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HELP FILE: LOOK AT ENTRY

A. Data on Entry into Government Service

1. Overview

Entry describes how an individual enters government. (CBDB also has begun to track categories like monks' ordinations, but there is very little data.). Because different routes of entry entail different types of information, the instance of an **Entry** event for an individual is complex. If a person enters government through the examination system, for example, we would like to know the type of examination and the date of the degree. (CBDB also tracks failed examinations.) If, in contrast, one enters government through the merit of someone else, the person, and the relationship to the person should also be recorded, if known. Thus if Zhang Weisan entered office through *yin* protection privilege deriving from his uncle Zhang Jingyi, the entry would be:

Person: [ID of] Zhang Weisan Mode of Entry: [code for] *yin*

Entry relation type: [code for] Uncle Entry relation: [ID of] Zhang Jingyi

It is also possible that one can enter office through the *yin* privilege of a non-kin associate or through some other form of intervention by an associate. For example, Hu Yuan 胡瑗 entered service in 1035 through the recommendation of Fan Zhongyan 范仲淹. Thus the "entry event" needs to record the non-kinship relationships.

2. Structure of an Entry Record

While **Entry** itself is a simple entity—just a name, a type, and a subtype—the **Entry** event has many attributes, only some of which are relevant to any particular instance:

Person ID

Age on Entry

Sometimes we know only a person's age on entering government service without knowing either the year of entry or the person's birth year.

Entry code

Entry sequence

Because some modes of entering government were more prestigious than others and gave an individual a faster route to high office, some people used several different routes into office. Some people, for example, first entered government through *yin* privilege and then passed the *jinshi* 進士 examination. Others passed the *jinshi* but then went on to pass a more prestigious decree examination like the *xianliang fangzheng* 賢良方正 or *boxue hongcai* 博學宏才. CBDB tracks these

through the **sequence** attribute because sometimes we know the sequence of events but do not know the specific years.

Entry year (both Western and *nianhao* 年號 + year (if known))

Kinship relationship code

Kin's person ID

Associate relationship code (for non-kin)

Entry associate ID (person ID for the non-kin)

Entry test ranking

Entry Examination field

Entry Examination attempt count

We sometimes know how many attempts it took a person to finally pass the entrance examination

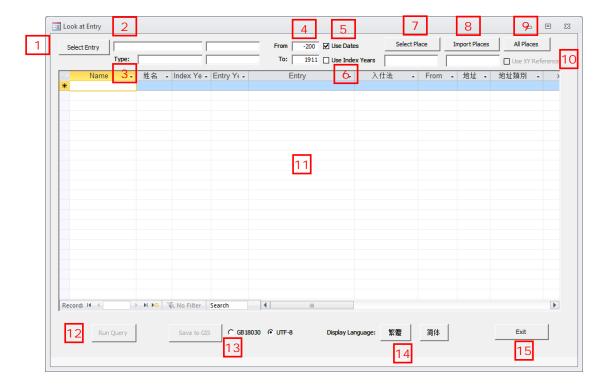
Entry Institution

In the Yuan dynasty, Confucian teachers at academies were promoted into the bureaucracy. In the Ming, students at academies could attain eligibility through their academy. CBDB records the institutional data for these events.

Status of Parents on Entry

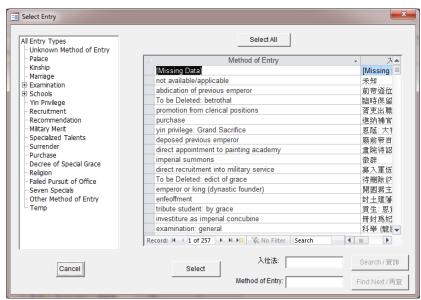
The records for the examinations during the Ming dynasty preserve information about whether the successful candidate's parents were alive at the time of the test. At present, we are recording this information as part of the Entry record.

