

Amsterdam Content Analysis Toolkit (AmCAT)

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VU VRIJE
UNIVERSITEIT
AMSTERDAM

Faculty of Social Sciences
Societal Analytics Lab



Let's 1st
sign in to
AmCAT

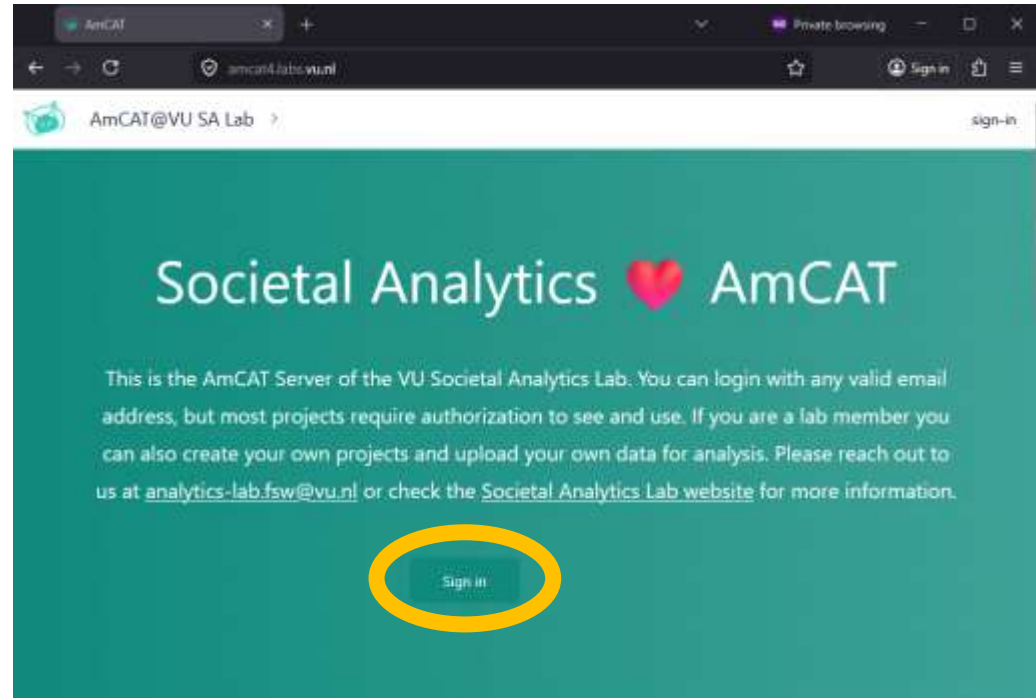


Signing In

To sign in, you just need to access the following link:

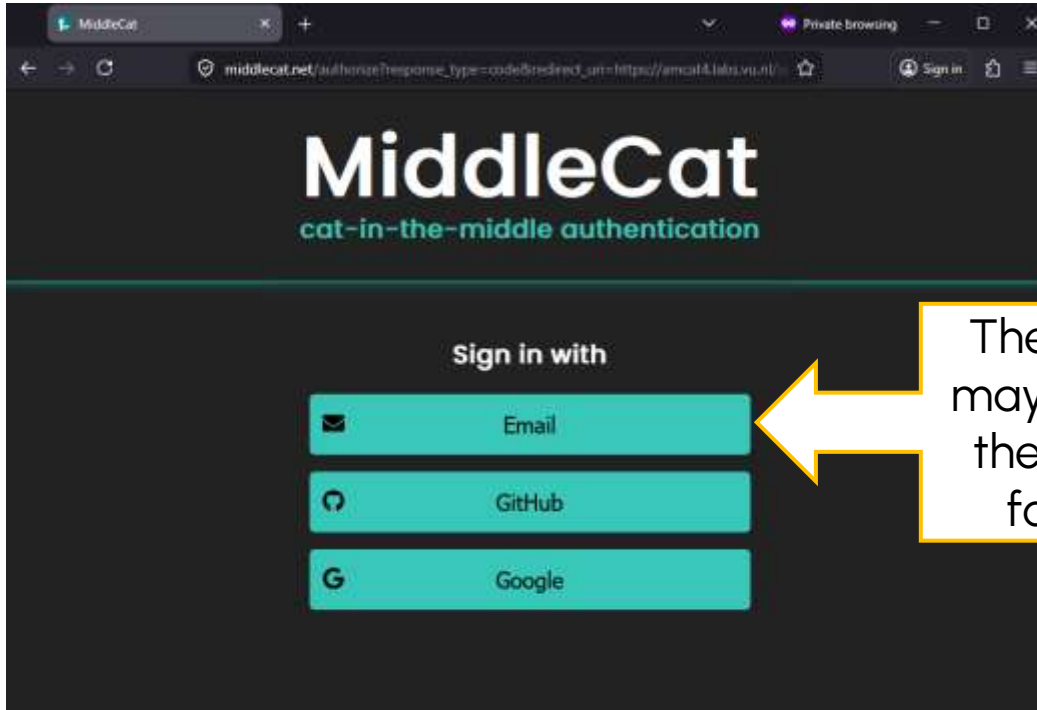
<https://amcat4.labs.vu.nl/>

From there, you will see this webpage:





Authentication



While you receive it, I will continue with...

The email may land in the spam folder.



Introduction to AmCAT



Developed by



Kasper Welbers



Wouter van Atteveldt



Johannes Gruber



Sofia Gil-Clavel

by researchers for researchers, **society**, and data savvy users.



The niche





The niche





The niche



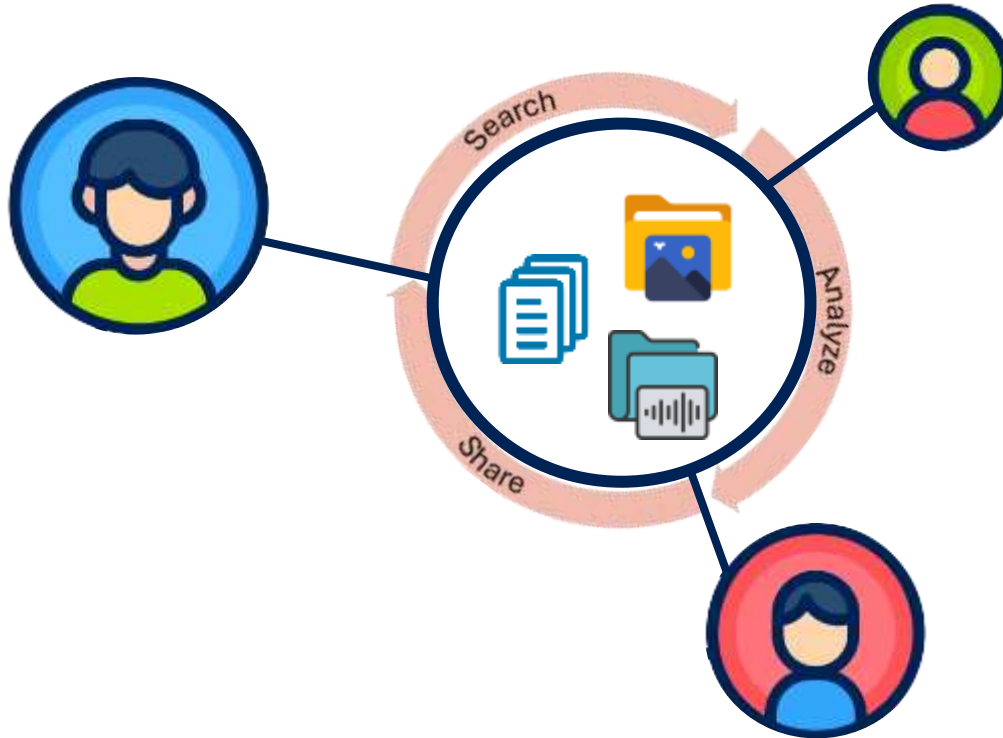


The niche



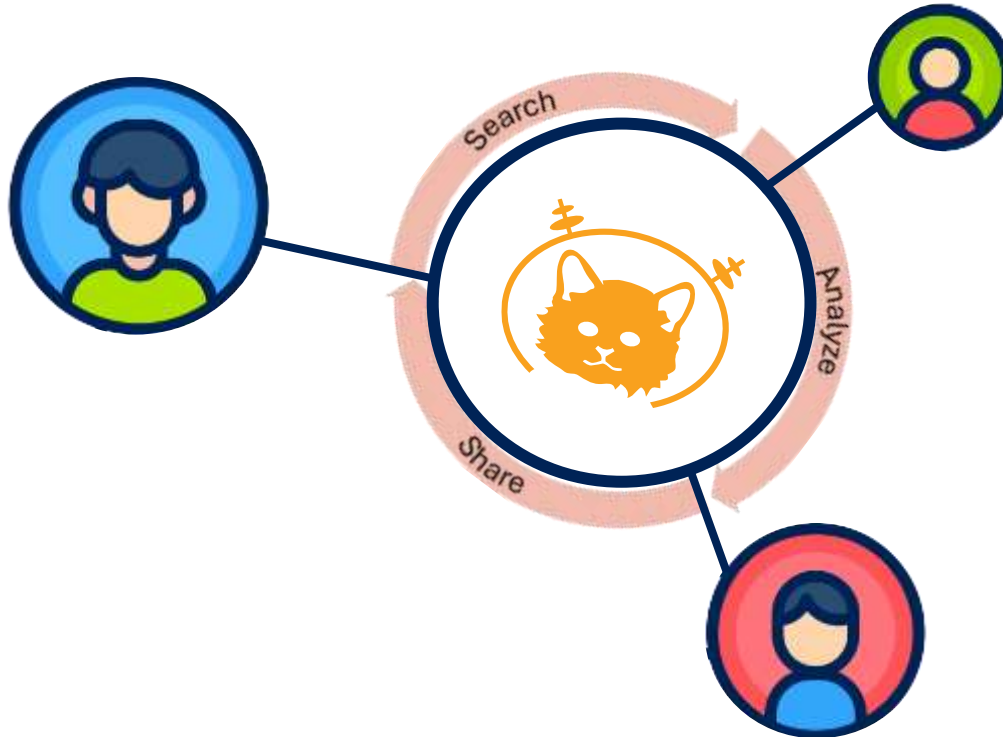


The niche





The niche





General Goal

To **standardize multimedia access and analysis** with easy-to-use software.



To do so



To do so

AmCAT strives to:



To do so

AmCAT strives to:

- ❖ Be an **inclusive tool for anyone** interested in understanding and engaging with multimedia data analysis.



To do so

AmCAT strives to:

- ❖ Be an **inclusive tool for anyone** interested in understanding and engaging with multimedia data analysis.
- ❖ Provide an **entry point to search and share multimedia data**.



To do so

AmCAT strives to:

- ❖ Be an **inclusive tool for anyone** interested in understanding and engaging with multimedia data analysis.
- ❖ Provide an **entry point to search and share multimedia data**.
- ❖ **Share** multimedia data under the **non-consumptive research pipeline**.





