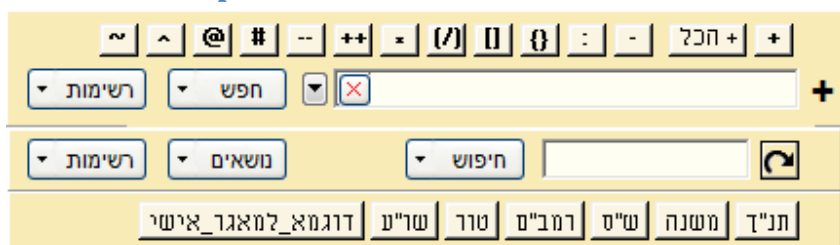


## What's New in Version 10.0

### New Search Options



### "Chaser" and "Yeter" Spelling Variations

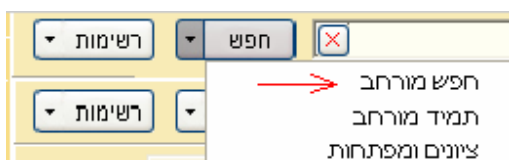
Add the @ symbol before the search term to automatically search for variations of the words that either include additional vav or yud letters, or omit the vav and yud letters. (ktiv malei and ktiv chaser)

### Abbreviation/Expansion and Interchangeable Words

Add the ^ symbol before the search term to search for the common abbreviations (or expansions) of the search term within the text. For example, when searching for the word **אע"פ** the program will search for both the abbreviation entered as well as its expansion **אף על פי**. When the term **אף על פי** is entered as a search term, the program will search for the term as well as its abbreviation **אע"פ**.

Similarly, the program searches for pre-defined interchangeable words. For example, searching for the term **חשמל** will search for **עלעקטרי** as well, and searching for the term **יהודה** will search for **יהודא** as well.

These two search options are accessed in the program as **חיפוש מורחב** (Broad Search). To perform a broad search without using the @ or ^ symbols as described above, click the side-button arrow on the **חפש** button and select the **חיפוש מורחב** option.



### Synonyms

Search for synonyms of the search term by adding the ~ symbol before the search term. This option is very similar to the Interchangeable Words option, but is used for words that are further removed in meaning, such as: עני, אביון, רש, מסכן, דל, etc. This option is NOT automatically included in the Broad Search. These words can also be added and edited as per the user's needs. (see below for instructions)

### Search within Specific Book(s)

To search within a specific book, or a specific group of books, type the name of the book, followed by a colon (:), followed by the search term. For example: **פני יהושע:אין אדם משים עצמו רשע**. It is not necessary to type the name of the book in its entirety, part of the name is usually sufficient. For example, if you enter **תלמוד בבלי קידושין:קנין משיכה**, the program will search only through **מסכת קידושין** for the search term.

### Search within Books of Specific Author

To search for a search term within the books of a specific author, type =, the name of the author, followed by a colon and then the search term. For example: **=משה פיינשטיין: אמירה לעכו"ם** . The search engine will search only within the books authored by HaRav Moshe Feinstein זצ"ל.