B. The Interface

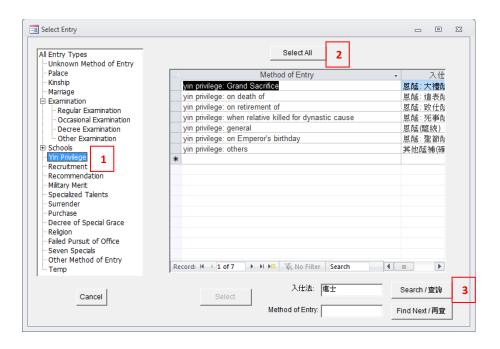


1. Select Entry Command Button

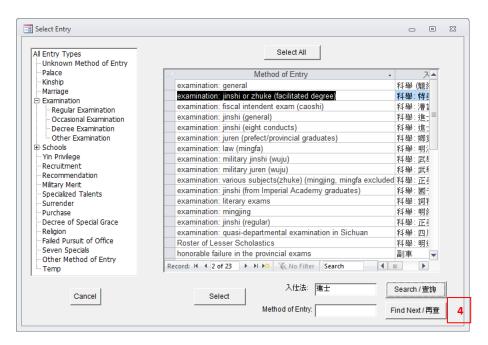
Click on **Select Entry** to open the "Select Entry" form. Since there are many different ways to attain eligibility for office that can be grouped into larger categories, CBDB uses a collapsible tree to organize and simplify the selection process:



One can narrow the choices by looking at a particular general type of entry (1):

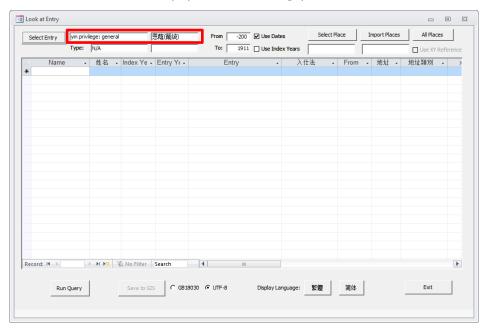


One can either select a method of entry within the general type or select all the listed methods (2). One also can search for a specific method (3). The searching rules for CBDB are to first look for the search phrase at the beginning of the text and then look within the text. If CBDB finds the search, it allows you to search for the next instance of the phrase (4), if the first is not what you seek:



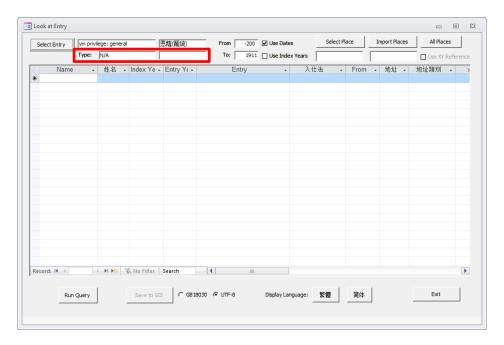
2. Selected Entry

Once you have selected a method of entry, that method will appear in the text box in both Chinese and in an English translation. (Note: you must use the **Select Entry** command button to choose the method of entry; you cannot simply write a method into this text box.)



3. Selected Entry Type

If you have selected one specific method of entry, the term "N/A," for "Not Applicable" will appear in this box. If you have selected all the methods found in a branch of the tree of methods of entry, that category of methods of entry will appear in this pair of text boxes (one Chinese, one English):



4. Year Limits

Most of the time, you probably will want to impose limits on your search for data on entering government service. This pair of text boxes allows you to set the first year and last year for the search. However, you should be aware that using beginning and end years creates some problems that the **Use Dates** and **Use Index Years** checkboxes are designed to help address.

5. Use Dates Checkbox

One problem with using dates to explore how people entered government service is that we often know *how* someone entered service but do not know *when*. All records without dates are necessarily excluded from searches that require dates.

The default is to use dates. Unchecking the **Use Dates** checkbox will allow you to see all of those records for the method of entry you have chosen.

6. Use Index Years Checkbox

Using the date of entrance has its limits because, as already noted, we sometimes do not know the year. However, not using dates at all may produce too many results. Another approach that CBDB provides is to use the *index years* of the individuals to limit the search. For example, when looking for individuals from Kaifeng county who entered service through *yin* privilege between 900 and 1100, if one uses the *year of entry*, one discovers 11 people, but if one uses the *index year*, the number jumps to 104.

The default is to use the year of entrance. Checking (clicking on) the **Use Index Years** checkbox will allow you to switch to index years.

