How to Use The Virtual Vietnam Archive Maps Search Page

Introduction

The Virtual Vietnam Archive is a multi-year project to digitize the holdings of the Vietnam Archive at Texas Tech and to make all non-copyrighted materials available through the web. To do this, the Virtual Archive utilizes a relational database system called Cuadra Star. This system allows for very fast, complex searches of all data in the database. Of the many materials available in the Virtual Archive, the map collection is one of the most interesting. Due to the some of the unique features of maps, such as latitude and longitude, we have created a separate search interface exclusively for out maps collections. Maps are included in searches using the main Virtual Vietnam Archive search page, but the maps search page includes a number of different options. The purpose of this tutorial is to help researchers to understand how to utilize the capabilities of the maps search page to their full extent.

Table of Contents

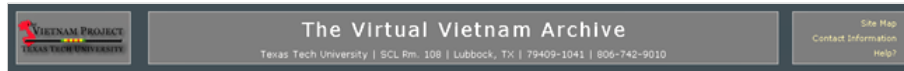**The Search Page**

About the Page

The Virtual Vietnam Archive (VVA) Maps Search Page is the best method for accessing the materials in our maps collections. The page includes a variety of search options to better help users find the information they are looking for. These search fields will be covered more in-depth on this page of the tutorial. For now, let's look at the page itself.

The Title Bar

The title bar of the page is the standard header for the Vietnam Project websites. Clicking on the logo will exit you from your Virtual Vietnam Archive (VVA) session. In the box on the right side are three links. The first two take users to different parts of our website. The third link, Help?, opens a window containing information about the page you are currently on. This header is the same on all VVA pages.

The Center Section - Search Fields

The middle section of the page contains the buttons and fields needed to search the maps collections. The left column contains functions to make the VVA do things, like conduct searches and display search results. These buttons will change based on your actions. The buttons that remain static include the "Help" button, which opens the afore mentioned help page, and the "Exit" button, which ends your VVA session. Additionally, the button "Search the Entire Virtual Archive" takes users to the main Virtual Archive search page. The other part of the middle section includes the search fields, which will be covered shortly. Please note that it is not necessary to enter information in every search field. Use as few or as many as you need.

The right column includes links to some available resources to aid in your searching. These resources include Gazetteers, in which you can find latitude and longitude coordinates, a US Army Map Reading Guide, and navigation pages to browse the US Army Map Service (AMS) maps in our collection for North and South Vietnam using a graphical representation. More information about these resourcs will be included further on in this tutorial.

The Footer

The last part of the page, or the footer, is standard on all Vietnam Project pages. Clicking on any of the links will exit you from your VVA session and take you to another page. In some internet browsers a statement will appear directly below the footer stating that your browser does not support stylesheets. A stylesheet is used on websites to control the look of webpages, such as the color and font. In some browsers, the background color function of the stylesheet does not function properly, and this statement appears. This will not affect the functionality of the Virtual Archive in any way. It is simply the look of the pages that is different.

The Search Fields

The Search Fields are were users enter terms and phrases they wish to serach for in the Virtual Archive. Please remember that you can use as few or as many of these search fields as you would like. It is not necessary to enter data in every field.

Title / Keyword: The most basic search in the maps database is by title or keyword. Entering a search term in this field searches the titles of the maps in the collection, as well as various subject entries we have entered. You can also search by item or sheet number within this field, but may receive multiple hits. Separate multiple terms by ;. Currently, using " " to search for complete phrases does not work, but we anticipate this feature being added soon.

Country: Use this field to limit your search to specific countries. Note, some maps cover multiple countries. Separate multiple terms by ;

Scale: [   ] (*view list of map scales*)

Scale: The scale of a map is how many meters/feet/miles are represented by an inch on the map. Maps come in multiple scales (ex - 1:50000; 1:250000). Enter a scale in this field to limit your search to a particular size. Use the index link next to the field to assist (for more information on indexes, see the next page of the tutorial).

Map Number: [   ]

Map Number: All maps in our collection are assigned a unique number. In many cases, this number is taken from the map itself, usually a sheet number assigned by the map producer. Other numbers are assigned by the Vietnam Archive using a predetermined system. Enter the sheet number in this field, if known, to search for a specific map. It much match exactly. For example, entering 6144-4 will result in one hit. Entering 61444 will find no hits, nor will 6144.