To do so

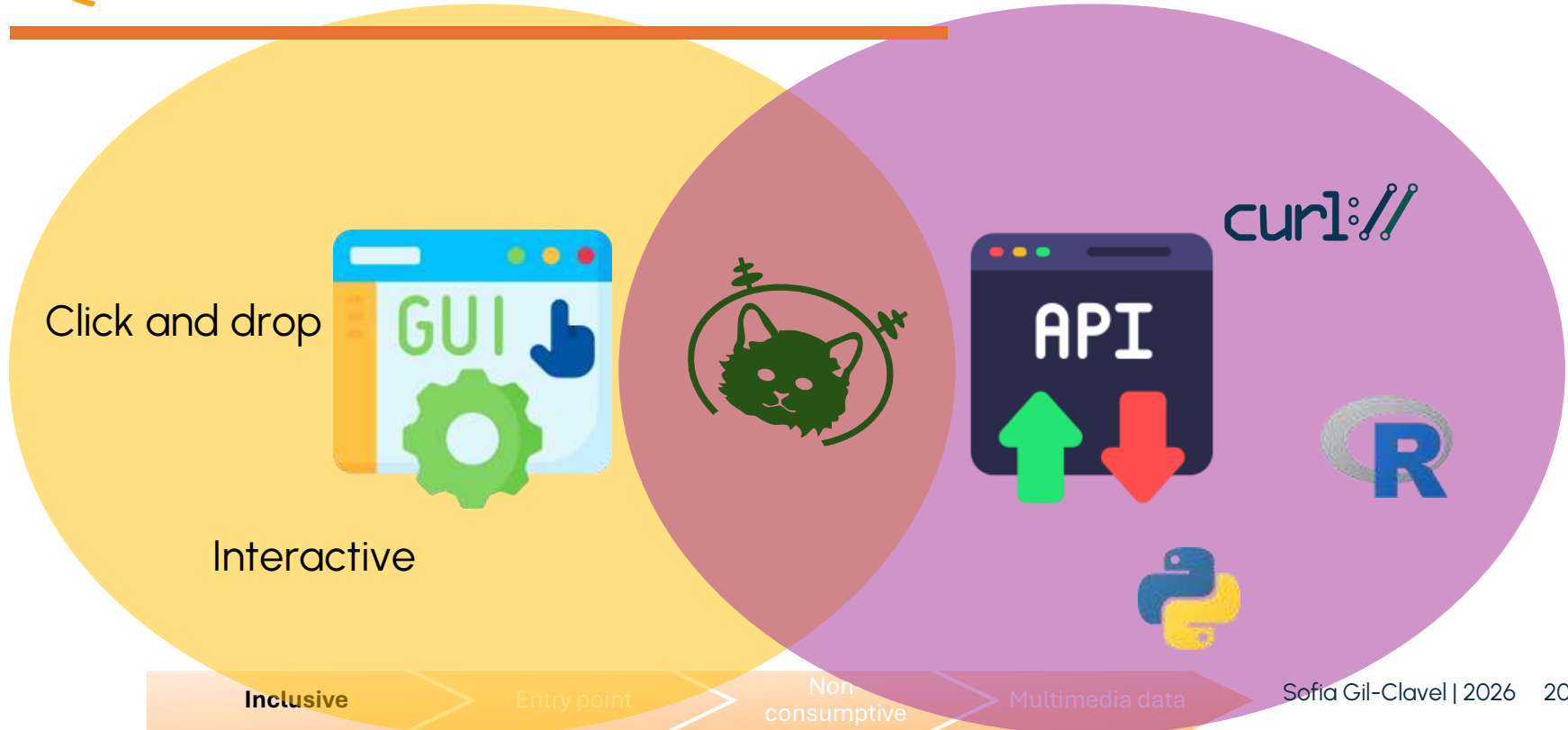
AmCAT strives to:

- ❖ Be an **inclusive tool for anyone** interested in understanding and engaging with multimedia data analysis.
- ❖ Provide an **entry point to search and share multimedia data**.
- ❖ **Share** multimedia data under the **non-consumptive research pipeline**.
- ❖ **Facilitate the integration of multimedia** (text, audio, image, & video) **data** into (research) workflows.





Inclusive

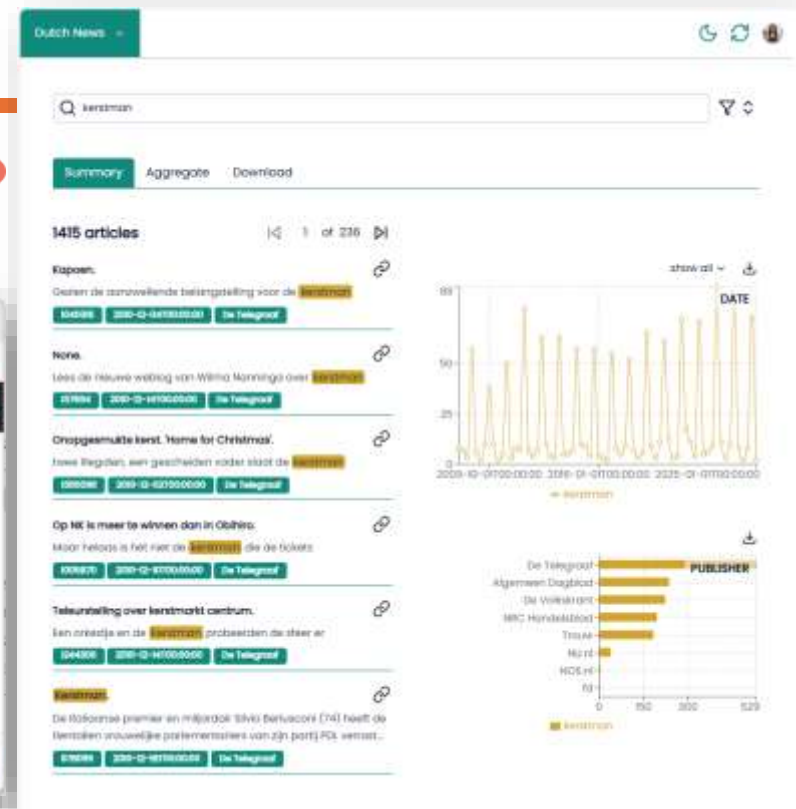
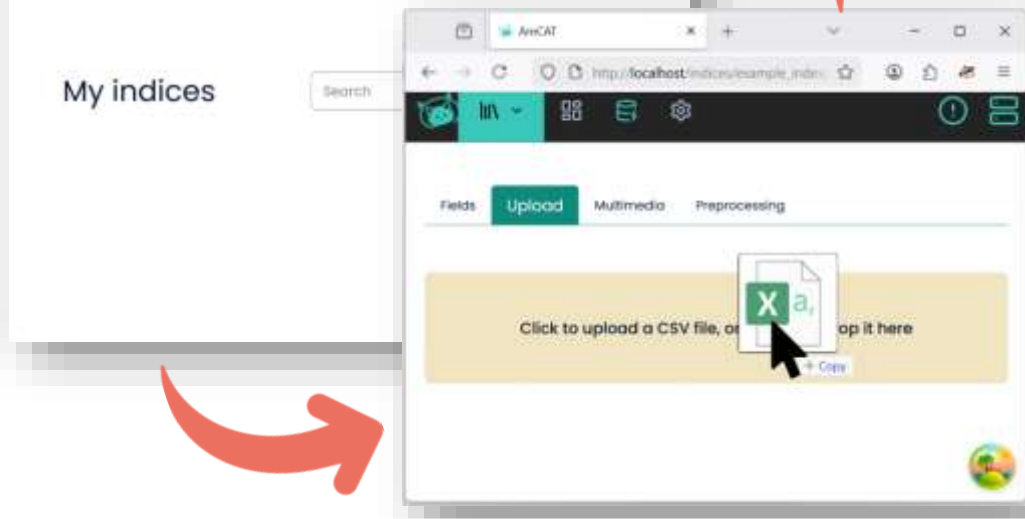


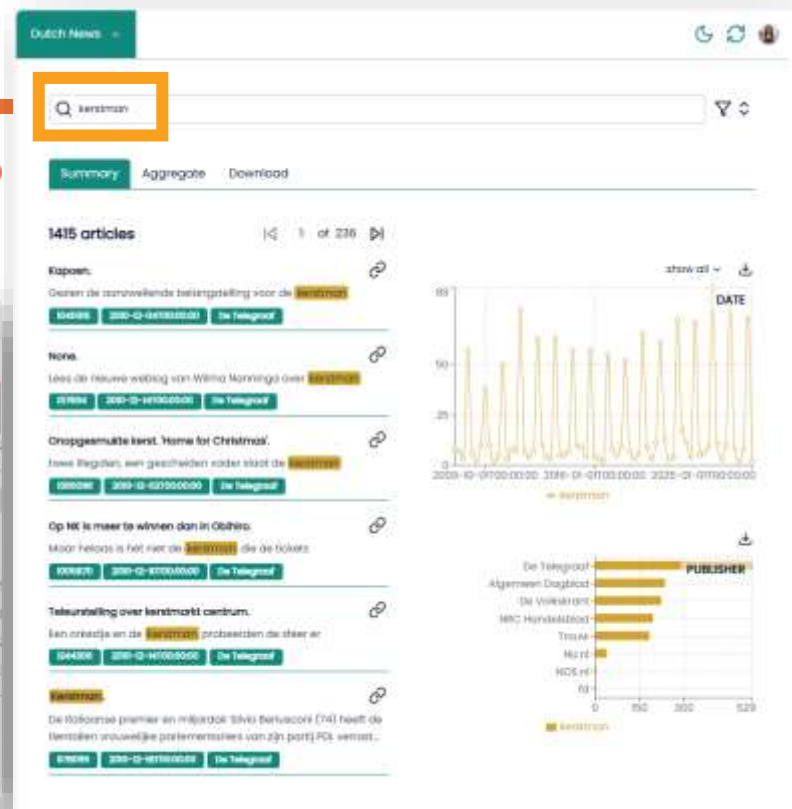
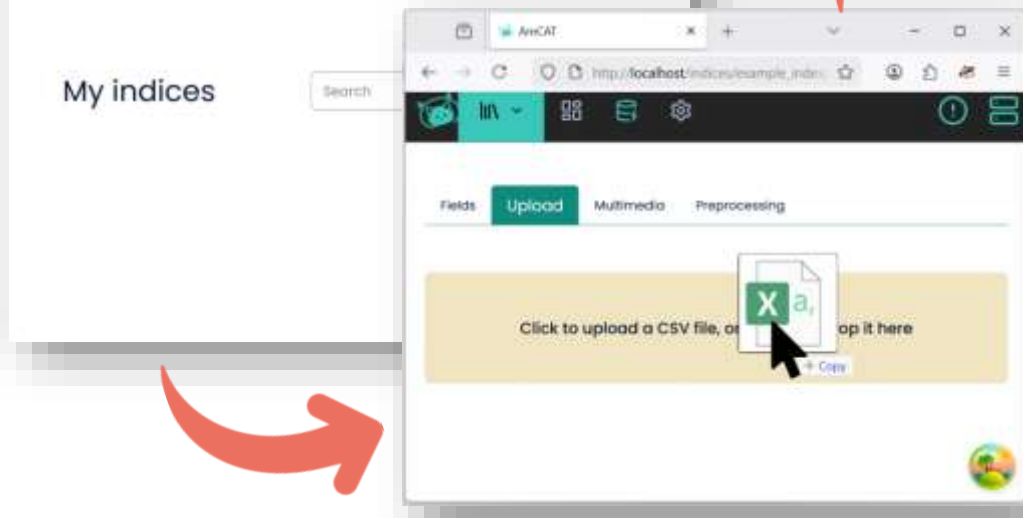
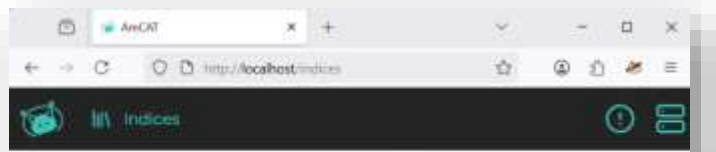
Inclusive

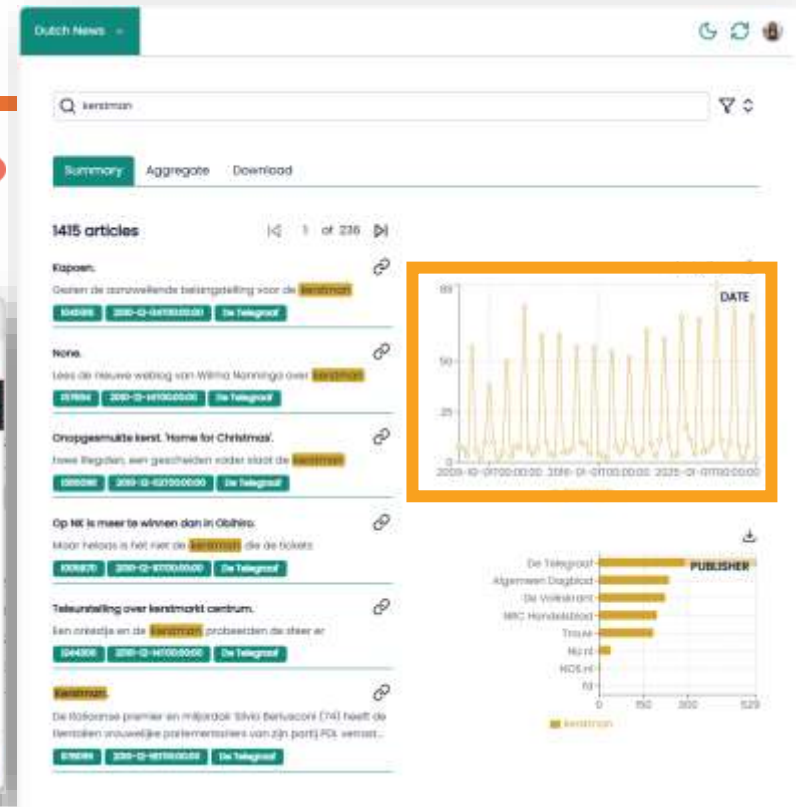
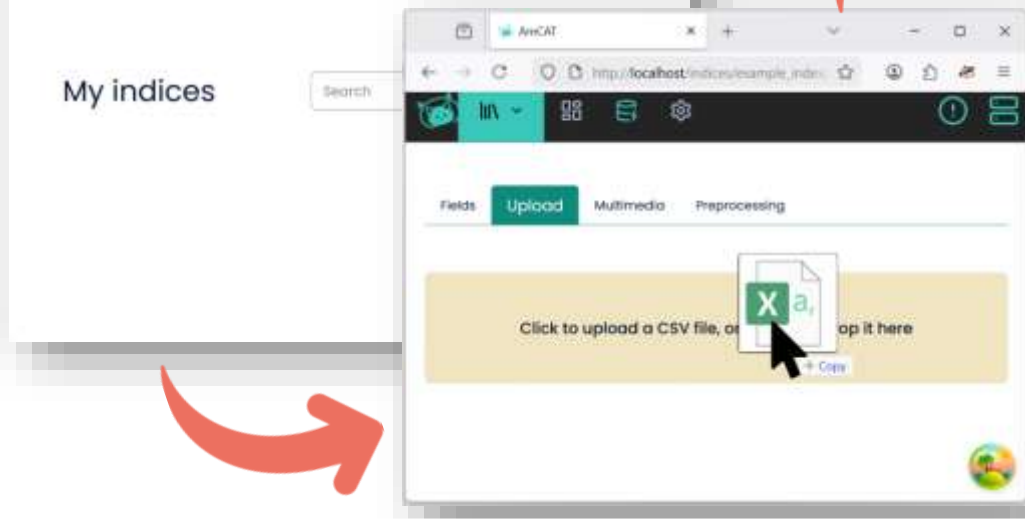
Entry point