7. Select Place Command Button

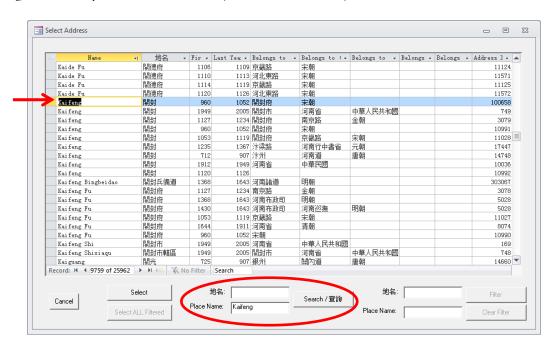
Sometimes you will want to look at methods of entry restricted to a particular region. There are two different ways to restrict the search by region. First is to click on the **Select Place** command button, and the other is to import a list of addresses (see below). When you click on **Select Place**, a new form will open:

The form to select addresses allows you search by place name in either Pinyin or Chinese, but it looks for matches only at the *beginning* of place names (not inside). Note that when one selects an address, CBDB automatically includes all of the addresses that are *under the jurisdiction* of that place. For Kaifeng Superior Prefecture 開封府 (1053–1119, address code 11027), for example, these places include

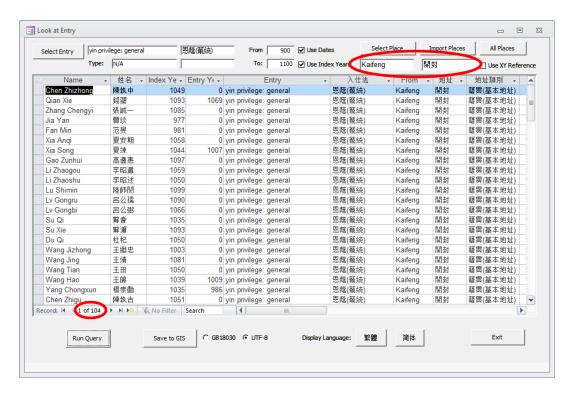
ID	Name	地名	Type	First Year	Last Year	x coord	y coord
100466	Baima	白馬	Xian	960	1126	114.543465	35.564453
100656	Changyuan	長垣	Xian	960	1126	114.622286	35.147162
100659	Chenliu	陳留	Xian	960	1126	114.524528	34.673195
100667	Dongming	東明	Xian	963	1126	114.859356	34.92438
100663	Fengqiu	封丘	Xian	960	1126	114.40882874	35.039676666
100666	Fugou	扶溝	Xian	960	1126	114.381271	34.060081
100494	Guancheng	管城	Xian	960	1126	113.641312	34.758076
100658	Kaifeng	開封	Xian	960	1126	114.34333	34.785477
100508	Kaocheng	考城	Xian	1053	1123	115.193667	34.681436

ID	Name	地名	Type	First Year	Last Year	x coord	y coord
100671	Suanzao	酸棗	Xian	960	1126	114.097192	35.164454
100107	Taikang	太康	Xian	960	1123	114.856377	34.063873
100628	Weicheng	韋城	Xian	960	1126	114.77003	35.418397
100664	Weishi	尉氏	Xian	960	1279	114.18077087	34.413452148
100669	Xiangfu	祥符	Xian	1009	1126	114.34333	34.785477
100550	Xiangyi	襄邑	Xian	1053	1126	115.065971	34.430504
100662	Xianping	咸平	Xian	1002	1126	114.459076	34.475006
100220	Xinzheng	新鄭	Xian	960	1126	113.719086	34.397324
100672	Yangwu	陽武	Xian	960	1126	113.962967	35.051949
100665	Yanjin	延津	Xian	1117	1126	114.097192	35.164454
100670	Yanling	鄢陵	Xian	960	1126	114.195343	34.107433
11032	Yongqiu	雍邱	Xian	1053	1119	114.76066	34.49547
100660	Yongqiu	雍丘	Xian	960	1126	114.7837	34.5527
100661	Zhongmou	中牟	Xian	960	1126	114.058685	34.731582
100225	Zuocheng	昨城	Xian	960	1126	114.3515	35.24676

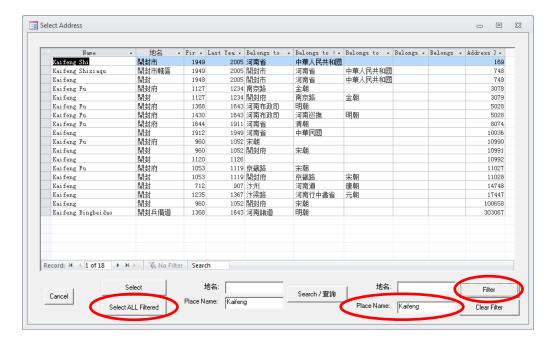
Also note how many addresses there are for Kaifeng. Some are for Kaifeng as a county, while others are for Kaifeng as a superior prefecture. If one wanted to look at entrance through *yin* privilege from 900 to 1100, to provide an example, you might want to pick an address code for Kaifeng as a county from 960 to 1052 (Address ID 10992).



