived folder is deleted it cannot be retrieved.

### Merge folders

To merge folders, use the 'Merge folders' form on the right hand side of the folder management page. The folder management page is accessible from 'My saved folders' under the folder tab on the toolbar, or by going to 'My saved folders' listed under 'My items' on the main menu page.

Select the folders you wish to merge from the dropdown list at 'Source folder 1' and 'Source folder 2' (Both private and shared folders will be listed). Name the new folder at 'Target folder'. Options of 'Or', 'And' and 'Not' are available to combine all records, select mutual records or exclude certain records.

### Working within a folder

<table>
<thead>
<tr>
<th>Folder name</th>
<th>Date</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>0904 Medica</td>
<td>06 October</td>
<td>open</td>
</tr>
<tr>
<td>Artificial fish lure</td>
<td>26 April</td>
<td>open</td>
</tr>
<tr>
<td>az10</td>
<td>26 April</td>
<td>open</td>
</tr>
<tr>
<td>bridgestone</td>
<td>31 January</td>
<td>open</td>
</tr>
<tr>
<td>CW</td>
<td>06 June</td>
<td>open</td>
</tr>
<tr>
<td>cyclone</td>
<td>17 February</td>
<td>open</td>
</tr>
<tr>
<td>dental restoration</td>
<td>11 January</td>
<td>open</td>
</tr>
<tr>
<td>Diamond_0427</td>
<td>07 July</td>
<td>open</td>
</tr>
<tr>
<td>Diamond_0436</td>
<td>06 September</td>
<td>open</td>
</tr>
<tr>
<td>Diamond_0442</td>
<td>16 March</td>
<td>open</td>
</tr>
<tr>
<td>Diamond_0519 OR 0518 OR 0517 OR 0518</td>
<td>09 May</td>
<td>open</td>
</tr>
<tr>
<td>Diamond_0529</td>
<td>25 July</td>
<td>open</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Folder: osmosis_filter 1-4 of 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display format: Classic</td>
</tr>
</tbody>
</table>
**Add a folder description to a folder**

Users can add an overall description to a folder by clicking on ‘folder description’. A pop-up will appear with the option to add a description (this is free text) and/or attach current / saved search histories for reference. Click ‘Save’ to save changes. To remove an entry, click on ‘x Remove’. Search histories can easily be copied and pasted directly into ‘Upload script’ found under the Search tab. This is useful if a folder has been shared and a colleague would like to rerun the same search.

![Folder description pop-up](image)

**Add notes to individual records within a folder**

Users can annotate individual records by selecting the ‘add family note’ icon also shown below in the corresponding family bar. Click on ‘Save note’ to save your text.

![Add family note icon](image)

Once a note has been added to a record the icon will change to include red horizontal lines. The notes can be viewed by mousing over the icon or amended by clicking on it. Please note users can also add notes when using the folder shortcuts by clicking on the ‘add note’ links marked below.
Add notes from full text whilst using folder shortcuts

Whilst working with folder shortcuts and viewing the full text it is possible to add a note taken directly from the full text of a publication. Select a text you are interested in and mark a section of the text using your cursor. When you do this an ‘add notes’ icon will appear (as in the below).

When clicking on the add notes icon a pop-up appears prompting users to choose which shortcut folder, of those open as shortcuts, users would like the note to be added to. Select one as shown below. Further notes can be added if desired. Then click ‘Add note’ to save.

Remove record from a folder

To remove a record from a folder click on the icon found in the top right.

Ranking and sorting families within a folder

Once records are in a folder, it is possible to apply a value from 1 to 5 stars and sort records according to these values, which is a useful way of picking out and viewing the most relevant records.

To rank a record, click on the appropriate number of stars displayed in the corresponding family bar. To cancel the ranking, click on the star furthest on the left with a red cross through it. NOTE: In shared folders, any user who has ‘Read-Write’ access can apply and edit the ranking of records.

To sort by ranking, select ‘Ranking desc’ (descending) or ‘Ranking asc’ (ascending) from the ‘Sort by’ dropdown option displayed on the top left of the screen.
Please note that if folders which contain the same record are merged and this record has been given a ranking in both folders, the highest ranking value will be applied to the record in the merged folder. So, for example, a record has been ranked '3' in one folder and '5' in the other folder, once the folders have been merged, the ranking value for that record will be '5'.

**Apply highlighting to words within folders**

Clicking on the highlighter icon found at the top right of the screen allows you to define words to be highlighted within a folder. Similar to the ‘Advanced Highlighting’, when viewing / browsing results in PatBase, the Folder Highlighting scheme can be saved and re-applied.