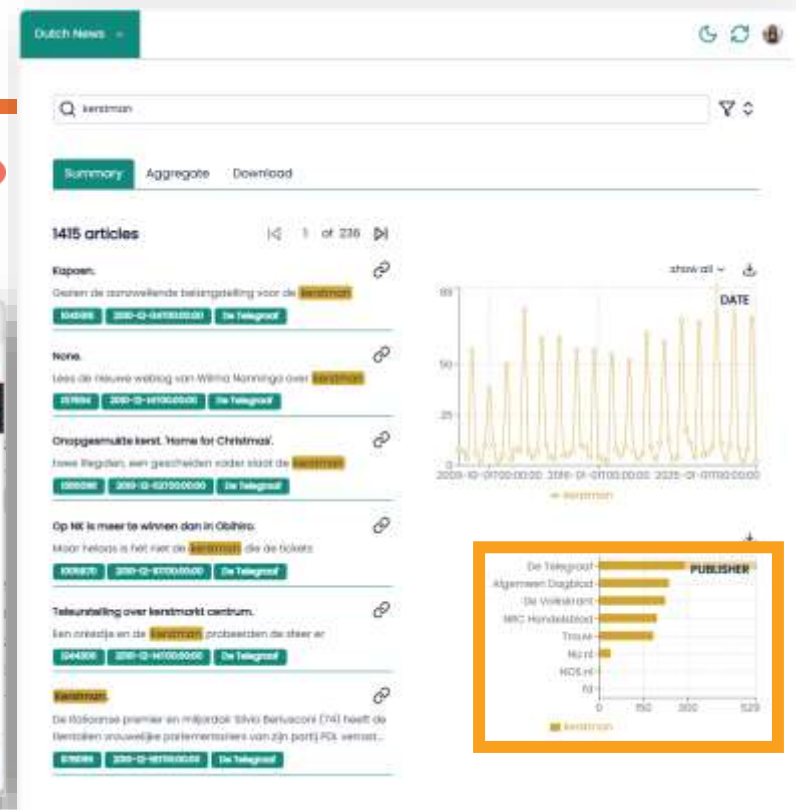
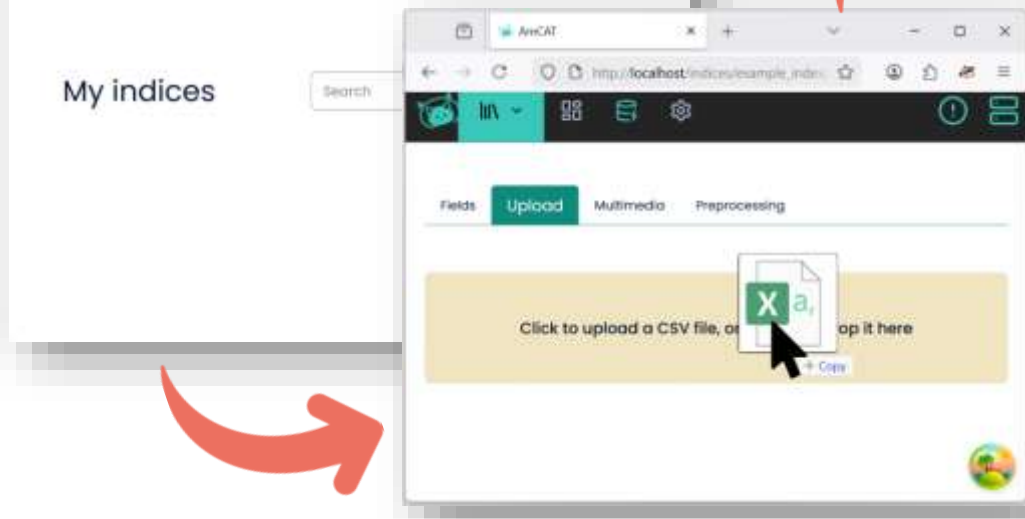
Non-consumptive

Multimedia data



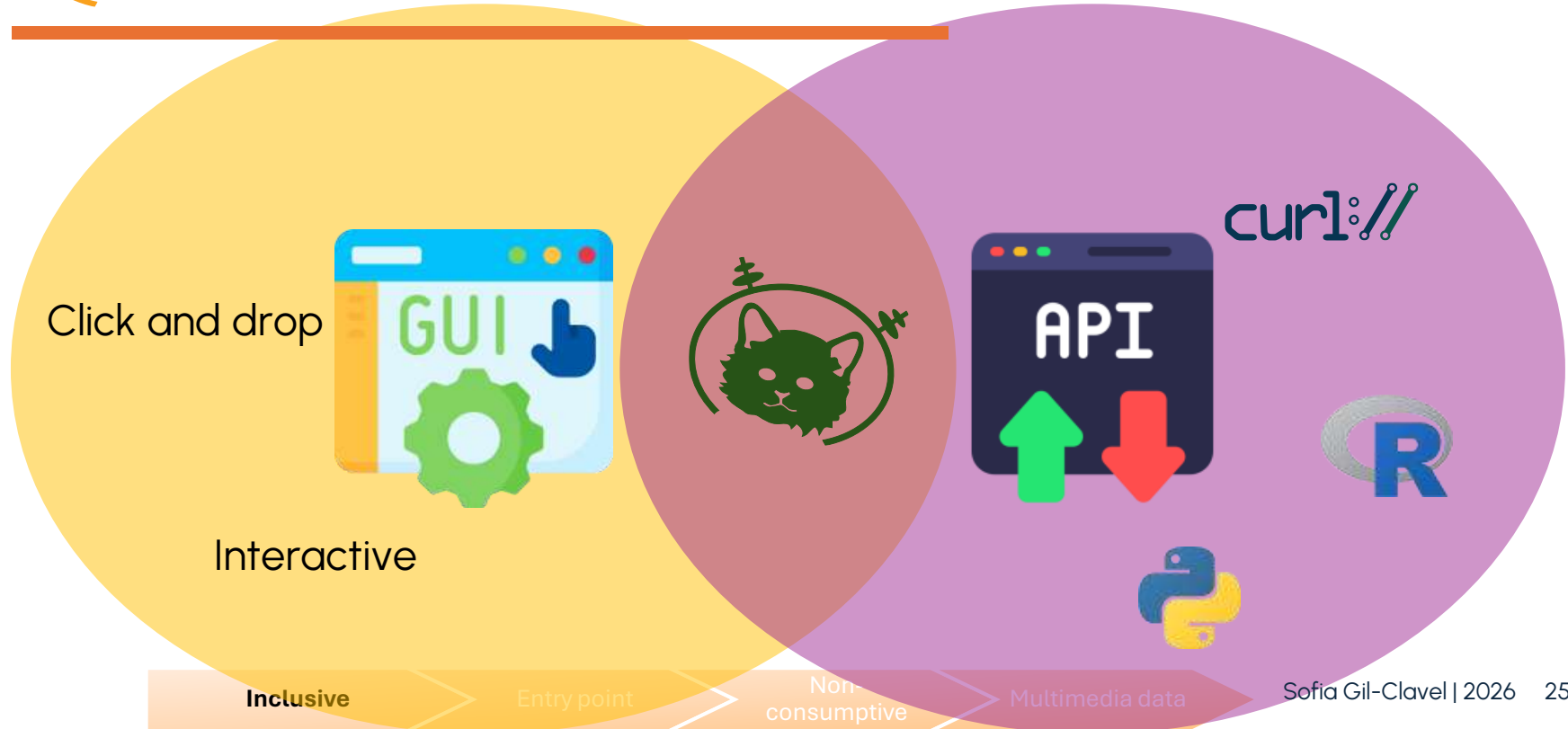








Inclusive



Inclusive

Entry point

Non-consumptive

Multimedia data



```
remotes::install_github("ccs-amsterdam/amcat4r")
```

Install

Inclusive

Entry point

Non-
consumptive

Multimedia data



```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)
```

Open

Inclusive

Entry point

Non-
consumptive

Multimedia data



```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)  
#### Checking the indexes ####  
amcat_login("https://amcat4.labs.vu.nl/amcat")
```

Log-in to server



```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)  
#### Checking the indexes ####  
amcat_login("https://amcat4.labs.vu.nl/amcat")  
list_indexes()  
example_index=read.csv("CODES_SGC/Example_Index.csv",header = TRUE,sep = ";")  
create_index(index = "example_index", guest_role = "METAREADER",  
             description = "My first index",name = "Example_Index")
```

Create index



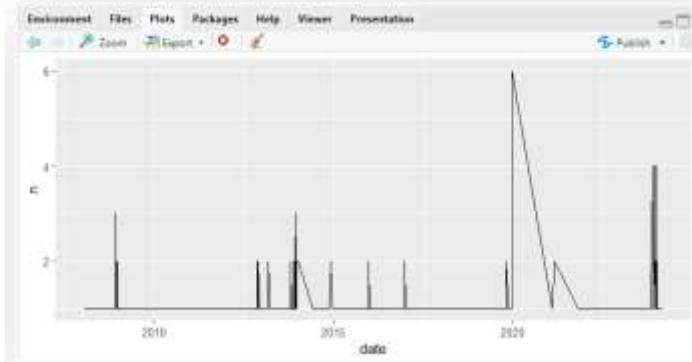
```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)  
#### Checking the indexes ####  
amcat_login("https://amcat4.labs.vu.nl/amcat")  
list_indexes()  
example_index=read.csv("CODES_SGC/Example_Index.csv",header = TRUE,sep = ";")  
create_index(index = "example_index", guest_role = "METAREADER",  
             description = "My first index",name = "Example_Index")  
upload_documents(index = "example_index",  
                example_index)
```

Upload to server



```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)  
#### Checking the indexes ####  
amcat_login("https://amcat4.labs.vu.nl/amcat")  
list_indexes()  
example_index=read.csv("CODES_SGC/Example_Index.csv",header = TRUE,sep = ";")  
create_index(index = "example_index", guest_role = "METAREADER",  
             description = "My first index",name = "Example_Index")  
upload_documents(index = "example_index",  
                example_index)
```

```
query_documents("example_index",  
               queries = "kerstman") %>%  
count(date) %>%  
ggplot(aes(x = date, y = n)) +  
geom_line()
```

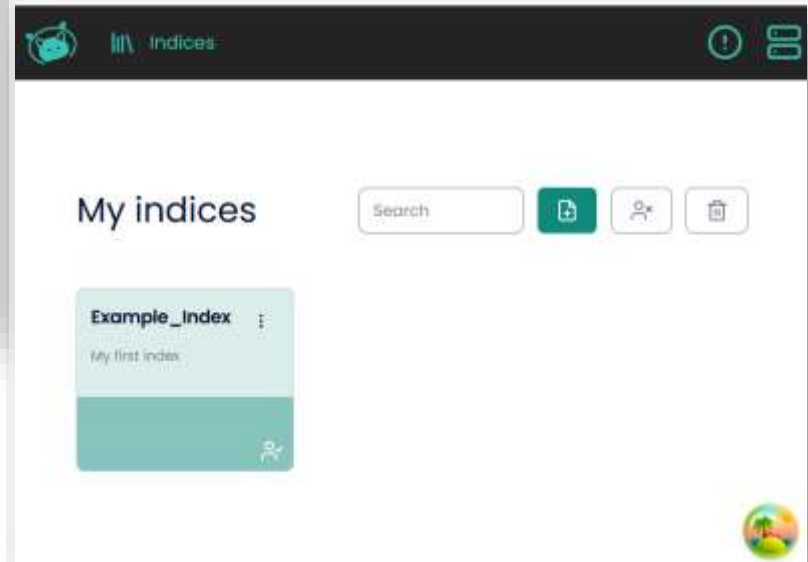


Start analyzing





```
remotes::install_github("ccs-amsterdam/amcat4r")  
library(amcat4r)  
#### Checking the indexes ####  
amcat_login("https://amcat4.labs.vu.nl/amcat")  
list_indexes()  
example_index=read.csv("CODES_SGC/Example_Index.csv",header = TRUE,sep = ";")  
create_index(index = "example_index", guest_role = "METAREADER",  
             description = "My first index",name = "Example_Index")  
upload_documents(index = "example_index",  
                example_index)
```

