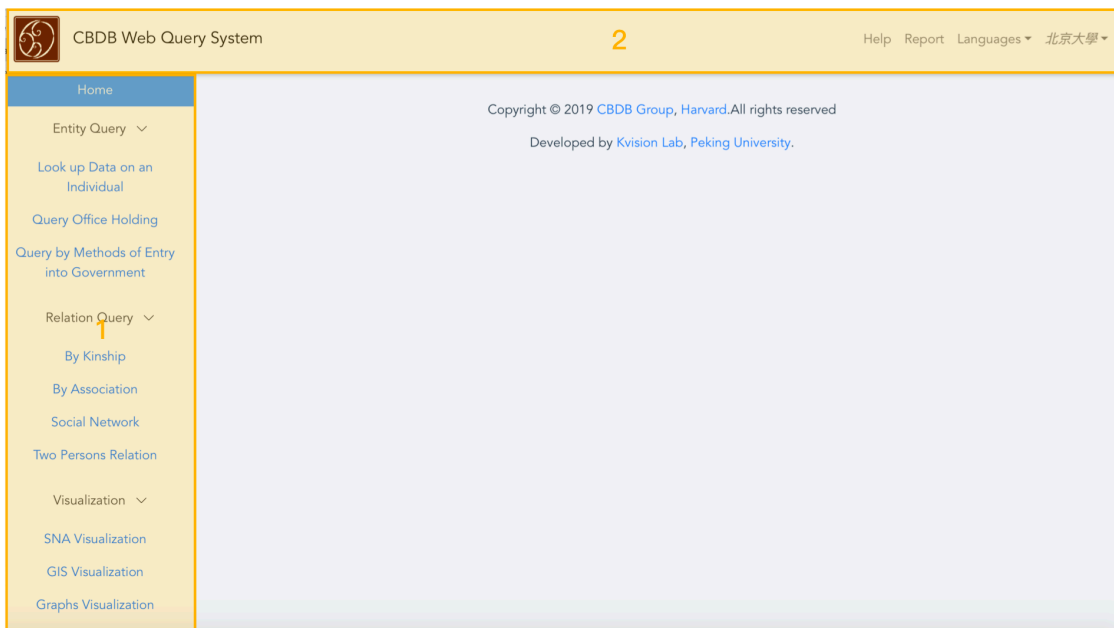



# I Basic Interface



## 1. Left Navigation Bar

Clicking on the links (in blue) in left navigation bar will direct to corresponding pages, which will be introduced in the following. Clicking the arrow button  allows you to expand/ collapse each link list.

## 2. Top Navigation Bar

### 2.1 Help

Clicking this link will open the [guide page \(under developing\)](#) and get introductions about how to use this system.

### 2.2 Report

This link allows you to report problems with the site. Clicking this page will open the [error reporting page \(under developing\)](#)

### 2.3 Languages

This button allows you to switch language of the system. Languages supported hitherto: Chinese (traditional & simplified), English.

### 2.4 User

This item allows you to log up, log in, view [personal information page \(under developing\)](#) and log out.

The Navigation pane also allows you to report problems with the program. If you click on “Report an Error,” the program brings you to a Google form:

## II Look up Data on an Individual

Look up Data on an Individual

Query Input

Required Input

Person

Person ID: Chinese Person Name: English Person Name: Select

Go

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Developed by Kvision Lab, Peking University.

Select People from Database

Name  Select

ID	Name	姓名	Index Year
----	------	----	------------

Cancel Select

Select People from Database

Name  Go

ID	Name	姓名	Index Year
30164	Zhu Youxiao	朱由校	1627

Cancel Select

Person

Person ID: 30164 Chinese Person Name: 朱由校 English Person Name: Zhu Youxiao Select

Select

1. Click the “select” button on the right.
2. A pop-up will be opened. One can search a person by his English (pinyin) name or (traditional) Chinese name, like “Zhu Youxiao” or “朱由校” in the left of the pop-up. Results will be shown on the form in the right of the pop-up.
3. One can (and can only) choose one result from the form and confirm the operation by clicking the “select” button and return to the query interface.
4. Basic information such as ID, Chinese name and English name will be shown on the panel. Clicking the blue button to get detail information of that person.

Results Show

[30164] Zhu Youxiao 朱由校

[Basic Information](#)
[Alt.Name](#)
[Birth Death Years](#)
[Address](#)
[Writings](#)
[Postings](#)
[Entry](#)
[Kinship](#)

[Associations](#)
[Status](#)

Surname(Chinese): 朱 (Pinyin): Zhu Name(Chinese): 由校 (Pinyin): Youxiao  
Person ID: 30164 Gender: Male Index Year: 1627  
Notes:  
Zhu(1) Youxiao [30164] Xizong or the Tianqi Emperor. See Documentation for Zhu(1) Yuanzhang [30149].

### III Query Office Holding

Required Input

Office

\*\*All\*\*
[View selected 0](#)

Alternative Input

☐ OfficePlace

☐ PersonPlace

☐ Date(Index Year)

☒ Use XY Coordinate

知州

Find

Clear Table

Office Name

3 唐朝

帝后制度類

東官官及王府官類

秘書省類

三省類

御史臺類

官职类目表

唐朝

帝后制度類

4 東官官及王府官類

秘書省類

三省類

御史臺類

Clear Table

Cancel Selected

Select All

Office Name	官名
Supervisor (Hucker)	提舉
Investigations Office of the State Finance Commission	三司推勘院
Comptroller	催欠司
General Comptroller's Office of the State Finance Commission (Hucker)	三司都勾院
General Deficits Monitoring Office of the State Finance Commission (Hucker)	三司都理欠司
General Accounting Office of the State Finance Commission (Hucker)	三司都磨勘司
Recorder of the Directorate of Waterways (Hucker)	都水監主簿
Institute of General Accounts	三司度支勾院

Cancel

5 Select

1. To select office(s) that one wants to search with, click the “select” button on the right.
2. One can find office(s) directly by searching for particular term. The result will be shown on the form in the right.

