

[\[back to Help Center \]](#)

Preferences Help

- [What are preferences?](#)
- [Who can set preferences?](#)
- [Why set preferences?](#)
- [Where do I set my preferences?](#)
- [Setting Basic Preferences](#)
- [Setting Forms and Result Set Preferences](#)
- [Setting Tools Preferences](#)
- [Preferences for Group Accounts](#)
- [Saving preference settings](#)

What are preferences?

Preferences are your preferred settings for a variety of search, display and account options on Delphion.

[\[back to top\]](#)

Who can set preferences?

All users can set one or more preferences for working on Delphion. Account Administrators can set preferences for their entire account, while individual users can set their own preferences only.

Unlimited subscribers, both individuals and those who are part of Group Accounts, are able to take advantage of all available preset options.

Premier subscribers, both individuals and those who are part of Group Accounts, can utilize all preset preferences options except SSL On/SSL Off.

Basic users can only preset Auto Log In and FastBuy preferences.

[\[back to top\]](#)

Why set preferences?

Setting preferences in advance saves you time and effort by eliminating the need to make the same changes to the default selections every time you access a form. They can also help eliminate careless little mistakes (like forgetting to choose a needed collection) that can necessitate re-running queries.

Once your preferences are set, each time you log into Delphion you will find your preferred settings already populated on the forms.

[\[back to top\]](#)

Where do I set my preferences?

Once you are logged in, go to **My Account**. In the first group of entries, under **Account Information**, choose the **Preferences** link. The **Change Preferences** page will display.

[\[back to top\]](#)

Setting Basic Preferences

Use the top portion of the Change Preferences page to set your Basic Preferences:

Basic Preferences	
Initial Landing Page: Research Main Page <input type="button" value="v"/>	Choose the page where you will be sent after logging in.
<input type="radio"/> Auto Log In <input checked="" type="radio"/> Do Not Auto Log In	Choose Auto Log In to set a cookie on your browser to remember your User Name and encrypted Password. You will be automatically logged into Delphion without being required to enter your user name and password.
FastBuy Confirmations On Off <input checked="" type="radio"/> PDF download <input checked="" type="radio"/> Patent family legal status <input checked="" type="radio"/> Derwent WPI Search <input checked="" type="radio"/> Derwent full record view <input checked="" type="radio"/> National collections PDF	Choose On to be prompted for confirmation for individual download transactions.
Note: Privacy preference and other user account settings (like address) are located on the Registration Information page in the My Account area of the website.	

The following explains the Basic Preferences that can be preset:

Preference	Options	Explanation
Initial Landing Page	<ul style="list-style-type: none"> • Research Main Page • Quick/Number Form • Boolean Form • Advanced Form • Derwent Boolean • Derwent Number • Derwent Advanced • Work File Admin • Saved Searches 	Determines what page you "land" on after logging in.
Auto Log In	Auto Log In (on) -Or Do Not Auto Log In (off)	Automatically logs you into Delphion; whenever you go to www.delphion.com — you are not be required to enter your User Name or Password. See our FAQ on Auto Log In for additional information.
SSL	SSL On -Or SSL Off	Delphion automatically provides Secured Sockets Layer (SSL) connections for Unlimited level subscribers. Turning SSL Off may improve performance over slower connections. See our FAQ on Security, Privacy & Reliability for additional information.
FastBuy Confirmations	On or Off for each: <ul style="list-style-type: none"> • PDF download • Patent family legal status • Derwent WPI Search • Derwent full record view • National collections PDF 	When On , Delphion will ask you to confirm each purchase of the specified item. When Off , purchase can be made without additional confirmation.

[\[back to top\]](#)

Setting Forms and Result Set Preferences

Use the center portion of the Change Preferences page to set your Forms and Result Set Preferences:

Forms and Result Set Preferences

Select default collection(s):

- US (Granted)
- US (Applications)
- European (Granted)
- European (Applications)
- WIPO PCT Publications
- Abstracts of Japan
- German (Granted)
- German (Applications)
- INPADOC

[Collection details](#)

For US, EP, German and PCT:

Front pages
 Full text including claims

For INPADOC:
All countries (or choose one) ▼

Set range for: Publication Date ▼

From: year month day ▼

To: year month day ▼

[Dates of coverage](#)

Publication Number Search

Choose default country:
US United States of America ▼

[Number Searching](#)

Patent Fields
Derwent Fields

Show: Thumbnail Title Derwent Title Abstract Assignee
 Pub. Date Filed Priority Date IPC Code Score

Sort by: Score ▼ Items per page: 20 ▼ [\[Check all \]](#)

Note 1: Selection of an INPADOC country overrides all other collection selections.

Note 2: When a date range is set, it will also be used on Derwent Searches.