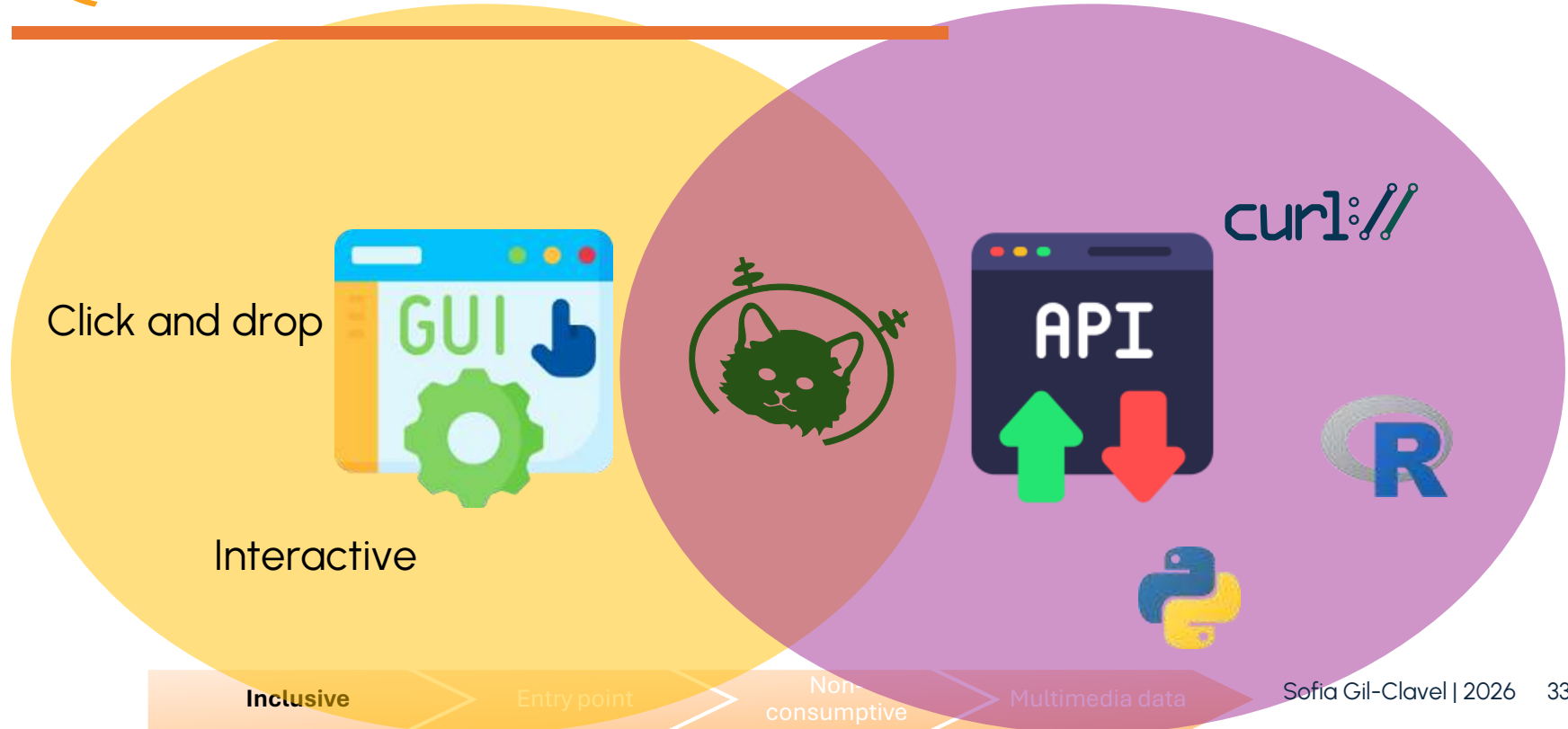


Start analyzing





Inclusive



Inclusive

Entry point

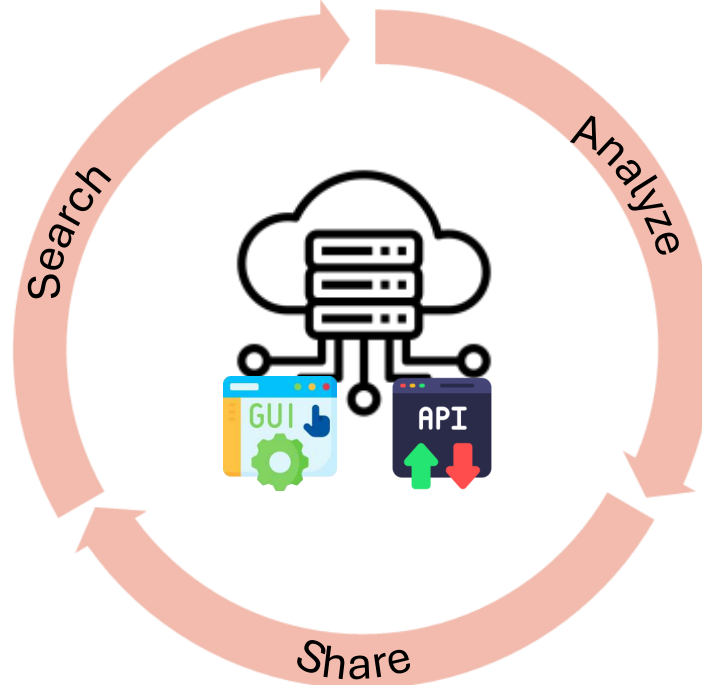
Non-consumptive

Multimedia data



Entry point

Create a **save repository** to share and search for data.



Already running in the Societal Analytics Lab server and soon in:



Jana Bernhard-Harrer



Johannes Gruber





Non-consumptive research

Inclusive

Entry point

Non-consumptive

Multimedia data



Non-consumptive research



Refers to **analyses** methods that can be performed **without access to the full data set**.



Non-consumptive research

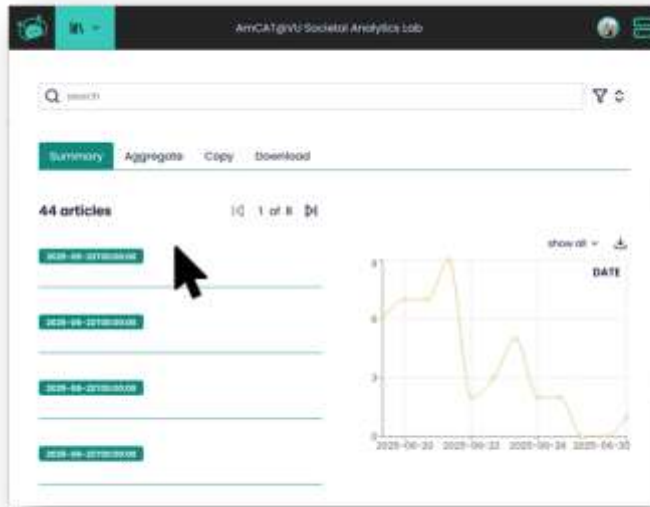


AmCAT **enables users to give access to others** to view the metadata and annotations **without accessing the underlying full text.**





Non-consumptive research



Meta data

article_type	Not visible for METAREADER
author	Not visible for METAREADER
date	2025-06-23 00:00:00
external_id	Not visible for METAREADER
external_url	Not visible for METAREADER
file_id	Not visible for METAREADER
file_path	Not visible for METAREADER
genres	Not visible for METAREADER
keywords	Not visible for METAREADER
source_id	Not visible for METAREADER
medium	Not visible for METAREADER
page	Not visible for METAREADER
platform	Not visible for METAREADER
programme	Not visible for METAREADER
publisher	Not visible for METAREADER
url	Not visible for METAREADER





Non-consumptive research



Access Control

Role Level	Global Role	Index Role In Index A	Description
0	-	Guest	If a user does not have an explicit role on an index; the guest role (if any) is used. An unauthorized user can still get guest roles, so they can see any indices with a guest role. This is not a specific level, but it serves as a fallback for undefined index roles.
1	Reader	None	Can see which indices exist, but cannot access them. Index A is invisible to the user.
2	Reader	Metareader	Can see which indices exist. Can read all properties, do queries, etc. in Index A, but cannot read the 'text' attribute.
3	Reader	Reader	Can see which indices exist. Can read all properties, do queries, etc. in Index A, but cannot make changes.
4	Reader	Writer	Can see which indices exist, Can add/delete documents, add/delete users (up to their own level), and make other changes (but not delete) in Index A.
5	Reader	Admin	Can see which indices exist, can add/update/delete documents and users (up to their own level) in Index A and delete Index A itself.
6	Writer	None	Can create new indexes and users (with at most their own global role). Index A is invisible to the user.
7	Writer	Metareader	Can create new indexes and users (with at most their own global role). Can read all properties, do queries, etc. in Index A, but cannot read the 'text' attribute.
8	Writer	Reader	Can create new projects and users (with at most their own global role). Can read all properties, do queries, etc. in Index A, but cannot make changes.
9	Writer	Writer	Can create new projects and users (with at most their own global role). Can add/delete documents, add/delete users (up to their own level), and make other changes in Index A, but can't delete Index A.
10	Writer	Admin	Can create new projects and users (with at most their own global role). Can add/update/delete documents and users (up to their own level) in Index A and delete Index A itself.
11	Admin	Admin	Can delete projects and assign themselves a role on any index role. Can do whatever they want, including deleting the index.

Inclusive

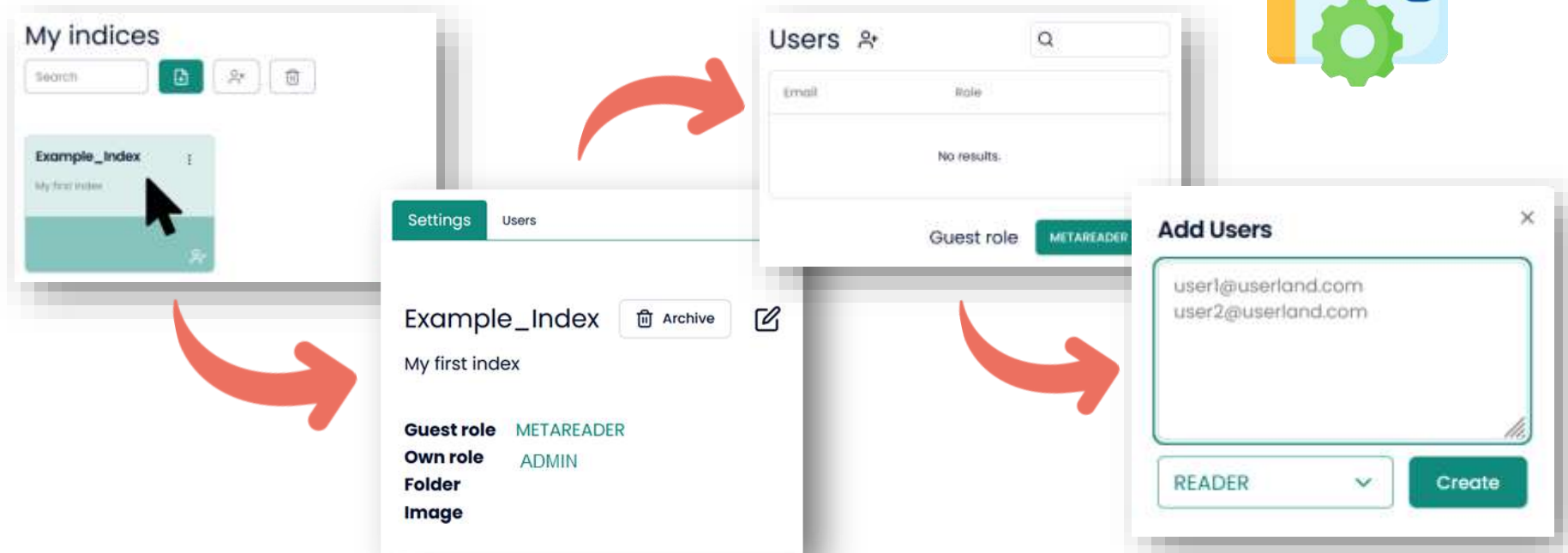
Entry point

Non-consumptive

Multimedia data



Non-consumptive research





Multimedia data

Inclusive

Entry point

Non-
consumptive

Multimedia data



Multimedia data



OPEN SOURCE SEARCH, ANALYTICS, AND AI PLATFORM

Elasticsearch

Source: <https://www.elastic.co/elasticsearch>

Inclusive

Entry point

Non-
consumptive

Multimedia data



Multimedia data



OPEN SOURCE SEARCH, ANALYTICS, AND AI PLATFORM

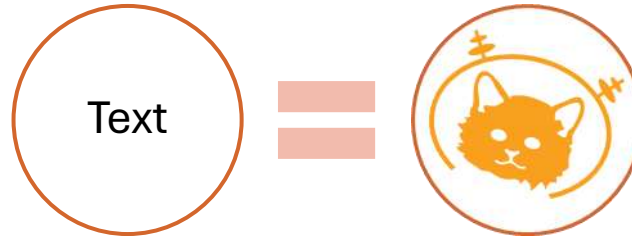
Elasticsearch

Elasticsearch is an open source, distributed search and analytics engine built for speed, scale, and AI applications. As a retrieval platform, it stores structured, unstructured, and vector data in real time — delivering fast hybrid and vector search, powering observability and security analytics, and enabling AI-driven applications with high performance, accuracy, and relevance.