	Latitude		Longitude	
Coordinates:	Degrees	Minutes	Degrees	Minutes
	[ ]	[ ]	[ ]	[ ]

Coordinates: To search for a map depicting a specific geographic location, enter the latitude and longitude coordinates in these fields, separating latitude and longitude and degrees and mins. It is not necessary to include minutes if they are unknown. Latitude and longitude coordinates can be found using the gazetteers included in the resources section of the search page. Please note that only maps from the Northeastern hemisphere are included in this database. Searching for south latitudes or west longitudes will not work. Also, do not enter N or E in the search fields. Use numbers only.
Coordinates example: 18° 45' N (latitude) x 101° 30' E (longitude).

	Designation	North/South #	East/West #
Grid Zone:	[ ]	[ ]	[ ]

Grid Zone: Use these search fields to search for maps of a specific military grid zone. More information on grid zones can be found in the Map Reading Guide in the Resources section.

Collection: [   ]

Collection: To search for maps donated by a specific donor, or from a specific collection, use this search field.

Index Links

There are three index links available on this page to take users to the list of terms available for certain search fields. More information on the Index Pages is available in the next section.

[   ] (*view list of map titles*)

[ ] (*view list of available countries*)

[ ] (*view list of map scales*)

Conducting Searches

Start Search	**Maps Search**
Clear Search Form	Title / Keyword: [ ]
Help	Country: [ ] (*view list of available countries*)
Search the Entire Virtual Archive	Scale: [ ] (*view list of map scales*)
Exit	Map Number: [ ]

	Latitude		Longitude	
Coordinates:	Degrees	Minutes	Degrees	Minutes
	[ ]	[ ]	[ ]	[ ]

	Designation	North/South #	East/West #
Grid Zone:	[ ]	[ ]	[ ]

Collection: [   ]

To conduct a search, enter a term(s) in as few or as many search fields as you wish. You may then either hit enter on your keyboard, or click the "Start Search" link in the left column

If your search generated results, this number will appear at the top of the left column, and directly above the keyword search field. If there are no results, you will see the message "Your search did not retrieve any hits. Please try again." If your search resulted in a large number of hits (500+), we suggest you enter more terms, such as country or scale, to narrow down your search.

The more results your search has, the longer they will take to load, and the more information you will have to sort through. After you enter another term, hit enter or click on the "Update Hits" link. Once you are happy with the number of results, click on the "Display Search Results" link, which will take you to the Browse List page (covered in a later section).

The Index Pages

About the Page

The Virtual Vietnam Archive Index Pages are provided to assist researchers in finding terms that may be used while searching. Quite simply, the index pages are a listing of all of the words in the Virtual Archive for a specific category. Access is provided to three indexes through the Virtual Archive Maps Search Page: maps titles, countries, and map scales. The basic structure of the Index Terms pages is the same as the rest of the Virtual Archive.

Please note, due to the size of these indexes, when you click on the link, the page may take a few moments to load. The terms are listed on the page is sets of 20, with a check box in front and followed by a number. This number is the number of times the term appears in the Virtual Archive.

List Terms / Show Near

| List Terms Near [   ] | Show Near |

Due to the size of the indexes, only 20 terms will be displayed on the screen at any given time. To assist with navigation through the Map Titles index, a search field is provided near the top of the page, under the page title. This search field is labeled "List Terms Near" and is followed by a button labeled "Show Near". To jump ahead in the index, enter a name, a term, or even a single letter and click the "Show Near" button. For example, if you want to jump ahead in the index to see map titles starting with the letter G, enter G in the List Terms Near box and click the button. This will take you to the first term starting with the letter G.

Previous Section / Next Section

Another way to navigate through the index is to use the "Previous Section" / "Next Section" buttons. These are located in the left column on the page. Clicking "Next Section" takes you to the next set of 20 terms. "Previous Section" takes you back 20. If you are at the beginning of the index, then the "Previous Section" button will not appear. If you are at the end of the index, the "Next Section" button will not appear.

Paste Term(s)

Previous Section

Next Section

Return w/o Pasting

Help

Exit the Virtual Archive

Selecting / Paste Term(s) / Return w/o Pasting

To select a term to use in your search, click the checkbox next to the term. You can select multiple terms by clicking on multiple checkboxes. Once your terms are selected, click the Paste Term(s) link in the left column. This will return you to the search page and enter your terms automatically into the appropriate search field. Multiple terms will be separated by semicolons, meaning that the search engine will search for records that have either the first term, or the second term, etc... If you do not find a search term that you wish to use, click the "Return w/o Pasting" link in the left column. This will return you to the Search Page without adding any terms to your search.