### Search within Specific Subject

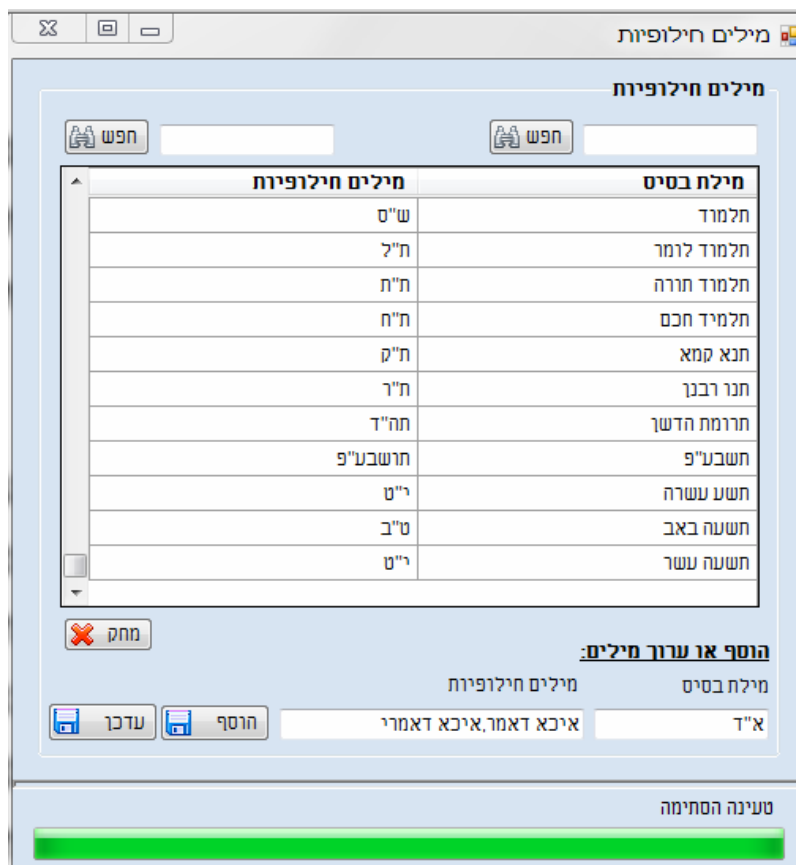
To search within a specific subject (from the list of subjects defined by Otzar HaHochma), enter =נושא=, followed by the name of the subject, or a word from the name of the subject. For example: **נושא=הלכה:נרות חנוכה** will search for the term חנוכה only in the books that are listed within the subject "הלכה ומנהג".

### Search within Specific Archive

To search within a specific active archive, type =מאגר= before the search term. For example, **מאגר=ראשונים:שמן זית חנוכה** will search for the search term חנוכה only within the books included in the archive "ראשונים וקדמונים".

## How to Define Abbreviations and Interchangeable Words

To add to or edit the list of abbreviations/expansions and interchangeable words used by the search engine for a Broad Search, click on **תוספים** on the menu bar at the top of the program window, and select the **הגדר ראשי תיבות** and **ומילים זהות** menu option. The following dialog box will open:



In the lower part of the dialog, under the heading **הוסף או ערוך מילים:**, type the root word (מילת בסיס) with its corresponding expansion or interchangeable phrase (מילים חילופיות). If there is more than one word or phrase, separate each term with a comma (,) without spaces. For example: **א"א** has the following exchanges entered: **אשת איש, איש, אי אפשר, אי אפשר, אי אפשר, אי אפשר, אי אפשר**. Click the **הוסף** button to save your changes.

NOTE: The program automatically builds opposite definitions between the root words and their exchanges. Where the list includes the entry in the above example, the program will automatically add the following definitions to the list:

אשת איש – א"א  
אי אפשר – א"א  
אי אפשי – א"א  
אי אמרת – א"א

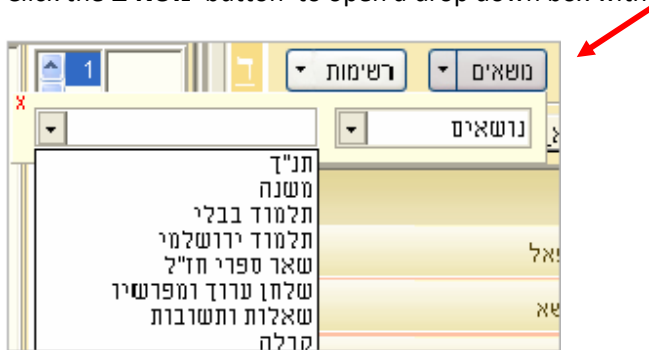
Keep in mind that the interchangeable words for a certain root word do not automatically exchange for one another, such as **אשת איש – אי אפשר** to prevent errors such as **אשת איש – אי אפשר** from occurring in the definitions list. To add some of these exchanges to your list, click the **עדכן** button to select the definitions that you would like to have added to the list.

## How to Define Synonyms

To define the list of synonyms that is used by the search engine, click on **תוספים** on the menu bar at the top of the program window, and select the **הגדר מילים נרדפות** menu option. A dialog box similar to the dialog described above will open. Enter root words and their synonyms as described above.

## The New Subject Listing in the Main Window

Click the **נושאים** button to open a drop down box with the list of subjects:



Choose subjects and sub-subjects, just as you would have in past versions of Otzar HaHochma, with the exception of multiple selections. If you wish to select multiple subjects or sub-subjects, you will need to use the **נושאים** tab on the upper far left of the main window.