3. Or one can find office(s) by selecting from the office categories tree. Just like the system based on Access, the “Select Office” form displays a tree of office categories. The “Bureaucratic Structure” on the bottom left shows the organizational hierarchy organized by dynasty. One can view—and select—the offices at any level of structure. To expand/collapse the tree of office categories, click the arrow button on the left of each category.
4. To get all offices under a category, one can click the link of that category and the result will be shown on the form in the right.
5. One then can select ANY of the records for offices in the form. They can also select all of the records by clicking on “Select All” and confirm the operation by clicking the blue “select” button and return to the query interface. Office(s) selected will be added to the query.

## Required Input

Office

催欠司 及另外4個官職

View selected
6
3

**View Selected**
✕

Office Name	官名
Comptroller	催欠司
General Accounting Office of the State Finance Commission (Hucker)	三司都磨勘司
General Comptroller's Office of the State Finance Commission (Hucker)	三司都勾院
General Deficits Monitoring Office of the State Finance Commission (Hucker)	三司都理欠司
Recorder of the Directorate of Waterways (Hucker)	都水監主簿

## Alternative Input

☒ OfficePlace

\*\*All\*\*

View selected
0

Select
8

☐ PersonPlace

☐ Date(Index Year)

☒ Use XY Coordinate

Place Name

廣西

From

To

Find

Select Places Belonging To

Clear Table

ID	Place Name	地名	First Year	Last Year	Belongs To	属于
----	------------	----	------------	-----------	------------	----

Cancel

Select

Place Name

廣西

From

To

Find

Select Places Belonging To

Clear Table

Cancel Selected

ID	Place Name	地名	First Year	Last Year	Belongs To	属于
10002		廣西省諸道區	1913	1913		廣西省諸道區

Clear Table

Cancel Selected

Select All

ID	Place Name	地名	First Year	Last Year	Belongs To	属于
10002		鬱江道	1913	1913		廣西省諸道區
10004		蒼梧道	1914	1926		廣西省諸道區
10005		邕南道	1913	1913		廣西省諸道區
10007		南寧道	1914	1926		廣西省諸道區
10009		鎮南道	1913	1926		廣西省諸道區
10010		田南道	1913	1926		廣西省諸道區

Cancel

Select

Alternative Input

☒ OfficePlace

鬱江道 及另外3個地點

View selected

12

4

Select

Import

The screenshot shows a web interface titled "PersonPlace". At the top left, there is a toggle switch labeled "PersonPlace" which is currently turned on. Below this, there is a search bar containing the text "\*\*All\*\*". To the right of the search bar is a button labeled "View selected" with a small blue square icon. Further right, there is a button labeled "Select" with a blue square icon, and next to it is a button labeled "Import". Below the search bar, there is a toggle switch labeled "Date(Incex Year)" which is currently turned off. Below this, there is a checkbox labeled "Use XY Coordinate" which is checked. At the bottom center, there is a large blue button with a white square icon.

6. One can view office(s) selected by clicking the “view selected” button.
7. One can also drop office(s) that no longer needed in the “view selected” interface, if necessary .
8. There are also some alternative query conditions like office places. This is useful for one wishes to look at people who held office at a particular place or places. One can select single place or plural places, or import a list of address IDs (under developing). To select place(s), click the “select” button
9. One can find a place directly by searching for particular term. The result will be shown on the form in the right, like “廣西”.
10. One can also find all places belonging to a selected place.
11. One then can select ANY of the records for offices in the form. They can also select all of the records by clicking on “Select All” and confirm the operation by clicking the blue “select” button and return to the query interface. Place(s) selected will be added to the query.
12. One view place(s) selected by clicking the “view selected” button and drop place(s) that no longer needed in the “view selected” interface, just like what was mentioned above.
13. One can also look at people who are from particular place or places by selecting places from Person Place.
14. And one can also use the index year of people as a query condition.
15. Clicking the blue button to run query.

## IV Query by Methods of Entry into Government

1. To select entry method(s) that one wants to search with, click the “select” button on the right.
2. One can find entry method(s) directly by searching for particular term. The result will be shown on the form in the right.
3. Or one can find office(s) by selecting from the entry method categories tree. The operation is the same as the one in III. Query Office Holding

Query by Methods of Entry into Government

Query Input

Required Input

Entry

View selected 0 Select 1

Alternative Input

☐ PersonPlace

☐ Date

☒ Use XY Coordinate

Select Entry from Database

Entry Name

Clear Table

ID	Method of Entry	入仕法

入仕途径类目表

- 未知入仕途径
- 宫廷门
- 血亲门
- 姻亲门
- ▶ 科举 3
- ▶ 学校门

Cancel Select

4. One can also look at people who are from particular place or places by selecting places from Person Place.



Query Input

Required Input

Entry

進納補官 及另外2種入仕途徑

View selected 3

Select

Alternative Input

☒ PersonPlace

Household addr. only

Entry location addr. only

Household & Entry location addr.

\*\*All\*\*

View selected 0

Select

Import