Source: <https://www.elastic.co/elasticsearch>

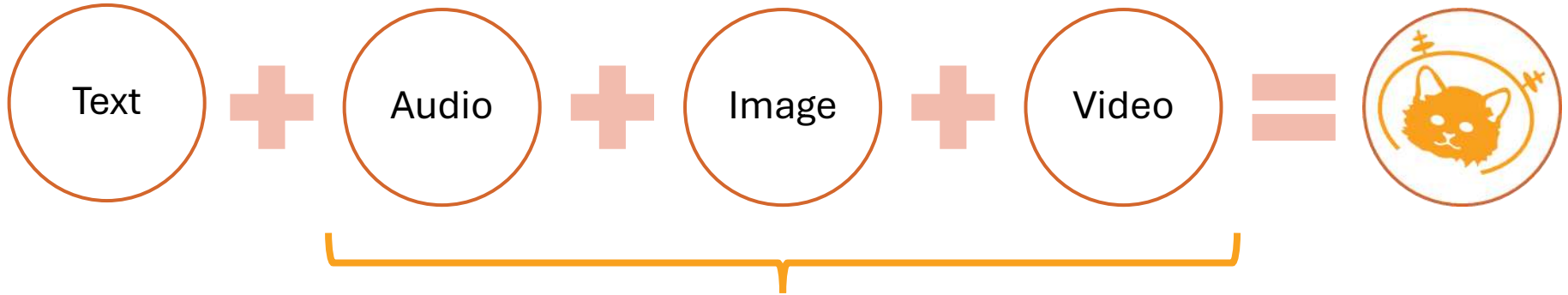


Multimedia data





Multimedia data



Future





Amsterdam Content Analysis Toolkit (AmCAT)





Amsterdam Content Analysis Toolkit (AmCAT)





Amsterdam Content Analysis Toolkit (AmCAT)





Amsterdam Content Analysis Toolkit (AmCAT)





Amsterdam Content Analysis Toolkit (AmCAT)

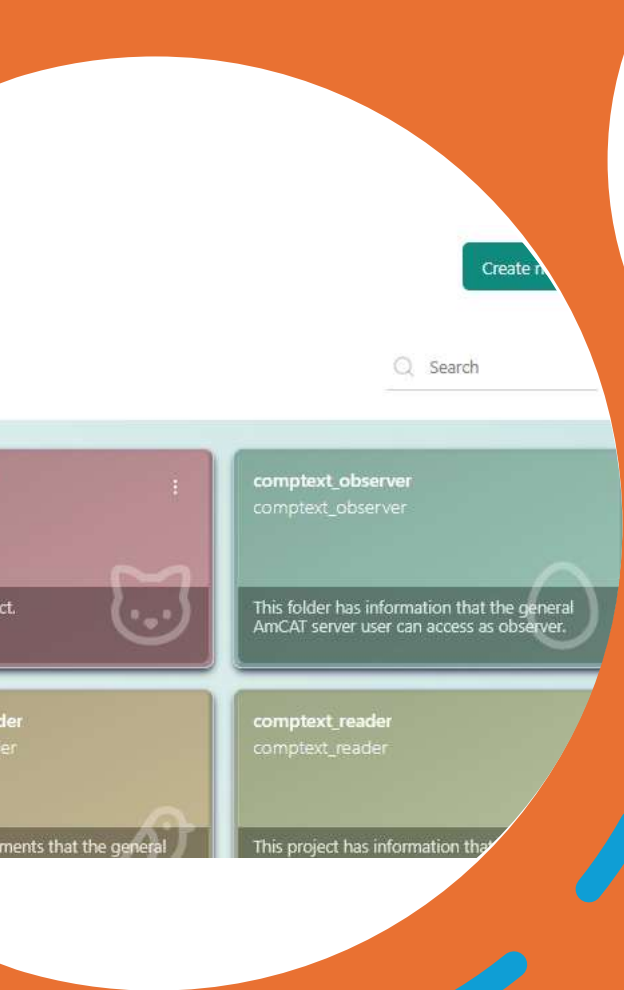




Amsterdam Content Analysis Toolkit (AmCAT)



<https://amcat4.labs.vu.nl/>



Using the GUI



We will cover

Uploading



Visualizing



Giving & Requesting Access





Uploading

The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab > select project". The main content area is titled "Projects" and contains a button labeled "Create new project" which is circled in yellow. Below the button, there is a search bar and a list area that currently displays "Projects" and "No folders found".



Use the following:
comptext_<your initials>_<a number>

Uploading

request. If approved, the project will be created for you and you will be granted admin access to it.

Name **Project ID**

Description

Folder

Project request Message

Submit request

**Let's have a 10
mins break
while I accept
your requests.**





The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab" and the breadcrumb is "select project". The main heading is "Projects" with a "Create new project" button. A search bar is present. A sidebar on the left shows "Projects" and "Server role". The main content area displays a project card for "context_sgc_827" with the text "context_sgc_827" and "My first AmCAT project." below it. A yellow circle highlights the project card.

Uploading



AmCAT

amcat4.labs.vu.nl/projects/comptext_sgc_827

AmCAT@VU SA Lab > comptext_sgc_827

Dashboard Data Fields Settings Users

Uploading

This project is empty

Congratulations on creating a project! Here are some actions you can take to get started:

- Dashboard — Search, aggregate, and download documents
- Data — Upload documents from a CSV file
- Fields — Configure the fields for each document in this project
- Users — Invite collaborators and set a guest role for public access
- Settings — Update the project name, description, and other details

As soon as you add data to the project, you will be taken to the Dashboard where you can search, aggregate, and download documents.

You can also connect to this project from [Python](#) or [R](#) to upload or query documents from a script.



AmCAT

amcat4.labs.vu.nl/projects/comptext_sgc_827/data?tab=upload

Sign in

AmCAT@VU SA Lab > comptext_sgc_827

Dashboard Data Fields Settings Users

Upload Multimedia

Click to upload or drag and drop
CSV, TSV, XLSX, ODS — or a ZIP of .txt / .docx / .pdf documents

Or select a folder of documents

Information on Uploading Documents

Upload documents to this project. You can upload a spreadsheet (CSV, TSV, XLSX) or a folder or zip with with text, PDF, or DOCX documents. After uploading the file, you can choose what to do with each field or column in the data before uploading.

Column actions

Uploading



The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects/comptext_sgc_827/data?tab=upload`. The page title is "AmCAT@VU SA Lab > comptext_sgc_827". A navigation bar includes "Dashboard", "Data", "Fields", "Settings", and "Users". The main content area has a "Upload" tab selected, with a sub-tab "Multimedia". A large light blue box contains the text "Click to upload or drag and drop" and "CSV, TSV, XLSX, ODS — or a ZIP of .txt / .docx / .pdf documents". Below this is a link "Or select a folder of documents" with a folder icon. At the bottom, an expandable section titled "Information on Uploading Documents" provides instructions: "Upload documents to this project. You can upload a spreadsheet (CSV, TSV, XLSX) or a folder or zip with with text, PDF, or DOCX documents. After uploading the file, you can choose what to do with each field or column in the data before uploading." Below this is a section for "Column actions".

Uploading



Fields format

The screenshot shows the AmCAT web interface. At the top, there's a navigation bar with 'Upload' and 'Multimedia' buttons. Below this is a table with columns for 'CSV column', 'Action', 'AmCAT field', and 'type'. The 'Action' column contains 'Exclude' buttons for each row. A modal window titled 'Field types' is overlaid on the right, listing various field types with their descriptions. The 'text' type is highlighted with a yellow underline. A large black icon of a vertical menu with a downward arrow is also visible in the modal.

CSV column	Action	AmCAT field	type
id	Exclude		
author	Exclude		
year	Exclude		
title	Exclude		
chapter	Exclude		
text	Exclude		

Field types

- keyword**: Short labels or categories (e.g. country, language). Searched as exact values.
- tag**: Like keyword, but a document can have multiple tags.
- text**: Longer free text (e.g. article body). Analysed word-by-word for full-text search.
- date**: Date or date/time values.
- integer**: Whole numbers without decimals.
- number**: Numeric values with decimals.
- boolean**: True or false values.
- url / image / video / audio**: Links to web pages or media files. Displayed as a clickable link or inline media.
- object**: Structured JSON objects. Not analysed or parsed by Elasticsearch.



Fields format

The screenshot shows the AmCAT web interface. At the top, there's a navigation bar with 'Dashboard', 'Data', 'Fields', 'Settings', and 'Users'. Below it, there's an 'Upload' button and a 'Multimedia' section. A 'Field types' modal is open, listing various field types and their descriptions. Below the modal, there's a table with columns for 'CSV column', 'Action', 'AmCAT field', 'Type', and a key icon.

CSV column	Action	AmCAT field	Type	
id	New field	id	keyword	
author	New field	author	keyword	
year	New field	year	integer	
title	New field	title	text	
chapter	New field	chapter	keyword	
text	New field	text	text	

Field types

- keyword**: Short labels or categories (e.g. country, language). Searched as exact values.
- tag**: Like keyword, but a document can have multiple tags.
- text**: Longer free text (e.g. article body). Analysed word-by-word for full-text search.
- date**: Date or date/time values.
- integer**: Whole numbers without decimals.
- number**: Numeric values with decimals.
- boolean**: True or false values.
- url / image / video / audio**: Links to web pages or media files. Displayed as a clickable link or inline media.
- object**: Structured JSON objects. Not analysed or parsed by Elasticsearch.



Choosing identifier

AmCAT

amcat4.labs.vu.nl/projects/comptext_sgc_827/data?tab=upload







Sign in

AmCAT@VU SA Lab > comptext_sgc_827

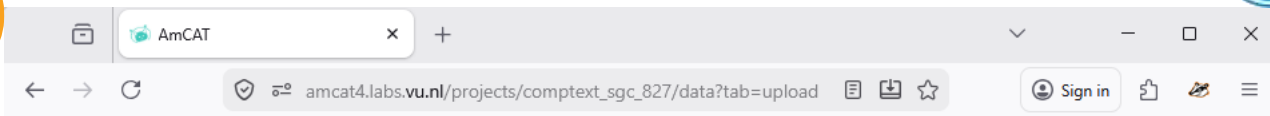
Dashboard Data Fields Settings Users

Upload Multimedia

Change file

CSV column	Action	AmCAT field	Type	
id	New field	id	keyword	
author	New field	author	keyword	
year	New field	year	integer	
title	New field	title	text	
chapter	New field	chapter	keyword	
text	New field	text	text	

Use as document identifier



Uploading

CSV column	Action	AmCAT field	Type	
id	New field	id	keyword	
author	New field	author	keyword	
year	New field	year	integer	
title	New field	title	text	
chapter	New field	chapter	keyword	
text	New field	text	text	

Confirm upload

Upload 15 documents

Show code

Create



We will cover

Uploading



Visualizing



**Giving & Requesting
Access**





Visualizing

A screenshot of the AmCAT web interface. The browser address bar shows 'amcat4.labs.vu.nl/projects/comptext_sgc_827/data?tab=upload'. A modal dialog box is centered on the screen with the title 'Upload complete' and the message '15 documents uploaded successfully.'. Two buttons are visible in the dialog: 'View uploaded data' (highlighted with a yellow circle) and 'Upload more data'. The background interface shows a table with columns for CSV column, Action, AmCAT field, and Type. Below the table is a 'Confirm upload' section with a button 'Upload 15 documents' and a 'Create' dropdown menu.