Search Links

On the Map Titles and Countries Index Pages, all of the index terms are underlined. This means you can click on the term and be taken directly to the Browse Page listing all of the entries for that term, bypassing the search page. Please remember that if the number in parentheses that follows the term is large, then it will take time to load the results. You may want to paste the term into the search page, and enter other terms to narrow the search down to see fewer results.

Map Title (hit count)
☐ A Lu Oi (1)
☐ A Ro (1)
☐ A Sap (1)
☐ Along (1)
☐ Amphoe Amnat Charoen (1)

Find Coordinates / Resources

About the Page

In the right column of the Search Page are three boxes with links to other pages that may assist with searches. The top and bottom boxes, "Find Coordinates" and "Resources", will be covered on this page of the tutorial. "View the country" will be covered on the next page. The basic structure of the Resources pages is the same as the rest of the Virtual Archive.

Find Coordinates

When searching for a specific location in a country of Southeast Asia, such as a village or town, or a geographic feature like a named mountain, use the links in this column to view the gazetteers. Click on the link for the country you are interested in. This opens a new page with links to the gazetteer for that country. The gazetteers have been broken down into smaller segments due to their very large file sizes. Even the smaller files are over 1MB, so this is not recommended for people on dial-up connections.

The gazetteer is divided alphabetically. Click on the appropriate link to open the pdf file in Adobe Reader. The text of the gazetteers is small and badly printed, so they may be hard to read. Additionally, these PDFs are not searchable. Once you have found the coordinates you are looking for, click the back button on your browser to return to the listing, and then use the close button on the left of the page to close that window and return to the search page.

Resources

Currently, the only resource available is a map reading guide created by the US Army. A significant portion of the Vietnam Archive Map Collection is comprised of US Army maps, so this resource is provided to assist in reading these maps. A wealth of information is provided, such as understanding grid zones, scale information, informational symbols, etc... Clicking on a link opens the pdf file in Adobe Reader. These PDFs are searchable. Click the back button on your browser to return to the listing, and then use the close button on the left of the page to close that window and return to the search page.

View the Country

About the Page

The view the country pages allow for a unique way of finding maps for a specific location in either North or South Vietnam, using a graphical interface. The basic structure of the pages is the same as the rest of the Virtual Archive.

Country Map

Province: Pleiku

Military Corps: II Corps

The first page of the View the Country section show a province map for either the North or the South, as the provinces were in approximately 1968. When moving the mouse over the map, the name of the province appears to the left. On the South Vietnam map, the Military Corps the province was located in is also listed.

Overlay

In the left column of the page is a button titled "Show/Hide 1:250000 Map Overlay". Clicking this button superimposes thumbnails of 1:250000 scale maps from our collection over the province map. This allows users a view of the geographical features for the country. Clicking the button again hides the overlay.

Province Map

On the country map, clicking on one of the provinces takes users to a page displaying all of the thumbnails of our 1:50000 scale maps for that province. Users can then click on any of these thumbnails to see more information about that particular map.

Left Column Links

In the left column of the Province Maps are a number of links. Clicking the "Close Window" button closes the Province Map window without taking any other actions. Clicking the "Return to..." button returns users to the previous country map. Below these buttons is a link to see all of the 1:50000 maps for that province on the Browse List page, as opposed to the More Information single map page you would be taken to by clicking on a thumbnail. Additionally, on South Vietnam province maps, a link is included to see all of the 1:50000 maps for a particular Military Corps.

See all 1:50000 Maps for:

Ninh Thuan Province

II Corps

Browse List

<u>**About the Page**</u>

The Browse Results lists the results of your search in an order of your choosing. Up to 25 records are listed per page. This listing consists of basic information about the maps, links to various versions of the digital copy of the map (if available), and a link to more detailed information about the map. The basic structure of the page is the same as the rest of the Virtual Vietnam Archive.

<u>**Information Displayed**</u>

The information displayed on the Browse Results Page is the most basic information available about the item, including its title, sheet number, creation date, countries, links (either an icon or thumbnail) to different digital versions of the map, if available (if the item is not available, in most cases the icon will be replaced with a not available icon: 🚫   ).