As with the Advanced Highlighting, Boolean and proximity operators can be included to highlight words in relation to each other. When including these operators it is necessary to assign separate colours to highlight a simple list of individual words or, use the operator ‘OR’, if it is necessary to assign the same colour for highlighting. If highlighting has been applied, the highlighter icon will change from grey to yellow.

By clearing the words from the highlighting scheme and then revisiting Folder Highlighting it is possible to use the last highlighting scheme entered. Please click on 'Last used' to load this.

To save a folder highlighting scheme, click on the highlighter icon. This will open up an overlay window with the option 'Save current highlighting scheme as:' Please enter a name for the highlighting scheme. From this view previously saved highlighting schemes can be loaded. Choose the scheme
from the dropdown menu and click 'Load'. Saved highlighting schemes can also be deleted from this page by choosing the 'Delete' option.

Folder Highlighting will continue to be applied unless cancelled by clicking on 'Cancel' via the Full text view which appears against the words 'Advanced Highlighting'.

Please note that when a folder is opened the last highlighting scheme used with that folder is automatically applied. Also note that when a private folder is shared the folder highlighting will also be transferred.

**Search folder**

Use 'search folder', found on the top of the screen towards the right hand side, to search added notes and information included in the families within a folder. In this example the folder 'recycling' is open and therefore the one being searched.

Within ‘search folder’ there are two tabs to choose from: ‘Search notes in folder’ and ‘Search information within the folder’. ‘Search notes in folder’ searches any notes that have been added to individual records within a folder. Boolean operators can be used. In the example below searching the keyword ‘alert’ in the folder ‘recycling’ has returned two hits. To view detailed information about one of these families click on the hyperlinked family number, e.g. 48908375. These two results can also be added to the Search history by clicking on ‘Add results to history’.

‘Search information within the folder’ enables searches of full text, assignee, inventor, publication number, publication dates (including date ranges) and family numbers within an open folder. Enter the criteria you wish to search and click ‘Search’. Like with ‘Search notes in folder’ Boolean operators can be used and similarly like with ‘Search notes in folder’ in order to view detailed information about one of your results click on the hyperlinked family number.
**Snapshot, Visual Explorer, PatBase Analytics – Visualisation and analysis tools**

**View snapshot**

The ‘view snapshot’ analysis tool is available within a folder. Please click on the snapshot button at the top of the screen to enter the tool. Folder snapshot works on a sample of 2,500 results. For further details refer to Snapshot.

**Visual explorer**

‘Visual explorer’ is available within a folder. Visual explorer provides a breakdown of the most common keywords, assignees, international classifications and cooperative classifications. Visual explorer running within a folder analyses the first 2,000 records. For further information, visit Visual explorer.

**PatBase Analytics**

*PatBase Analytics is available in a folder. Analytics allows in depth analysis of the records. For further information refer to PatBase Analytics.*

**Print folder, Export folder, Publish folder – Print and export options**

**Print folder**

The ‘print folder’ option found on the top left of the screen enables you to print all or select pages of your folder. Keeping / discarding the headers and footers and keeping / discarding any background colours or images are options.

**Export folder**

A folder can be exported by opening it and either clicking on the ‘export folder’ option found on the top left hand side or from the ‘Export folder’ option listed under the name of the open folder displayed in the toolbar.
Users can select the file format from a large number of options, including many third party providers such as BizInt Smart Charts or Search Technology’s VantagePoint. Please note that if you wish to use a third party provider’s tool you must have a subscription to their product.

Select a type of display, e.g. Classic, Custom. Folder Description, Family Notes and/or Family Ranking can be included in the export by checking the appropriate boxes. ‘Folder Description’ is not included when exporting to ‘other formats (CSV, XML, Excel, HTML Table)’. Note also that ‘Include search history’ is only available when exporting search results and not when exporting records which are in a folder.

By default all records in a folder will be exported, however this can be changed using the ‘Records to export’ option where a range can be entered. For example, records ‘From’ 1 to ‘To’ 25.

Click ‘Export’ and wait for the system to return a link to the exported file (this may take a few minutes). Right click on the link and select ‘Save target as’ to save the file.

**Offline export**

Please note that PatBase will automatically switch to offline export if the number of documents to be exported exceeds 100 for a standard export or 50 for a CSV publication export. Offline export was implemented as a time-saver as it allows other tasks to be worked on whilst the export takes place. Links to the offline export will be sent via email. Users can also access recent offline exports directly from PatBase itself by clicking on ‘View my recent exports’ listed under Menu in the toolbar or under ‘My items’ on the main menu page.