The following explains the Forms and Result Set Preferences that can be preset:

Preference	Options	Explanation
Collections	<ul style="list-style-type: none"> • US (Granted) • US (Applications) • European (Granted) • European (Applications) • WIPO PCT Publications • Abstracts of Japan • German (Granted) • German (Applications) • INPADOC 	<p>Presets the collections to be searched, can always be overridden on the search forms themselves.</p> <p>Choosing INPADOC overrides all other collections shown with check boxes (see <i>For INPADOC</i> below).</p>
Front pages or full text	<p>Front pages</p> <p>-Or</p> <p>Full text including claims</p>	<p>Only valid for full-text collections (US, EP, German and PCT). Presets your choice of front pages or full text (including claims).</p> <p>For value-add collections (INPADOC and Derwent), the entire record is always searched.</p>
For INPADOC	<p>All countries</p> <p>-Or</p> <p>One country from the drop down list</p>	<p>Choosing All countries will search all INPADOC world signatories. Or you can choose to search just one of the INPADOC countries.</p>
Setting date ranges	<ul style="list-style-type: none"> • Publication Date • Filed Date • Priority Date 	<p>Choose to preset the date range for your searches.</p> <p>Leave the To fields as year, month, and day to have to dates default to the present day.</p>
Publication Number Search	<p>US, EP, WO, JP or DE collections</p> <p>-Or</p> <p>Over 60 individual countries</p>	<p>This is for the Quick/Number search form and is used to search for one specific patent number — which is why you cannot select multiple collections.</p>

Patent Fields	<p>Show presets the fields to be displayed on the Result Set, your choices are:</p> <ul style="list-style-type: none"> • Thumbnail • Title • Derwent Title • Abstract • Assignee • Pub. Date • Filed Date • Priority Date • IPC Code • Score <p>Sort by presets the order in which you want the patent records shown, your choices are:</p> <ul style="list-style-type: none"> • Score • Pub. Number • Title • Assignee • Pub. Date • Filed Date • Priority Date • IPC Code <p>Items per page presets the number of records to be show on each page, your choices are:</p> <ul style="list-style-type: none"> • 10 • 20 • 50 • 100 • 200 	<p>Preset these fields to customize the display on your Result Set.</p> <p>See our Result Set Features Help page for additional information.</p>
Derwent Fields	<p>Show presets the fields to be displayed on the Result Set, your choices are:</p> <ul style="list-style-type: none"> • Thumbnail • Derwent Title • Inventor • Assignee • Score • Pub. No. • Pub. Date • Update • IPC Code <p>Sort by presets the order in which you want the patent records shown, your choices are:</p> <ul style="list-style-type: none"> • Score • Pub. Number • Title • Assignee • Pub. Date • Filed Date • Priority Date • IPC Code <p>Items per page presets the number of records to be show on each page, your choices are:</p> <ul style="list-style-type: none"> • 10 • 20 • 50 • 100 • 200 	<p>Preset these fields to customize the display on your Result Set.</p> <p>See our Result Set Features Help page for additional information.</p>

[\[back to top\]](#)

Setting Tools Preferences

Use the lower portion of the Change Preferences page to set your Tools Preferences:

The screenshot shows the 'Tools Preferences' dialog with the 'Data Extract' tab selected. Under the 'Result Set' section, the 'Select default format' is set to 'CSV (spreadsheet)'. The 'Available fields' list includes 'Publication Country', 'Original Abstract*', 'First or Exemplary Claim*', 'Independent Claims*', 'Number of Claims', and 'Assignee/Applicant Name'. The 'Chosen fields' list includes 'Original Title', 'Publication Date', and 'Original National Class'. A note at the bottom states '* Extra charges may apply' and there is a 'Save as Zip file' checkbox.

The following explains the Tools Preferences that can be preset:

Preference	Options	Explanation
Date Extract	<ul style="list-style-type: none"> Default format Available fields (display only) Chosen fields 	<p>Use these fields to preset the options you want used whenever you request a Data Extract.</p> <p>See our Using Data Extract Help page for a complete explanation of the fields and their importance.</p>
Snapshot	<ul style="list-style-type: none"> Summarize by Sort by Display results 	<p>Use these fields to preset the options you want used whenever you request a Snapshot.</p> <p>See our Using Snapshot Help page for a complete explanation of the fields and their importance.</p>
Clustering	Number of clusters	<p>Use these fields to preset the number of clusters you want created when you use Text Clustering.</p> <p>See our Text Clustering Help page for more details.</p>

[\[back to top\]](#)

Preferences for Group Accounts

Individual users on a Group Account

If you are an individual user on a Group Account, your system defaults are set by your Group Administrator. You are free to set your own preferences and override these group defaults.

Group Account Administrators

If you are a Group Administrator, when you access the **Change Preferences** page, you can choose **Edit My Preferences** or **Edit Group Preferences**.

When you choose **Edit My Preferences**, the preferences you set will only be used for you as an individual. When you choose **Edit Group Preferences**, the preferences you set will be the defaults for all users on that Group Account. Individual users can set their own preferences and override the group defaults you set. If those individual users choose to **Reset To Defaults** (see following), their preferences will go back to these group defaults.

The screenshot shows the 'Change Preferences' page. It has a 'Preferences Help' link in the top right. Below the title, there are two radio buttons: 'Edit My Preferences' (which is selected) and 'Edit Group Account Preferences'. A paragraph of text explains that as a group administrator, you can save preferences for your personal account or set the Group Account defaults for all users. It mentions that 'Reset to Defaults' is a button at the bottom of the form.

[\[back to top\]](#)

Saving preference settings

Save your preferences at the bottom of the Change Preferences page:

The screenshot shows the bottom of the 'Change Preferences' page with three buttons: 'Save', 'Cancel', and 'Reset To Defaults'.

You have the following options:

- **Save** — to save your preferences
- **Cancel** — to discard any changes made on this page
- **Reset To Defaults** — to reset all to system defaults, then click Save to save those system defaults as your preferences

[\[back to top\]](#)