CSV column	Action	AmCAT field	Type
id	New field	id	keyword
author	New field	author	keyword
year	New field	year	integer
title	New field	title	text
chapter	New field	chapter	keyword
text	New field	text	text

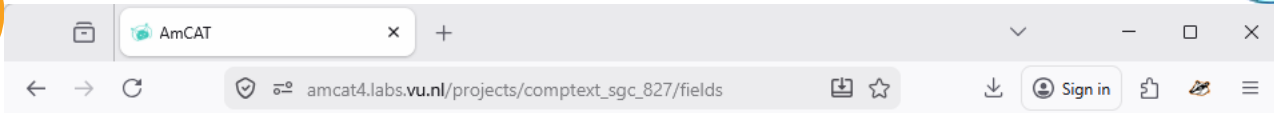


Visualizing

The screenshot shows a web browser window with the AmCAT interface. The browser address bar shows the URL `amcat4.labs.vu.nl/projects/comptext_sgc_827/dashboard?tab=`. The page title is "AmCAT@VU SA Lab" and the current project is "comptext_sgc_827". The navigation menu includes "Dashboard", "Data", "Fields", "Settings", and "Users". A search bar is visible with the text "search". Below the search bar is a panel titled "Information on Search syntax & filters" which contains the following query syntax examples and their meanings:

Query syntax	Meaning
<code>climate AND policy</code>	Both terms must appear
<code>climate OR weather</code>	Either term
<code>climate NOT gas</code>	Exclude a term
<code>(climate OR weather) AND policy</code>	Group with parentheses
<code>"climate change"</code>	Exact phrase
<code>"climate policy"~5</code>	Words within 5 positions of each other
<code>climat*</code>	Wildcard (prefix match)

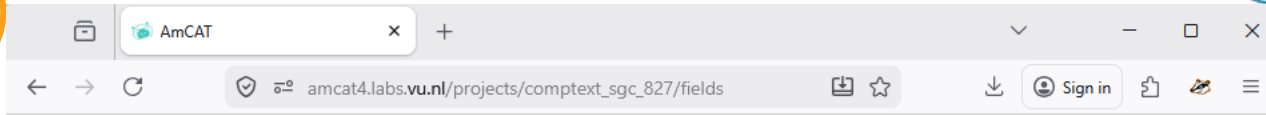
Below the syntax panel, the "Filters" section is partially visible.



Visualizing

Fields + Add field

ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword		invisible
	chapter	keyword keyword		invisible
	id	keyword keyword		invisible
	text	text text		invisible
	title	text text		invisible
	url integer			



AmCAT@VU SA Lab > **comptext_sgc_827**

Dashboard Data **Fields** Settings Users

Fields **+** Add field

ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword		visible
	chapter	keyword keyword		visible
	id	keyword keyword		invisible
	text	text text		visible
	title	text text		invisible

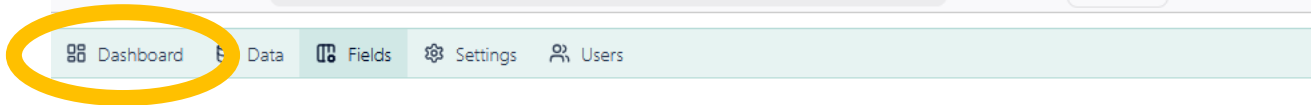
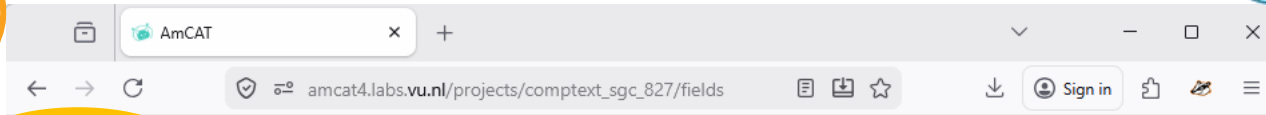
- show in document
- show in list
- show as heading (title)
- show graph

You can choose where to display them.

1

2

Visualizing



Visualizing

Fields + Add field

ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword		visible ▼
	chapter	keyword keyword		visible ▼
	id	keyword keyword		invisible ▼
	text	text text		visible ▼
	title	text text		invisible ▼
	year	integer long		visible ▼



Visualizing

Summary Aggregate Copy Document actions

15 articles Show code 1 of 3

book1
This is some text Other_Text
Someone else chapter1 id_11 2023

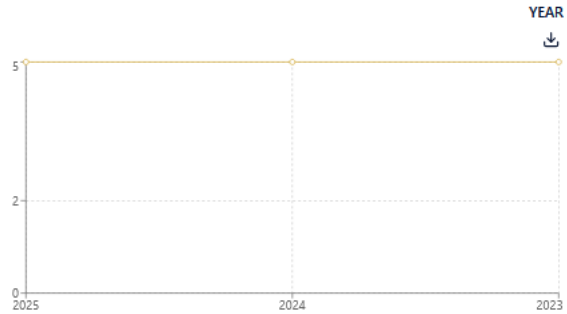
book1
This is some text Other_Text
Someone else chapter2 id_21 2023

book1
This is some text Other_Text
Someone else chapter3 id_31 2023

book1
This is some text Other_Text
Someone else chapter4 id_41 2023

book1
This is some text Other_Text
Someone else chapter5 id_51 2023

book2
This is some text Other_Text
Someone else chapter1 id_61 2024





The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects/comptext_sgc_827/dashboard`. The page title is `climat+ Wildcard (prefix match)`. A yellow arrow points to the 'Filters' section. Below the filters, there are tabs for 'Summary', 'Aggregate', 'Copy', and 'Document actions'. The 'Aggregate' tab is active, showing configuration options for 'Display' (Line Graph), 'Aggregate' (Count), 'Horizontal (X) axis' (Select field), and 'Multiple lines' (Select field). There are 'Show code' and 'Submit' buttons. Below the configuration is an 'Information on aggregation' panel with the following text:

The aggregate tab groups documents by one or two fields and visualizes the result. Configure the options on the left and click **Submit** to run.

- Display** Choose how to visualize the result: a line graph or bar chart for trends over time, a table for cross-tabulations, or a list for ranked counts.
- Aggregate** What to measure. Defaults to *Count* (number of documents), but you can also compute the sum, average, minimum, or maximum of a numeric field.
- Axis** The field to group by, such as a date (with an interval like week or month), a keyword, or a tag. A second axis is optional and adds a further grouping dimension (e.g. multiple lines in a line graph).

Visualizing



Visualizing

The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects/comptext_sg_c_827/dashboard`. The search bar contains the query `c11nat*` with a wildcard match indicator. Below the search bar, there are tabs for `Summary`, `Aggregate` (selected), `Copy`, and `Document actions`. The `Aggregate` tab configuration is as follows:

- Display:** Line Graph
- Aggregate:** Count
- Horizontal (X) axis:** Select field
- Multiple lines:** Select field

Buttons for `<> Show code` and `Submit` are visible. Below the configuration, an `Information on aggregation` panel provides details:

- Display:** Choose how to visualize the result: a line graph or bar chart for trends over time, a table for cross-tabulations, or a list for ranked counts.
- Aggregate:** What to measure. Defaults to Count (number of documents), but you can also compute the sum, average, minimum, or maximum of a numeric field.
- Axis:** The field to group by, such as a date (with an interval like week or month), a keyword, or a tag. A second axis is optional and adds a further grouping dimension (e.g. multiple lines in a line graph).



We will cover

Uploading

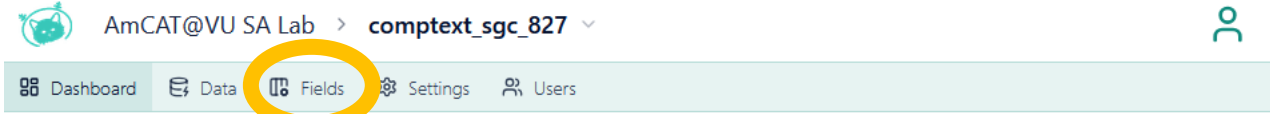
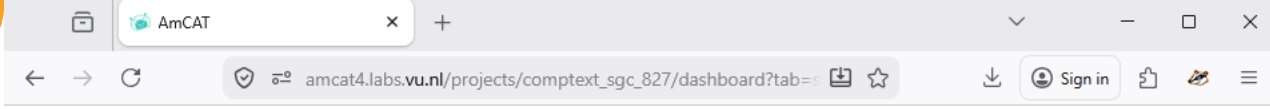


Visualizing



Giving & Requesting Access





Information on Search syntax & filters

You can enter queries here to search through the project. Results will be displayed below this box. You can minimize this box by clicking on the header above.

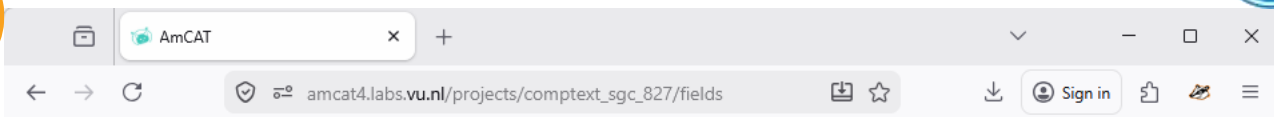
Query syntax

<code>climate AND policy</code>	Both terms must appear
<code>climate OR weather</code>	Either term
<code>climate NOT gas</code>	Exclude a term
<code>(climate OR weather) AND policy</code>	Group with parentheses
<code>"climate change"</code>	Exact phrase
<code>"climate policy"~5</code>	Words within 5 positions of each other
<code>climat*</code>	Wildcard (prefix match)

Filters



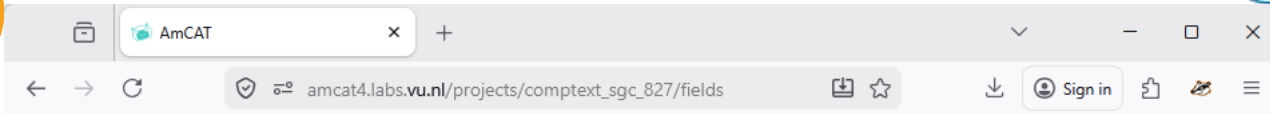
Giving Access



Giving Access

Fields + Add field

ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword		invisible
	chapter	keyword keyword		invisible
	id	keyword keyword		invisible
	text	text text		invisible
	title	text text		invisible
	url integer			



Giving Access

Fields + Add field Q

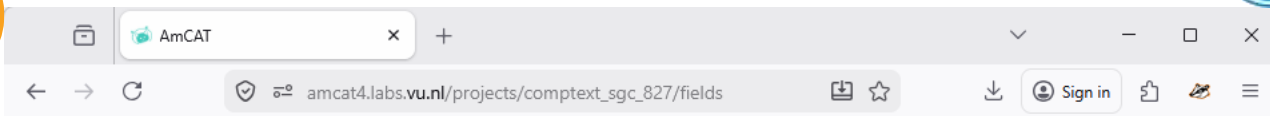
ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword	☰ H ↶	invisible ↕
	chapter	keyword keyword	☰ H ↶	invisible ↕
♂	id	keyword keyword	☰ H ↶	invisible ↕
	text	text text	☰ H	invisible ↕
	title	text text	☰ H	invisible ↕
	year	integer long	☰ H ↶	invisible ↕

1

2

You can make visible, as many variable as you want.

<> Show code



Giving Access

Fields + Add field



ID	Field	Type	Dashboard	METAREADER access
	author	keyword keyword	☰ H ↵	🚫 invisible ▾
	chapter	keyword keyword	☰ H ↵	🚫 invisible ▾
♂	id	keyword keyword	☰ H ↵	🚫 invisible ▾
	text	text text	☰ H	🚫 invisible ▾
	title	text text	☰ H	🚫 invisible ▾
	url	integer	☰ H	🚫 invisible ▾



Let's make groups of 5 people.

You and your team will explore the access control features.





Giving Access

AmCAT@VU SA Lab > **comptext_sgc_827**

Dashboard Data Fields Settings **Users**

Guest role NONE

Add user [Search]

Email ↑↓	Role ↑↓	
b.s.gilclavel@vu.nl	ADMIN	[Edit]

[Show code]

Information on user management

Project roles
Every project has its own users table with the following roles and incremental permissions.

- OBSERVER** Can find the project and see project metadata, but cannot search documents.
- METAREADER** Can also search documents, but only view document metadata. Project ADMINS can determine which fields are...