Generally, five links to digital versions are provided. Clicking on the thumbnail takes users to medium sized JPG version within their browser. Below the thumbnail are four links. The sizes of the files are listed to the right of the description. The first listing is usually for a full-sized PDF version of the map. This full-sized version can be taken to a printing store and printed for you, resulting in a map that is very close to identical to the original. Viewing the full-sized version on your computer in Adobe Acrobat or Adobe Reader allows you to zoom in to see the very fine details of the maps. The second link is to an 8.5x11 inch pdf version. This file is usually very small in size, and will download or open very quickly, but does not have the high quality of the full-sized version. This smaller PDF can be printed very easily on most printers. The third version is to a large JPG image, and this is followed by a link to a smaller JPG version. Is some cases, more links will be provided to a different version of the map, such as a Vietnamese Language version.

Please note that the larger sized images (the full-sized PDF and the large JPG) make take a very long time to open. We do not recommend that users with dial-up internet try to access these versions. Please feel free to contact us to obtain the map through another method. For users with high-speed connections, we suggest that, instead of clicking on the link to open the item directly, right-click on the link and save the map directly to your computer. This will download faster (it may still take some time, but will be faster than opening directly), and then you can view the map at your leisure. Additionally, on occasion, when trying to open large files directly from the web, your session can be timed out by a variety of sources, preventing you from successfully downloading the item.
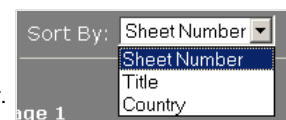
<u>**Moving Between Pages**</u>

If your search resulted in more that 25 hits, then at the top and the bottom of each page a set of links will appear. The size of this set varies depending on the number of search results. In this set you will see the number of the page you are on, and links on the left and right to the previous and next sets of 25 hits, as well as links to other pages in the results, allowing you, as an example, to quickly jump to results 125-150. To leave the Browse Results page, click the Return to Search link in the left column to return to the Search Page, or Exit the Virtual Archive to end your session. If you were brought to the Browse List page through one of the View Country Province Maps, a link to return you to the province you had been viewing will also be displayed here.

<u>**Sort By...**</u>

It is possible to change the order in which your results are displayed on the Browse Results page by using the drop-down menu near the top of the page. The default sort order is by sheet (or item) number. By using the drop-down menu, you can re-sort your results by Title or Country.

<u>**More Information Link**</u>

In the upper right corner of each record is a link labeled "See More Information". Clicking this link takes you to a page listing only that record that provides more in-depth information about the item. This page will be covered in the next section of the tutorial.

More Information or Full Record Report

About the Page

The More Information or Full Record Report Page is a listing of in-depth information about a single item. It list more detailed information that the Browse Results page, and in some cases provides additional navigation features. The basic structure of the page is the same a the rest of the Virtual Vietnam Archive.
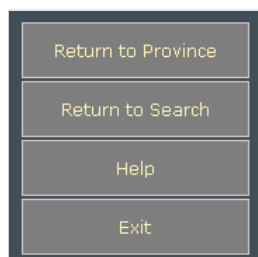
Information Displayed

The top of the page displays the title and scale of the map. Directly below this is a large thumbnail of the map. Clicking on the thumbnail opens a larger JPG version of the map. At the four corners of the thumbnail map, the latitude and longitude of each corner is usually listed. In some cases, an outer square around the map includes links to other maps. These links will be covered more in-depth later on this page of the tutorial.

Below the thumbnail square is the general information about the map. This includes information such as the series and edition, scale, countries, languages on the map, creation date, scale and contour interval, collections the map is in, physical location, and the number of copies in the Vietnam Archive collections. At the bottom of the page is our preferred citation format for that map. Also included is links to download four different digital versions of the map, as described on the previous page of this tutorial.

Navigating Between Maps

For maps from our US Army Map service collection of 1:50000 and 1:250000 maps, in many cases, navigation links are provided around the thumbnail square at the top of the page. These maps are all linked together, and when laid side-by-side, can provide a complete view of the country. Clicking on one of these links takes users to the next map in the sequence, in the direction the arrow is pointing, allowing users to navigate around much of Southeast Asia without having to conduct more searches. In some cases, these links will take you to a blank page with some descriptive information on it. This is due to the fact that we do not have a copy of that map in our collection. Some maps also include "Zoom In" and "Zoom Out" links between associated 1:50000 and 1:250000 scale maps.

Left Column

The left column includes buttons to "Return to the Browse Listing" and to "Return to the Search" page. If you came to the full report page through one of the Province Maps, the "Return to Browse" button is replace with a "Return to Province" button.