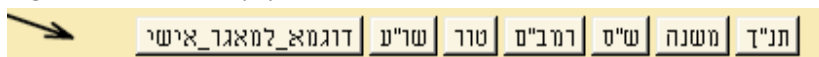
Click the side-button arrow on the **נושאים** button for additional options of **ש"ע** and **פרשיות התורה**, **מסכתות הש"ס**, and **ש"ע**. Clicking on any of these will open drop down boxes with further options to narrow your subject.

NOTE: A recent addition to this list of specialized subjects is **ספרי הרמב"ם**. We have not yet completed the work for this subject. It includes most, but not yet all of the books in Otzar HaHochma.

## Quick Access – Personal Listing

You can add buttons for your personal listings to the Quick Access bar. This is helpful for the books that you access the most often.

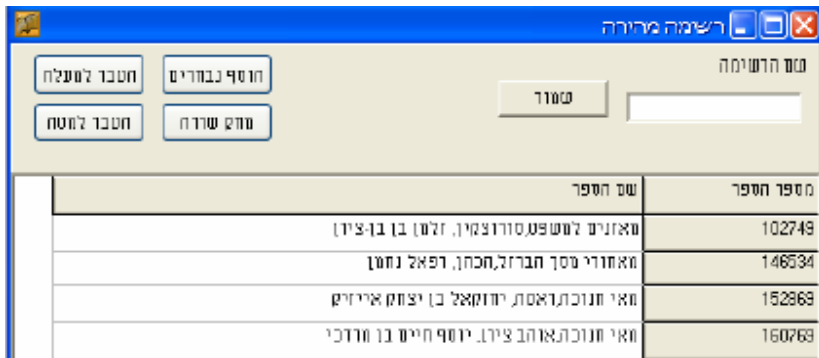
1. Select from the main library listing on the right side of the main window the book or books that you would like to add to the archive by clicking the checkbox to the right of the book title.
2. Right-click on an empty area (without a button) in the Quick Access bar.



3. Select "הוסף חדש מנבחרים" from the popup menu:



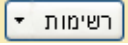
4. The following Quick List screen will appear with the list of the selected books:



You can change (lengthen or shorten) the names of the books listed, delete or move a row within the listing by using the buttons at the top of the screen.

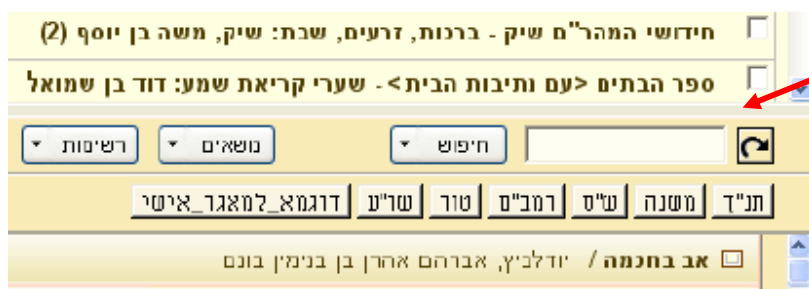
5. You can add new books to an existing list by selecting the books from the main library listing in the main window screen, and then click on the **הוסף נבחרים** button in this Quick List screen.
6. Name the list in the text box in the upper right hand of the Quick List screen and click the **שמור** button. Close the screen.
7. Your new button will now appear on the Quick Access bar. Clicking on your button will pop up the list of books that you added to the listing. Select one of them for quick access.
8. You can change or edit the list of books at any time, or delete the button entirely, by right-clicking on the button.

## The New List Buttons

The new **רשימות** buttons  (one next to each search text box) are a replacement for the tabs in the older versions of Otzar HaHochma. Click on the button for a list of the possible library listing views that were created over the course of your work with the program. If you prefer the old tabs, click on the side-button menu on the right side of the button and select **רשימות טאבים**.

## How to Enlarge the Search Results Listing Pane

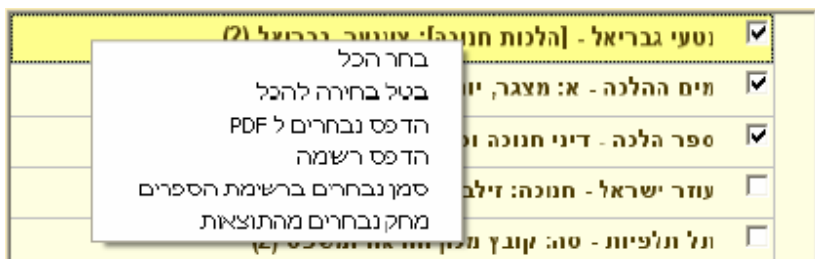
Enlarge the Search Results listing pane to be able to see more of the search results listed by dragging the gray separator bar between the Search Results pane and the main library listing pane:



Hover your mouse on the gray separator bar between the two listing panes until the pointer changes shape. Click and drag the mouse downwards.