Giving Access

AmCAT

amcat4.labs.vu.nl/projects/comptext_sgc_827/users

AmCAT@VU SA Lab > comptext_sgc_827

Dashboard Data Fields Settings Users

Guest role NONE

Add user

Email

b.s.gilclavel@vu.nl

1 → OBSERVER

2 →

- OBSERVER
- METAREADER
- READER
- WRITER
- ADMIN

Create

Information o... Management

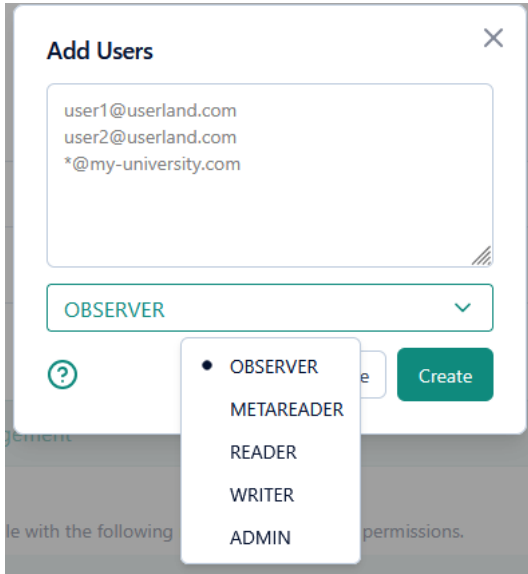
Project roles

Every project has its own users table with the following

OBSERVER Can find the project and see project metadata, but cannot search documents.



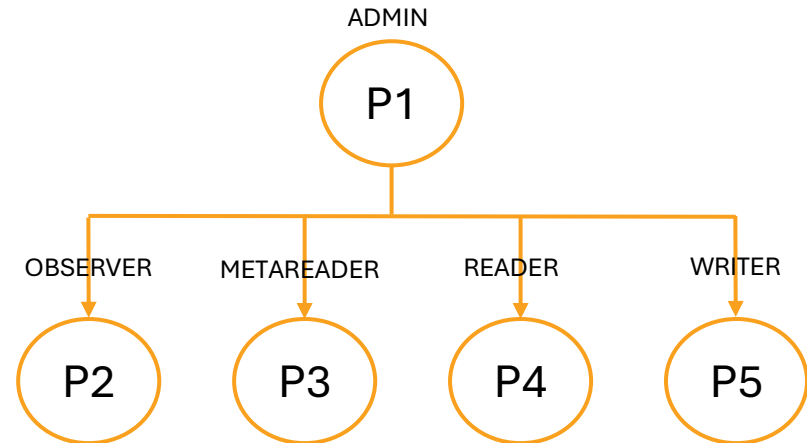
Giving Access



By default, you are ADMIN of your project.

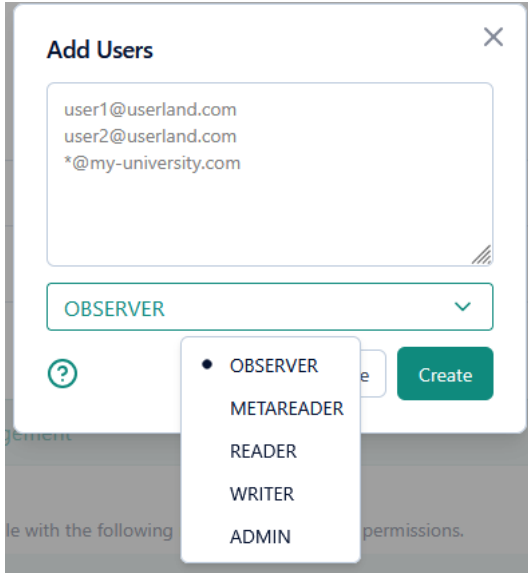
This allows you to:

- Upload documents.
- Delete documents and your project.
- Give other people access to your project.



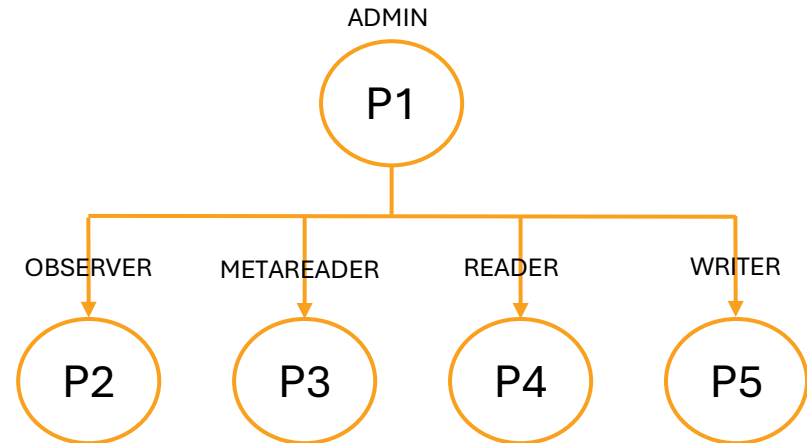


Giving Access



Exercise:

1. To each member in your team give access to your project using the different types of access.
2. Based on the access that the others gave you: What can you see of each project?





Giving Access

AmCAT@VU SA Lab > **comptext_sgc_827**

Dashboard Data Fields Settings **Users**

Guest role NONE

+ Add user

Email	Role
b.s.gilclavel@vu.nl	ADMIN
wouter.van.atteveldt@vu.nl	WRITER
k.welbers@vu.nl	
a.g.bollicimoreno@vu.nl	

Are you sure you want to delete this user? Type "yes"

type "yes" to confirm

Delete Cancel

You can always modify.

You can always delete.



Giving General Access

General users of the AmCAT server can check your data based on **the variables that you made visible** and **what you allow them to see.**

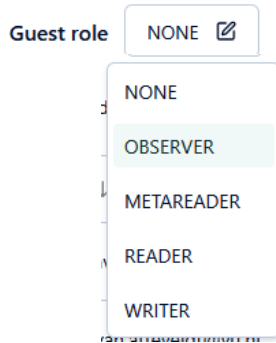
Guest role	Role	Visibility
NONE	NONE	
+	OBSERVER	
+	METAREADER	
+	READER	
+	WRITER	
wouter.van...	WRITER	☰
k.welbers@vu.nl	METAREADER	☰
a.g.bollicimoreno@vu.nl	READER	☰

METAREADER access
invisible

<> Show code

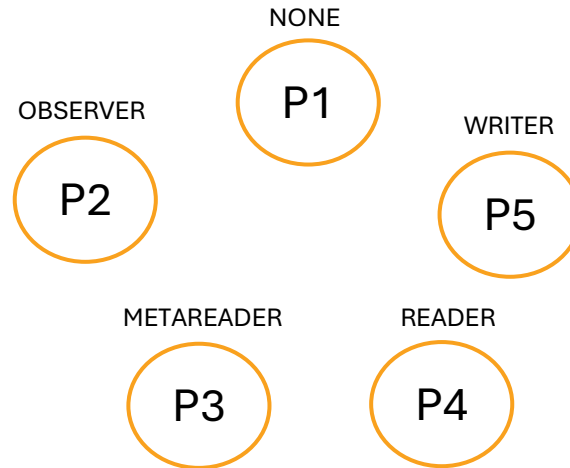


Giving General Access



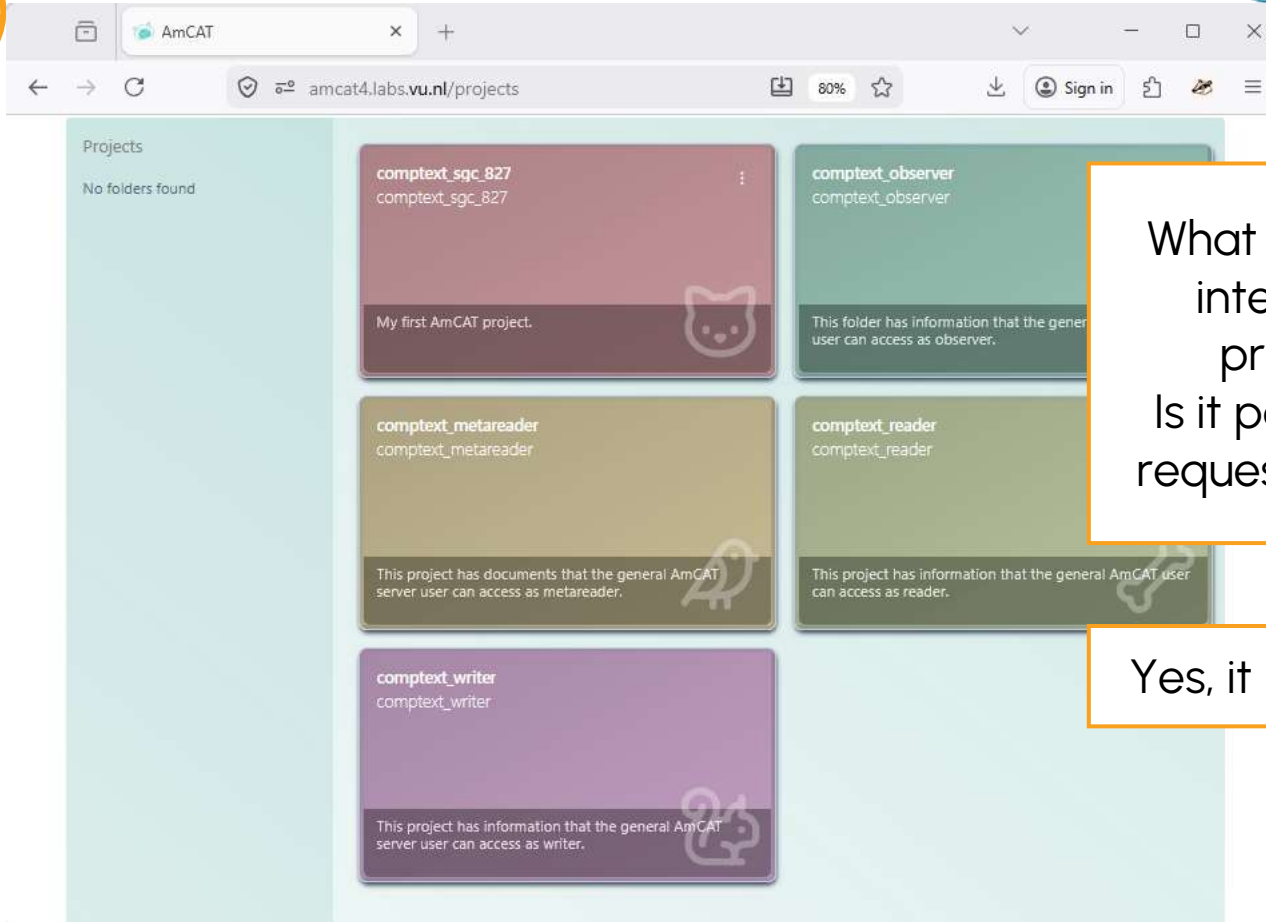
Exercise:

1. Each member of your team should choose one different type of "Guest role" for their project.
2. What can you see of each project?
3. What can you do in each project?





Requesting Access



What if I see an interesting project?
Is it possible to request access?

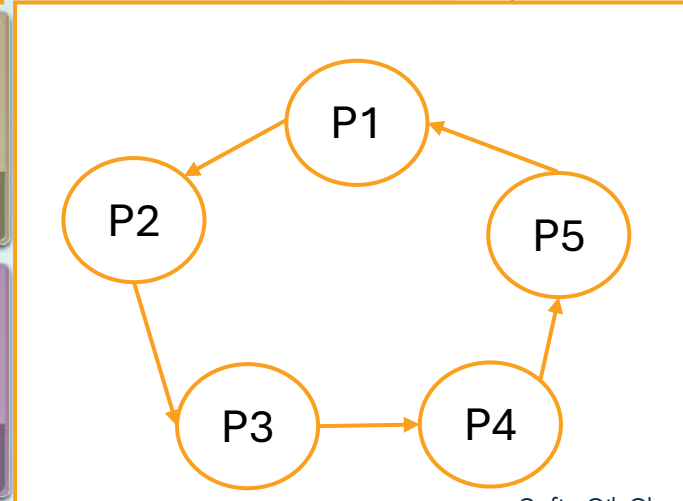
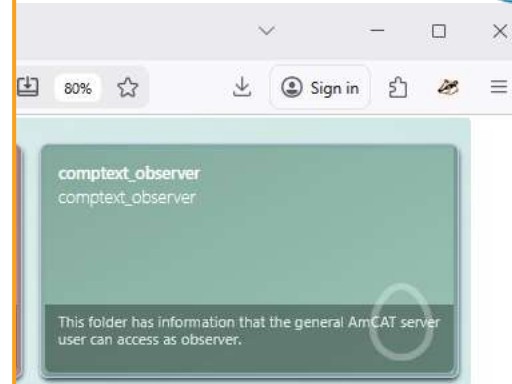
Yes, it is possible!