Limits of downloads, in line with Minesoft’s fair use policy, stand at 10,000/day/User ID or 30,000/month/User ID.

**Publish a folder**

You can share a results folder with colleagues, including non-PatBase users, by going to the ‘publish folder’ link found at the top right hand side of the screen. ‘Publish folder’ sends a link via email to your selected recipients, who can then view the folder contents including any description, notes, ranking and custom user fields (as selected). If emailing from within PatBase multiple email addresses can be entered. Separate the email addresses with a semi-colon. There is no
limit on the number of email recipients for ‘publish folder’. The email contains a link to the folder records which will remain active for 6 months.

**NOTE:** If your company mail server does not permit an email originating from an external mail server to be delivered to your colleague using your own email address, please replace the ‘email from’ address with info@minesoft.com.

### NPL Module

The non-patent literature module allows users to search over 13 sources of non-patent literature. Using either a basic keyword search or an advanced, multiple field based search, users will identify relevant literature from the following resources, which have been grouped by discipline:

**Agriculture**
- Agricola
- Agris

**Science**
- ScienceDirect (API)
- PubMed (API)
- HighWire
- WorldWideScience
- Science.gov

**Computing and Engineering**
- IEEE Xplore (API)
- Inspec (API)
- CiteSeerX

**Multidiscipline**
- Scopus (API)
- Springer Link (API)
- Google Scholar

![Image of search interface with categories for Agriculture, Science, Computing & Engineering, and Multidiscipline]
Resources marked above with API are direct feeds into PatBase and hence can be searched within the user interface and whose results can be de-duplicated in a list of Meta results. For non-API resources, the search query is parsed through to the resource via the URL and the results are shown accordingly. If a user wants to only search and display the list of de-duplicated meta results, the ‘meta search only’ check box should be selected.

All search results are hyperlinked back to the original article through IP authentication, if a user has access to any one of the above platforms or journal distributor, the original PDF article will be made available. If not, the user will be given the option to purchase the article.

**Printing**

**Print search results**

Users can print search results from the ‘View’, ‘Browse’ or ‘Hits’ modes.

**Print records from ‘View’, ‘Browse’ or ‘Hits’ modes**

To print individual records click the printer icon found at the top right hand side of the family bar in each record.

In ‘View mode’ to print all listed records (i.e. the records currently shown on that page), click the printer icon found at the top of the page next to the display format options. In any display, (View, Browse or Hits) it is NOT recommended to use the ‘File’ and ‘Print’ options on the computer menu as this will not print the full width of the record. To print more records than are shown on the page, see the options below.

Whilst using ‘View mode’ if the number of records required to be printed is 50 or less, the user can pre-set the required amount of records in Display & search options found under Settings on the main menu page. The maximum number of records that can be pre-set for display on one page is 50.
To print more than 50 records at once or to print more than one record at a time using ‘View mode’, ‘Browse mode’ or ‘Hits mode’, it is necessary to use command language.

**Print records using the command line**

![Command line: PRT CLA 1-84](image)

The above would print in classic format records 1 to 84.

Other display commands such as BIB (Biblio.) and SC (Scan) can be used. These formats will print numerous records on one page. CLA (Classic), FU (full) and CUS (Custom) will print one record per page. Visit [Display formats](#) for a full list of command line display options.

**NOTE:** Dependent on individual printer memory the number of records that can be printed at once may be limited.

**Print with highlighted keyword(s)**

Users can print records with their highlighted keywords if required. Before printing with highlighting it may be necessary to activate this feature on the PC, as by default it is switched off. It can be activated by going to Tools on the PC menu, Internet options and then choosing the ‘Advanced’ tab and checking ‘Print background colours and images’.

**Print from a PatBase folder**

Printing from a PatBase folder is similar to printing a PatBase record. To print one record from a PatBase folder click on the print icon on the top right hand side of the record. To print all records from a results folder, click on the print icon at the top of the page.
Contact Helpdesk

Users can send support requests directly to the PatBase helpdesk whilst connected to PatBase. To do this go to the main menu page and on the right hand column under ‘General information’ choose ‘Contact helpdesk’.

Enter your email address, telephone number and name and select the nature of your query. Selecting the nature of the query helps Minesoft to direct your question / issue to the right team. Please include as much detail in the request as you can.

Request other services

From the main menu page the ‘Request’ tab provides links to additional services provided by Minesoft Ltd and, their partner in the development of PatBase, RWS Group. **NOTE:** These services will incur additional charges.
Minesoft Contact Information

Minesoft are always happy to receive feedback about PatBase or any other of their products. Visit www.minesoft.com for further information about Minesoft’s IP product portfolio.

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