

2011



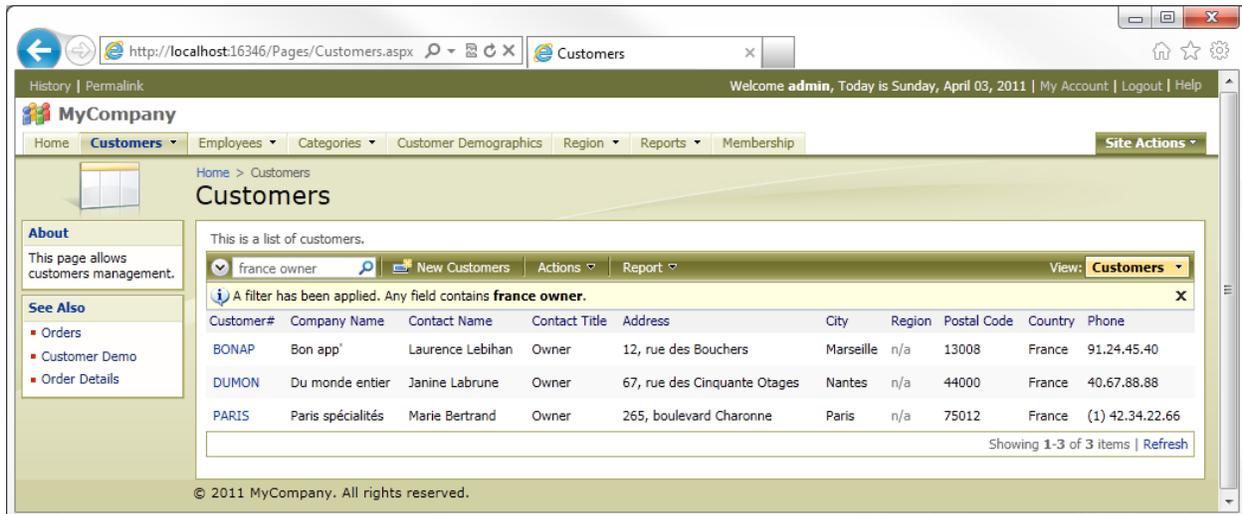
USER GUIDE

Searching in Code On Time Applications

One of the most important functions in any database application is the ability to find data quickly and easily. In *Code On Time* web applications, there are many ways to find the data you need.

Quick Find

The easiest method is the *Quick Find* box, located in the top left corner of the record list. This will search every field for any combination of search terms. For example, we can search *Customers* for an *owner* from *France* with the term “france owner.”