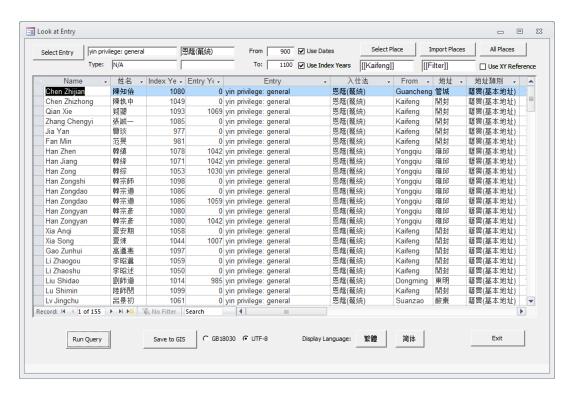
Using the single address for Kaifeng from 960 to 1052 produces 104 people. The linking of people to place that CBDB uses is a set of relationships in descending order of importance: (1) the person's index-place (籍買), (2) Actual Residence, (3) Last Known Address, (4) Moved to, (5) Eight Banner address (Qing dynasty), (6) Alternate basic affiliation.



If one wishes to look at Kaifeng more broadly, return to the **Select Address** form and enter "Kaifeng" into the Filter "Place Name" box (or 開封 into 地名) and then click the **Filter** command button. This gives a list of all places that begin with the word "Kaifeng." (Using the Chinese, here 開封, is better to avoid the possibility of homonyms.) Then click the **Select ALL Filtered** command button:



This will return you to the main LookAtEntry form, with all the Kaifeng codes selected:



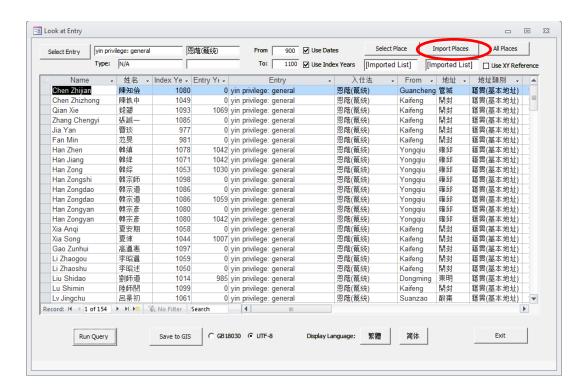
The **Place** text fields will show the filter term in a pair of square brackets, here "[[Kaifeng]]." Running the query now produces 155 records for people from Kaifeng whose index years were between 900 and 1100 and who entered government service through the *yin* privilege.

8. Import Place Command Button

If you wish to limit the number of codes for Kaifeng even further, you can select all the filtered records in the **Select Address** form, paste the records into a new **text file**, delete the records you do not want, and *move the Address IDs to the first item* on each remaining line. When CBDB reads the list, it looks for just those initial numbers and ignores everything else:



Now click on the Import Places button in the LookAtEntry form, select the file, and run the query. (CBDB gives a warning when it reads the list of IDs and finds an invalid ID.)



This approach produces the result one expected. Note that the table includes people from Yongqiu 雍邱 and Dongming 東明: these are administrative units subordinate to Kaifeng and thus automatically included in the search. (One can save the text files of address code to reuse them in other searches.)

9. All Places Command Button

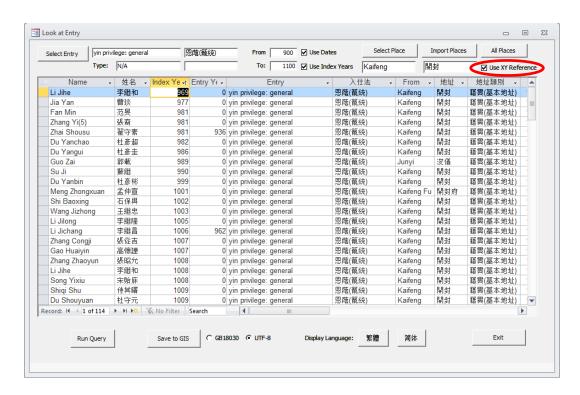
If one wishes to remove the constraint of selecting by place, one simply clicks on the **All Places** command button.