## More Options in the Search Results Listing

In version 10.0 we have added the ability to select books from the search results listing by clicking the checkbox to the right of the book title. Once books are selected, right-click for the following options in the popup menu:



1. Select all
2. De-select all
3. Print selection to PDF
4. Select the selected books in the main library listing. This allows you to then add them to an archive, or quick access listing, hide them, or any other action allowed in the main library listing.
5. Delete selection from search results. This is helpful to clean the search results listing from irrelevant entries.

## Hiding the Tool Bar



The toolbar that is in the topmost part of the program screen can be hidden by pressing CTRL + F11, or by selecting the **הסתר סרגל < תצוגה** menu option from the menu bar. This is helpful for users with small computers/notebooks. You can set this as the program default by selecting **הסתר סרגל עליון < אפשרויות < כלים** from the menu bar.

## Annotations

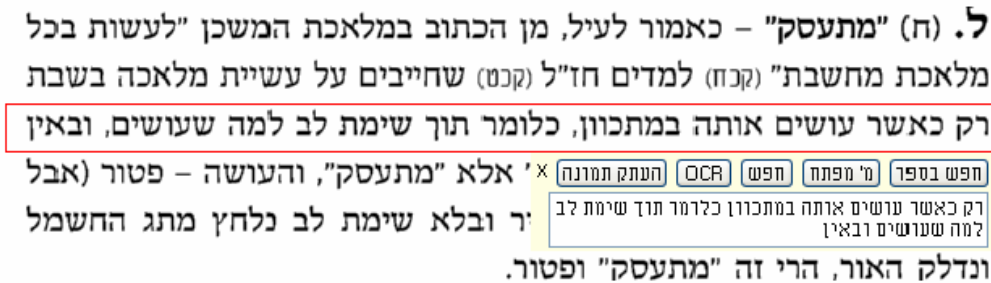
In version 10.0 we have added annotations to about 15,000 books. Besides for the ease in orientation and quicker access to the book's content, there is another important feature that many users are not aware of or use: Annotation Search.

For example: if you want to search the book **שדי חמד** for the topic of **ערך חנוכה**, all you need to do is type in the search box: **שדי חמד חנוכה**, and click on the **צינונים ומילות מפתח** option of the side-button menu of the **חיפוש** button. The book **שדי חמד** will open directly to the section **ערך חנוכה**, without having to scroll through the book, and without having to do another search.

Likewise, searching for **א קידושין לא א** with the **צינונים ומילות מפתח** option will open the **ספר הריטב"א** to **א קידושין לא א**. Similarly searching for **אה"ע סימן קיא** will open the book directly to the place you want, without further effort.


## New Options in the Book Screen

Select a passage from the text (by clicking and dragging with the mouse) to automatically decode the selected text. The decoded text will appear with a row of buttons:



1. The **חפש בספר** button will search for the decoded text within the content of the current book.
2. The **מ' מפתח** (מילות) button will save the decoded text in the **מילות מפתח** (keywords) table. The keywords in this table are included in searches with the **מילות מפתח ומיונים** option. You can edit the decoded text, and include other keywords as well. For example: in the text pictured above one may want to enter the words **בשבת מתעסק** and save them as keywords.  
Access the keywords table from the **כלים < הצג מילות מפתח** menu.
3. The **חפש** button will search for the selected and decoded text across the Otzar HaHochma library.
4. The **OCR** button opens the edit screen, which allows you to edit and copy the text to a MS Word document.
5. The **העתק תמונה** button copies an image of the selected text to the clipboard to be copied to any other program.

## Searching the Library or Book from within a Book

In the Book Screen, click on the Search button  (or press CTRL + F) to search within the open book OR across the entire Otzar HaHochma library. The following search box will open:

Type the search term and click the **חפש בספר** button (or press Enter) to search only within the current book.

Click on the **חפש** button to search for the search term across the entire library.