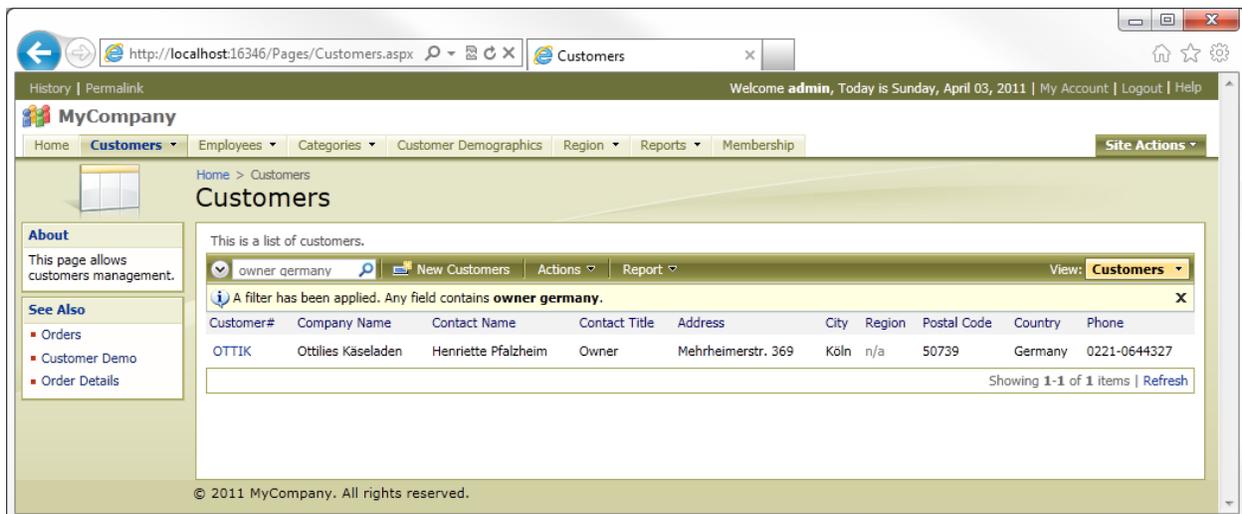


The screenshot shows a web browser window displaying the 'Customers' page of the 'MyCompany' application. The search bar at the top left contains the text 'france owner'. Below the search bar, a message states: 'A filter has been applied. Any field contains france owner.' The table below displays three customer records:

Customer#	Company Name	Contact Name	Contact Title	Address	City	Region	Postal Code	Country	Phone
BONAP	Bon app'	Laurence Lebihan	Owner	12, rue des Bouchers	Marseille	n/a	13008	France	91.24.45.40
DUMON	Du monde entier	Janine Labrune	Owner	67, rue des Cinquante Otages	Nantes	n/a	44000	France	40.67.88.88
PARIS	Paris spécialités	Marie Bertrand	Owner	265, boulevard Charonne	Paris	n/a	75012	France	(1) 42.34.22.66

Showing 1-3 of 3 items | Refresh

We can also find *German owners* by searching “owner germany”.

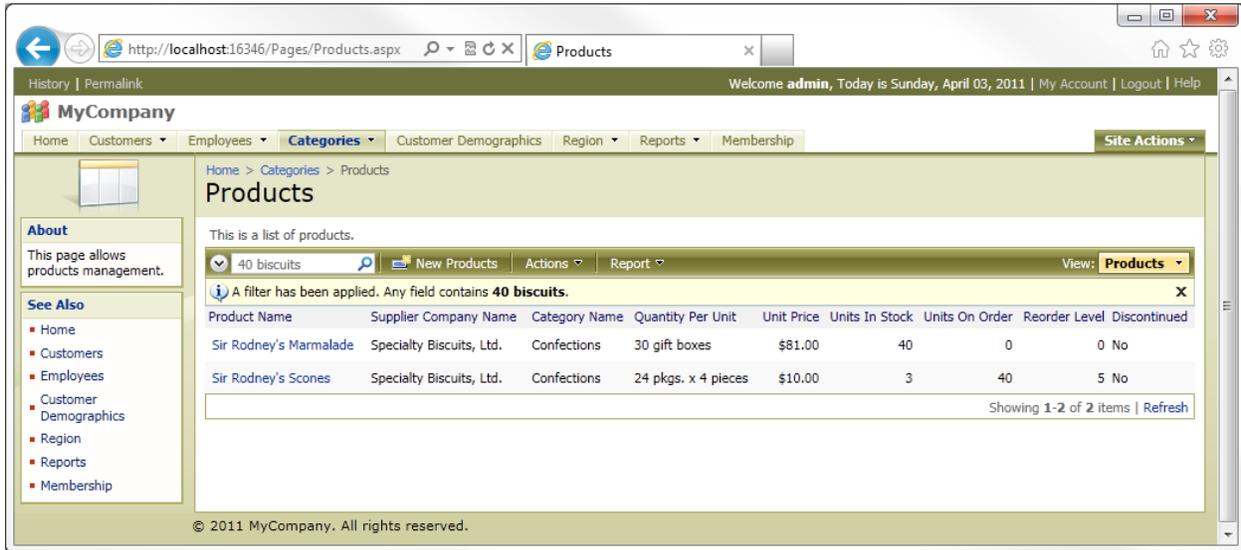


The screenshot shows the same 'Customers' page with the search bar containing 'owner germany'. The message below the search bar reads: 'A filter has been applied. Any field contains owner germany.' The table below displays one customer record:

Customer#	Company Name	Contact Name	Contact Title	Address	City	Region	Postal Code	Country	Phone
OTTIK	Ottiles Käseladen	Henriette Pfalzheim	Owner	Mehrheimerstr. 369	Köln	n/a	50739	Germany	0221-0644327