10. Use XY References Checkbox

The history of administrative units in China is very complex. Units change names and sizes, and each time they do, CBDB assigns a new address ID. The user cannot be expected to be fully aware of the history of each administrative unit. Therefore CBDB provides one additional option in searching by place, called **Use XY References**.

In CBDB, each administrative unit like a prefecture or a county is assigned a pair of longitude-latitude reference coordinates. In some cases at present, these coordinates are for the centroid of the polyhedron that defines the boundaries of the unit. But because CBDB is shifting away from relying on such polyhedrons (because in many instances we do not have accurate enough data), in many other cases, CBDB uses the reference coordinates of the city that is the administrative center for the unit.

CBDB allows the user to search using the coordinates assigned for the selected units so that all units whose coordinates are within 0.03 degrees in longitude and latitude (which corresponds to a bit more than two kilometers) from the selected units also will be included in the search. Thus one can specify a Tang dynasty code for Kaifeng county (ID 14748), for example, and search for people throughout the rest of Chinese history:



Using the Tang dynasty code for the county, with **Use XY References** enabled, produces 114 names. Note that Kaifeng superior prefecture shares coordinates with the county, as does Junyi 浚儀, which was the name of the county from 960 to 1008.

11. Table of Results

(a) The Structure of the Table

The table the query produces has 21 columns:

Name (Pinyin)

Name (Chinese)

Index Year

Entry Year

Description of Entry (English)

Description of Entry (Chinese)

Place of Reference (Pinyin)

CBDB looks for the person's index place (籍貫), but if it is not recorded, it uses a descending set of additional codes in the BIOG_ADDR_DATA table:

- (1) Actual Residence
- (2) Last Known Address
- (3) Moved to
- (4) Eight Banner address (Qing dynasty)
- (5) Alternate basic affiliation

Place of Reference (Chinese)
Type of Place Relationship
X-coordinate of place of origin
Y-coordinate of place of origin
Count of XY coordinates

One of the six possibilities listed above At present CBDB uses some centroids to define locations and some administrative seats CBDB calculates how many people in the table share the same place of reference Exam Rank Given, if known. It obviously is irrelevant for people

who enter through yin privilege.

Kinship Relation Yin privilege allows a person to become eligible for

service based on the merit of a relative. If CBDB

knows who that relative was and what the relationship was, the table gives this information

Kin Name (Pinyin) Kin Name (Chinese)

Associate Name (Pinyin) If entry is mediated by an associate

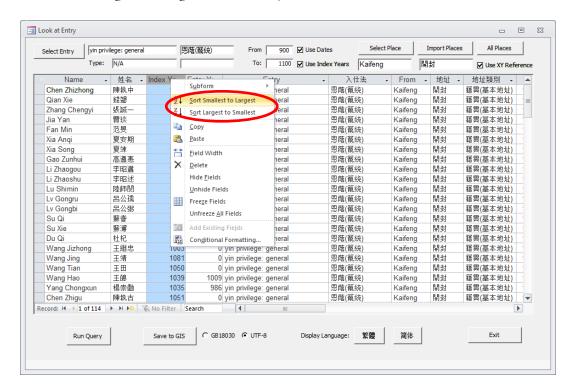
Associate Name (Chinese)

Association

Parental Status (English) Whether parents are alive at time of entry, if known Parental Status (Chinese)

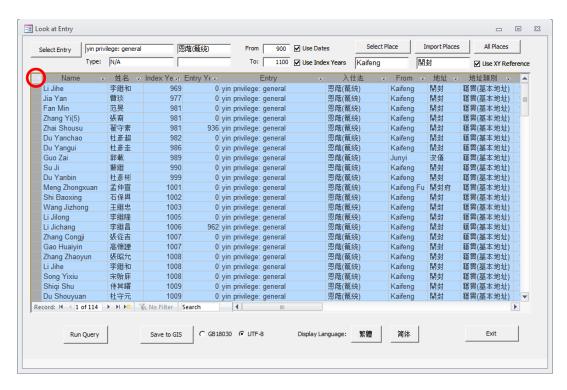
(b) Sorting the Table

One can **sort** the table using any of these columns. "Index Year" may be useful. *Left-Click* on the column name to select the column and then *Right-Click* to choose the sorting option (either smallest to largest or largest to smallest):



(c) Exporting the Search Results

If one wishes to export the results of a search, one can click on the square in the upper left-hand corner of the table to select all the records in the table. One can then copy the table in the usual manner (**Ctrl-c**), open **Excel** (or any other compatible *spreadsheet* software) or create a new *text* file and open it with **Notepad** (or any preferred software) and paste the results (**Ctrl-v**).