Requesting Access

Exercise:

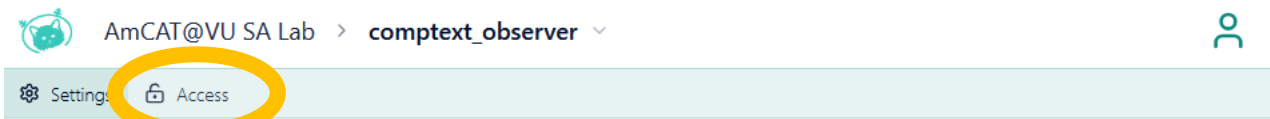
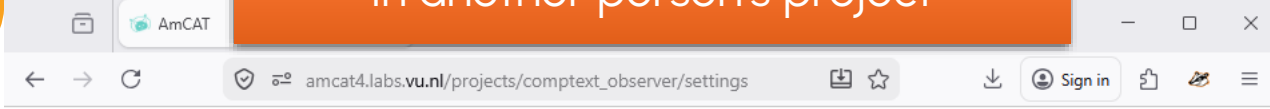
1. In your team, look for the **project of the person on your right**.
2. **Access it**.
3. **Wait** for the next instructions.





Requesting Access

In another person's project



comptext_observer

This folder has information that the general AmCAT server user can access as observer.

Folder (none)

Contact information
This project does not have public contact information.

Project ID comptext_observer
Size 498 Bytes

Information on project settings



Requesting Access



In another person's project

You have the **OBSERVER** role on this project. [?](#)

Request a role change

Select role **▼**

delete role

METAREADER

READER

WRITER

ADMIN

Message to administrator

You can add a message here to explain why you need this role.



Requesting Access

In another person's project

You have the **OBSERVER** role on this project.

Request a role change READER ▾

Message to administrator

1 → Dear Admin,
Could you please let me explore your data? Perhaps, we can collaborate.
- Sofia

→ Send request 2



Requesting Access



In another person's project

You have the **OBSERVER** role on this project. [?](#)

Role change request pending READER ▾

Message to administrator

Dear Admin,
Could you please let me explore your data? Perhaps, we can collaborate.
- Sofia

Update request



Accepting Requests



The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab" and it includes a navigation menu with "Projects", "Branding", "Server users", and "Snapshots". The main content area is titled "Projects" and contains two buttons: "Create new project" and "Import project". A search bar is located below the buttons. The project list is displayed in a card view, with the first card highlighted in dark grey. The card title is "ParLEE plenary speeches data set: AT" and the identifier is "parlee_at". Below the title, there is a link: "See <https://dataverse.harvard.edu/dataset.xhtml?persistentId=doi:10.7910/DVN/ZY3RV7>". A faint orange cat logo is visible in the bottom right corner of the highlighted card. A large orange arrow points from the right side of the browser window towards the notification bell icon in the top right corner of the page.



Accepting Requests



The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab" and the breadcrumb is "select project". A "Notifications" dialog box is open, displaying a request from user `b.s.gilclavel@vu.nl` for a `READER` role on the project `comptext_observer`. The request text reads: "Dear Admin, Could you please let me explore your data? Perhaps, we can collaborate. - Sofia". The dialog has tabs for "Server role", "Project role" (with a count of 1), and "Project" (with a count of 1). At the bottom of the dialog, it shows "0 / 2 requests evaluated" and buttons for "Submit decisions" and "Cancel".

1

2



Accepting Requests



The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab" and the breadcrumb is "select project". A "Notifications" dialog box is open, displaying a request from user `b.s.gilclavel@vu.nl` for the project `comptext_observer`. The request details are: "requests: READER role" and "for project: `comptext_observer`". The message text reads: "Dear Admin, Could you please let me explore your data? Perhaps, we can collaborate. - Sofia". At the bottom of the dialog, it says "1 / 2 requests evaluated" and there are two buttons: "Submit decisions" (highlighted with a yellow circle) and "Cancel".



Accepting Requests

AmCAT@VU SA Lab > **comptext_observer**

Settings Access

You have the **OBSERVER** role on this project. ?

Role change request pending READER ▾

Message to administrator

Dear Admin,
Could you please let me explore your data? Perhaps, we can collaborate.
- Sofia

Update request

AmCAT@VU SA Lab > **comptext_observer**

Dashboard Fields Access

You have the **READER** role on this project. ?

Request a role change select role ▾

Message to administrator

You can add a message here to explain why you need this role.

Send request





Using the API

**Let's have a
10 mins
break.**





We will cover

Access AmCAT in R



Uploading Data



Analyzing Data





Getting an API key

The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/projects`. The page title is "AmCAT@VU SA Lab" and the breadcrumb is "select project". The user is logged in as `b.s.gilclavel@vu.nl`. A yellow circle with the number "1" points to the user profile icon in the top right corner. A dropdown menu is open, showing options: "Sign-out", "API Keys", "Take Tour", "Light mode", and "About". A yellow circle with the number "2" points to the "API Keys" option. The main content area shows a "Projects" section with a search bar and a list of projects. The first project is `comptext_sgc_827` with the description "My first AmCAT project." and a small cat icon. A second project `comptext_observer` is partially visible below.



Getting an API key



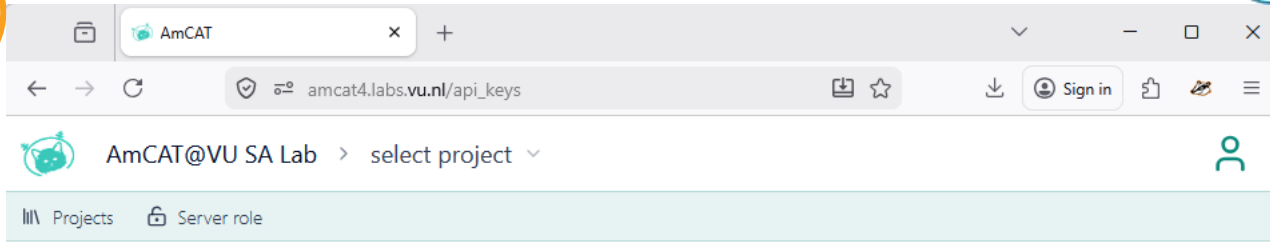
The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/api_keys`. The page title is "AmCAT@VU SA Lab" and the user is logged in as "select project". The navigation menu includes "Projects" and "Server role". A prominent blue button labeled "Create API Key" is circled in yellow. Below it is an information box titled "Information on API keys" which explains that an API key allows programmatic access to AmCAT without logging in. It also mentions that "Show code" buttons are available for generating Python and R code. At the bottom of the information box, there are links for `amcat4py` (Python) and `amcat4r` (R).



Getting an API key

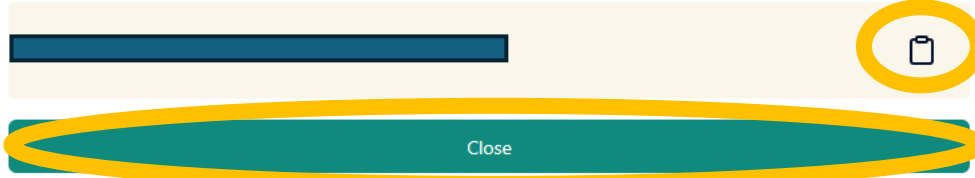


The screenshot shows a web browser window with the URL `amcat4.labs.vu.nl/api_keys`. The page title is "AmCAT@VU SA Lab" and the breadcrumb is "select project". The main content area has a header with "Projects" and "Server role" tabs. Below this, there are two input fields: "API Key Name*" with the value "comtext_project" and "Expiration date*" with the value "16 / 04 / 2027, 12:38". There are two dropdown menus: "restrict server role" set to "NONE" and "restrict project role" set to "Select role". Below these is a section for "Custom project role restrictions (overrides restrict project role)" with an "Add project role" button. At the bottom right, there are two buttons: "Create API Key" (highlighted with a yellow circle) and "Cancel".



API Key Created

Please copy and store your API key securely. You won't be able to see it again!



Copy the key
and save it in
your computer.

Getting an API key



R/RStudio

1. Open R, Rstudio, or whatever software you use to interact with R.
2. Open and save the R-script where you will be working.
3. Let me know when you are ready to continue.



Access AmCAT in R

```
1 remotes::install_github("ccs-amsterdam/amcat4r")
```



Access AmCAT in R

```
remotes::install_github("ccs-amsterdam/amcat4r")
```

2

```
library(amcat4r)
```



Access AmCAT in R

```
remotes::install_github("ccs-amsterdam/amcat4r")
```

```
library(amcat4r)
```

3

```
amcat_login(server="https://amcat4.labs.vu.nl/api",  
            api_key = "")
```



Access AmCAT in R



```
remotes::install_github("ccs-amsterdam/amcat4r")  
  
library(amcat4r)  
  
amcat_login(server="https://amcat4.labs.vu.nl/api",  
            api_key = "[REDACTED]")
```

```
Console Terminal Background Jobs  
R • R 4.4.2 • C:/Users/oaef94/OneDrive - Vrije Universiteit Amsterdam/ManagingLab/LabSoftware/LabSoftware/  
> amcat_login(server="https://amcat4.labs.vu.nl/api",  
+             api_key = "[REDACTED]")  
Discarding pre-4.1 authentication tokens  
Should the amcat token be stored only in memory (more secure) or encrypted on disk (more convenient as authentication does not need to be repeated in a new R session)?  
  
1: store on disk (less secure)  
2: store only in memory (less convenient)  
3: Authenticate each time  
selection: 2
```



We will cover

Access AmCAT in R



Uploading Data



Analyzing Data





Uploading Data

For this part, I will upload the Jane Austen's books. For this, I will use the project that I already created:



```
get_fields("comptext_sgc_827")$name  
  
> get_fields("comptext_sgc_827")$name  
[1] "author" "chapter" "id" "text"  
[5] "title" "year"
```

As long as I upload documents that have these fields, AmCAT will be able to process them.



Uploading Data

For this part, I will upload the Jane Austen's books. For this, I will use the project that I already created:

```
> get_fields("comptext_sgc_827")$name  
[1] "author" "chapter" "id" "text"  
[5] "title" "year"
```

```
> names(JA_BOOKS)  
[1] "text" "title" "author" "chapter"  
[5] "year" "id"
```

```
upload_documents(index = "comptext_sgc_827",  
documents=JA_BOOKS)
```



Uploading Data

Using the function `upload_documents()`, you could also upload more documents to your project.

I do not recommend to this today, because we would saturate the server. (:



We will cover

Access AmCAT in R



Uploading Data



Analyzing Data





Analyzing Data

`list_indexes()`

`list_indexes()$id`

Yes, index is the same
as project.

```
> list_indexes()$id
[1] "comptext_metareader" "comptext_observer"
[3] "comptext_writer"    "comptext_reader"
[5] "comptext_sgc_827"
```



Analyzing Data

```
query_documents(index="comtext_sgc_827",  
               queries = "text:countenance OR text:felicity",  
               fields=c("year", "title"))
```

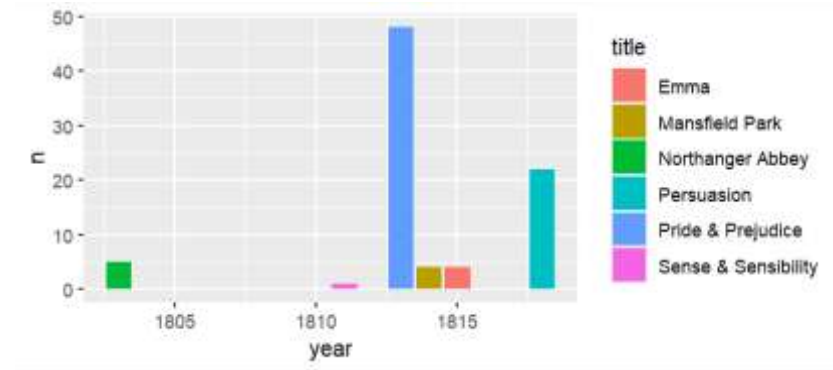
You can
use REGEX.

You can
retrieve any
of the fields.



Analyzing Data

```
query_documents(index="comptext_sgc_827",  
               queries = "text:countenance OR text:felicity",  
               fields=c("year", "title"))%>%  
  group_by(title,year)%>%  
  count()%>%  
  ggplot(aes(x=year,y=n,fill=title))+  
  geom_col()
```





Sofia Gil-Clavel



<https://sofiag1l.github.io/>