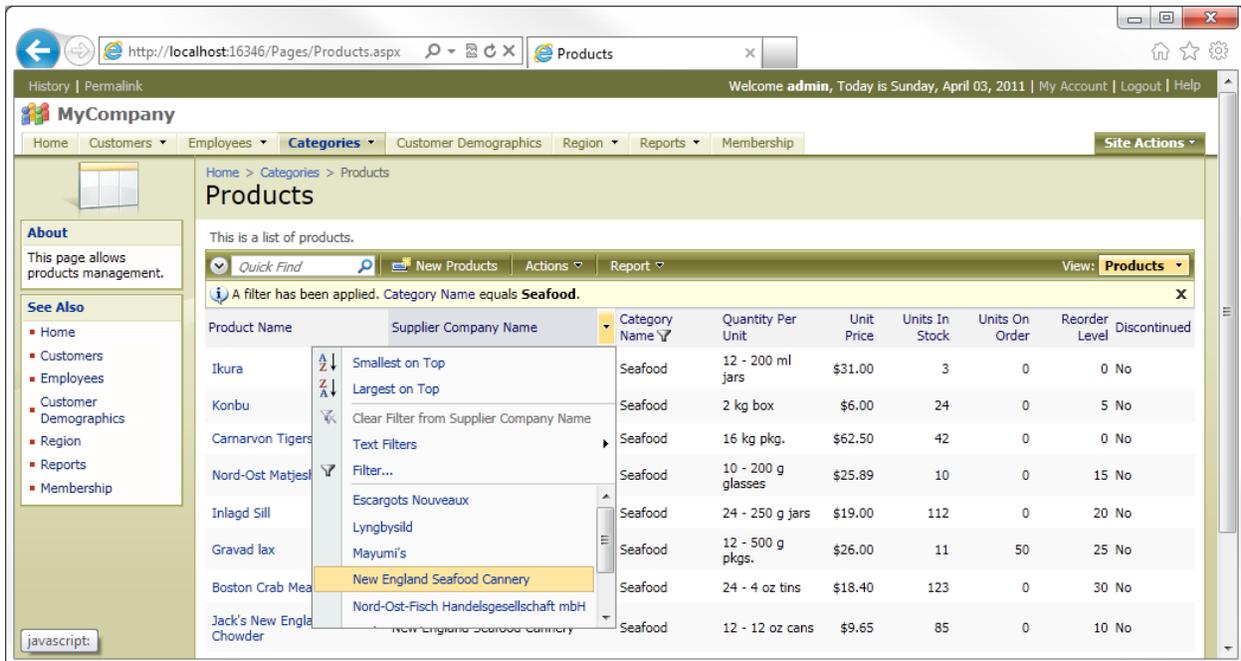
Showing 1-1 of 1 items | Refresh

Numbers can be used as well. If we search “40 biscuits” in *Products*, we will find everything that has “40” and “biscuits” in the record.