Error Pages, Messages, System Maintenance, and Access Problems

Error Pages Overview

The Virtual Vietnam Archive and the systems that allow it to function are complex, and at times errors may occur. There is a huge number of possibilities that could cause these errors. The error pages we generate provide as much information as possible, but still probably won't tell you why something went wrong. We realize this can be very frustrating, and we do our best to keep problems to a minimum. There are generally three types of error pages you may see.
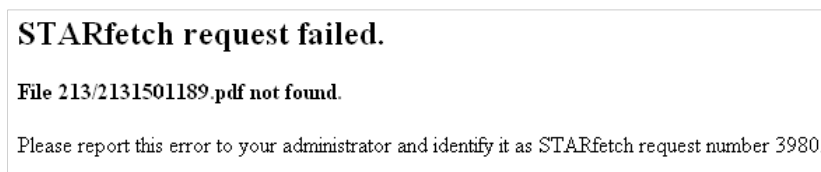
Virtual Vietnam Archive Error Pages

Virtual Vietnam Archive error pages have the same color scheme as this tutorial page. They have a blue title at the top of the center section describing the error category. This is followed by information about contacting us. Finally, there is a table with a lot of information in it. Reading through this information, particularly the top cell, may tell you what happened. There are a number of possible error messages, and occasionally the message you receive may not match what has happened. Please feel free to contact us with any errors you receive. The only way for us to fix problems is to know they happened.

When contacting us, please provide all of the information on the error page to help us to trace the problem. You can highlight all of the text and paste it into an email message, or (in Windows) hit Ctrl+Alt+Prt Scr on your keyboard. This takes a screen shot, or a screen capture, of what is on your monitor. You can then open a image editor like Microsoft Paint or Adobe Photoshop and paste the image into a file. This file can be saved and emailed to us as an attachment. In addition to the error text, please provide us with as much information as possible, including what page you were trying to access, the steps you took to get to it, the time and date of the error, and the operating system and internet browser you were using.

File Retrieval Errors (StarFetch)

The Virtual Vietnam Archive uses a file retrieval system called StarFetch. If this system is unable to find the digital file you were trying to access, you will receive an error message. This error message will include a title describing what happened, the name of the file it was trying to retrieve, and a request number. When reporting a StarFetch error, please include all of this information.

Internet Error Pages

Some errors are caused by internet or other network problems that are out of our control. These may be caused by anything from your ISP to our University network. If you receive one of these errors, please try us again later. If you continue to have problems, please feel free to call us at 806-742-9010.

Messages

When the Virtual Vietnam Archive will be unavailable for a planned reason, such as system maintenance or a backup, a notice will be appear at various locations on our website. They will appear below the links in the left column on most of our pages, and will also appear near the top of the entry page to the Virtual Archive, as well as the Vietnam Project homepage. These message should tell you what is happening, and when. All times listed will be for the Central Time Zone, where we are physically located.

System Maintenance

The Virtual Vietnam Archive is unavailable every morning between 5 and 6am. This is when we run a backup of our system. While the backup is being conducted, the system cannot be accessed. Additionally, on the last Sunday of every month, the Virtual Archive is unavailable between 12am and 6am. During this time we run a database cleanup program to improve the functionality of the system. There are other times the system may be taken down, for program updates or hardware maintenance, etc. We will provide advanced warning whenever possible.

Access Problems

Problems accessing the Virtual Archive, or files within it, sometimes happen. If you are taken to a page titled Browser Incompatibility (http://www.vietnam.ttu.edu/vietnamproject/browser_redirect.htm), this means that your current internet browser does not work with the current version of the Virtual Vietnam Archive. Most newer browsers will work, but the site is designed specifically with Internet Explorer, the most widely used browser. For many of our Virtual Archive pages, including the search page, an older version is available. The links to these pages are listed under the Choose Your Page heading on the Browser Incompatibility page. These old version can access all of the information the current Virtual Archive version can, except for maps. These old pages are no longer supported, and do not include many of the newer features.

As we learn of other error problems, we try to provide information on a problems page. This can be found at: http://www.vietnam.ttu.edu/virtualarchive/general/problems.htm. Also, please check our Frequently Asked Questions/Knowledge Base section for other solutions.

Step-by-Step Searching - Basic Search

1) Using the pop-up menus on the left column of most of the Vietnam Project webpages, access the maps search page.
2) On the search form, enter information in as few or as many of the search fields as you would like. For example, enter Saigon in the first keyword field.
3) Hit enter on your keyboard, or click "Start Search" in the left column.
4) If necessary, enter more terms in the search fields to narrow the searches down more. Try 1:50000 in the Scale field.
5) Click "Update Hits" in the left column.
6) To view the results of your search, click "Display Search Results" in the left column.
7) On the Browse Results page, you can view the actual map by clicking on the thumbnail.
8) To see more information about the items, click the "More Information" link in the top right of each record.
9) When you are finished with your research, click the "Exit" link in the left column.