12. Run Query Command Button

One must select a mode of entry in order to enable the **Run Query** button. Once one has selected all the parameters for the search, clicking on **Run Query** will produce the results. Note that using the **XY Reference** option slows down the search.

13. Save to GIS Command Button

Data on method of entry have a geographic component and may reveal significant geographic patterns of distribution that shift over time. In order to allow the user to explore this geographic component, CBDB exports the GIS (Geographic Information Systems) data to a commonly used file format (tab-delimited text) that can be imported into such programs as ArcGIS and QGIS.

Depending on whether the user is in a Chinese Windows environment or an English will determine whether to use GB18030 (Chinese) or UTF-8 (English) encoding for the Chinese characters. When **LookAtEntry** saves the file, the record for each person includes the following fields:

Name (Pinyin and Chinese)

Index Year

Mode of Entry (English and Chinese)

Entry Year

Entry Rank

Kinship Relation

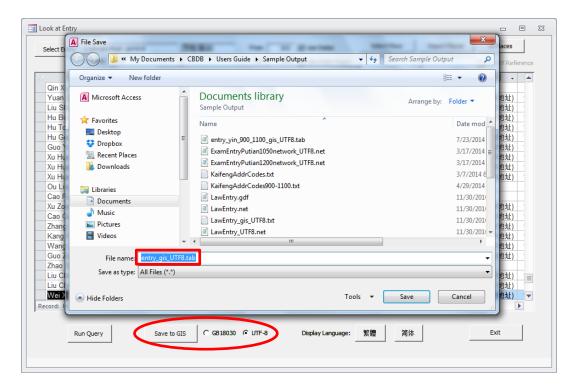
Kin Name (Pinyin and Chinese)

Place Name (Pinyin and Chinese)

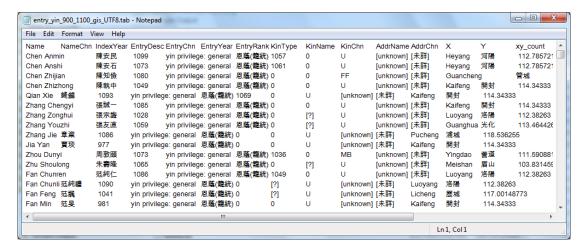
XY coordinates

XY count (the number of people in the table who share the same coordinates)

To save the data to a GIS file, select the appropriate encoding and click on **Save to GIS**. This will open a standard Windows "Save-to" window. Note that the default extension is ".tab" and if the user gives the file a different extension, CBDB will automatically append ".tab" to the file name.



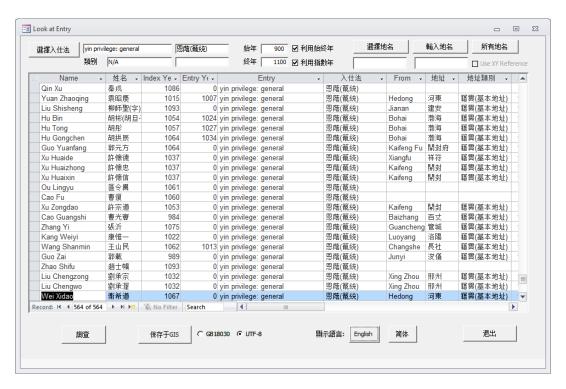
The file CBDB generates will look like:



14. Display Language Command Buttons

Note that all of the forms have the option to switch the display labels among English, traditional or simplified Chinese. When one click on the "繁體" command button, all the form labels switch to traditional Chinese text (except those that are parts of bilingual pair, like

"Name" and "姓名" in the table of results), and the button gives one the option to return to English:



15 Exit Command Button

Use this command button to exit the form, or simple click on the \boxtimes box in the upper right-hand corner of the form, in the usual Windows manner.