Examples of Common Searches

Searching for Maps of Major Vietnamese Cities

To search for a major city in Vietnam, such as Hanoi, enter the city name in the Title / Keyword field. For Saigon, enter Saigon; Ho Chi Minh City to search for both the former and current name.

Title / Keyword:	Saigon; Ho Chi Minh City

Search for a Map of a Small Village

To search for a small village, the best thing to do is to first find the latitude and longitude coordinates for the village:

1) Click on the link for the appropriate country in the top box of the right column.

Find Coordinates
Cambodia (#74)
Laos
N. Vietnam (#79)
S. Vietnam (#58)
S. Vietnam (1971)
Thailand (#97)

2) In the window that opens, click on the link for the pdf that will include the village you are looking for. Villages are listed alphabetically.
3) Read through the pdf until you find the village you are looking for. Make note of the latitude and longitude.

DE LOK TRO	PPL	14 03 N	108 39 E	46544	02
DELOUNE, NUI	MT	11 31 N	108 22 E	46500	01
DE MANG	PPL	14 09 N	108 07 E	46534	03
DE M'DANG	PPL	14 09 N	108 34 E	46544	01
DEN	PPL	10 38 N	107 28 E	46516	01

4) Use your internet browser's Back button to return to the previous page. Then click the "Close Window" link in the left column.

On the search page, enter the latitude and longitude in the appropriate fields. Separate degrees and mins. Do not include the N or E designators. Then hit Enter on your keyboard or the "Start Search" button in the left column. If your search results in any hits, click the "Display Search Results" link to view the results. Please note that we may not have a copy of a map for the area you are searching for, particularly outside of Vietnam. On the other hand, we may have many maps for those coordinates. If this is the case, you may want to limit your search by scale. 1:50000 maps and smaller are very detailed and may suit your purposes.

Records Retrieved: 2	Maps Search	*Hits: 2 Click "Display Search Results" to view records.*
Update Hits	Title / Keyword:	*(view list of map titles)*
Display Search Results	Scale: 1:50000	*(view list of available countries)*
Clear Search Form	Scale: 1:50000	*(view list of map scales)*
Help		
Search the Entire Virtual Archive	Map Num — Degrees 14 Minutes 03 Degrees 108 Minutes 39	
Exit	Coordinates: Degrees 14 Minutes 03 Degrees 108 Minutes 39	

Search for a Town or Village You Don't Know the Name Of (Vietnam Only)

If you do not know the name of a town or village, but you have an idea of where in Vietnam it was located, you can use our graphical navigation feature to search for your map:

1) In the "View the Country" block of the right column, click on the appropriate part of the country. This will open a new window with the map of the provinces as they appeared during the war.

2) If necessary, click the "Show/Hide 1:250000 Map Overlay" link in the left column to overlay geographic feature maps over the provinces. (See "View the Country" Links section of this tutorial for more information)

3) Click on the part of the map you believe the area you are looking for is located it. This takes you to a page of 1:50000 maps for that province.

4) Click on the part of the province map that you believe has the area you are looking for. This returns you to the main window, opening the More Information report for that 1:50000 map.

5) Click on the thumbnail to open a bigger version of the map, or use one of the links in the Download Version section.

6) If this is not the correct map, but is close, use the navigational links around the thumbnail to move in the direction you believe the area you are looking for may be located. (See More Information section of this tutorial for more information about this)

Glossary

Keyword: A single term or short phrase that appears in a database index identifying a record.

VVA: Acronym for the Virtual Vietnam Archive.

Footer: A common group of links that appears at the bottom of multiple pages of a website.

Field: A box on a search page where users can type information, such as keywords, to be searched for.

Boolean: In database searches, a short word used to combine search terms. Common Boolean Terms are And, Or, and Not.

Collection: A grouping of materials created or donated to the Vietnam Archive by the same person or organization

Item #: A unique identifier assigned to all materials within the Virtual Vietnam Archive

ISP: Acronym for Internet Service Provider

AMS: Acronym for US Army Map Service. The US AMS produced a large number of 1:50000 maps in the Vietnam Archive Map Collections.