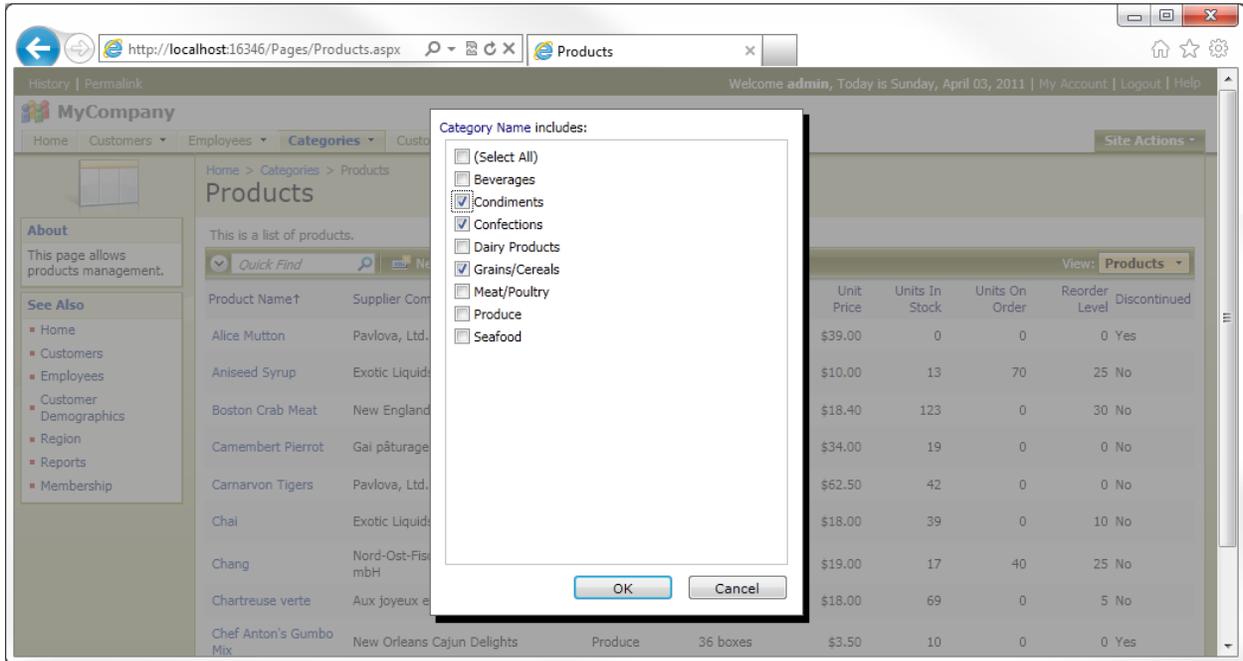


Adaptive Filters

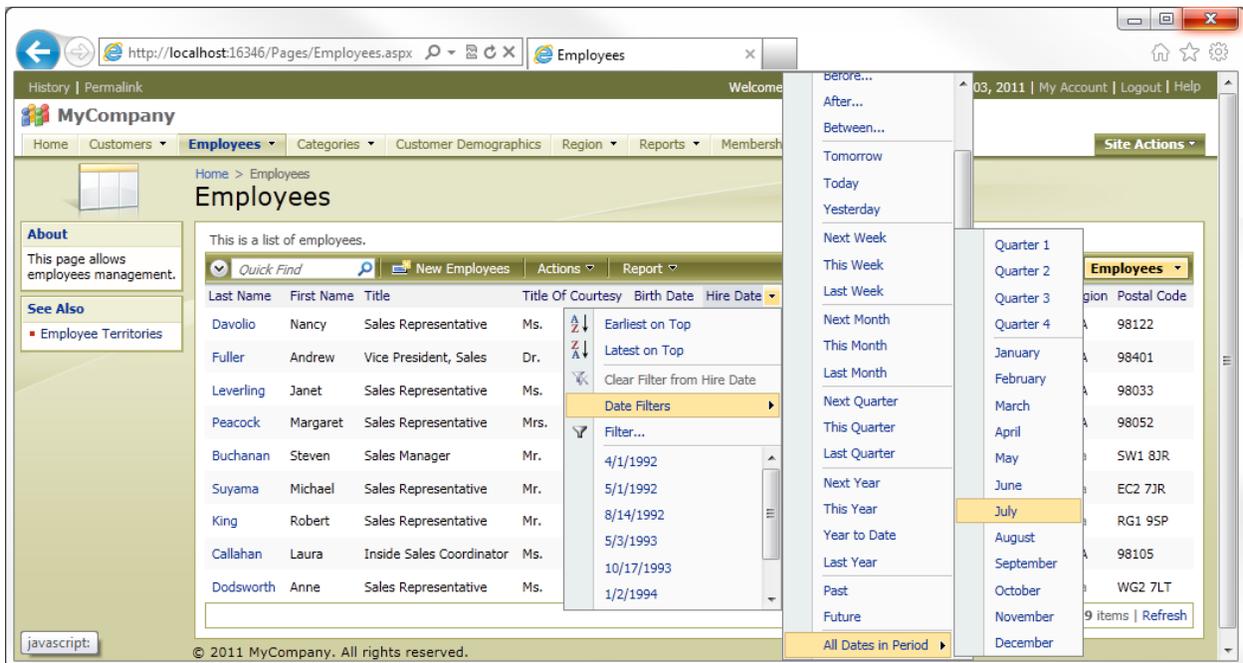
You can also click on any of the column headers to access filtering options. Select an item in the list to filter by that item. This filtering is adaptive – the next filter you apply will only display relevant options. For example, if you select the “Seafood” *Category Name* filter and view *Supplier Company Name* filters, only companies that sell seafood will be displayed.



If you press the *Filter...* button on the dropdown, this will present you a checkbox list of all filtering options in that column.

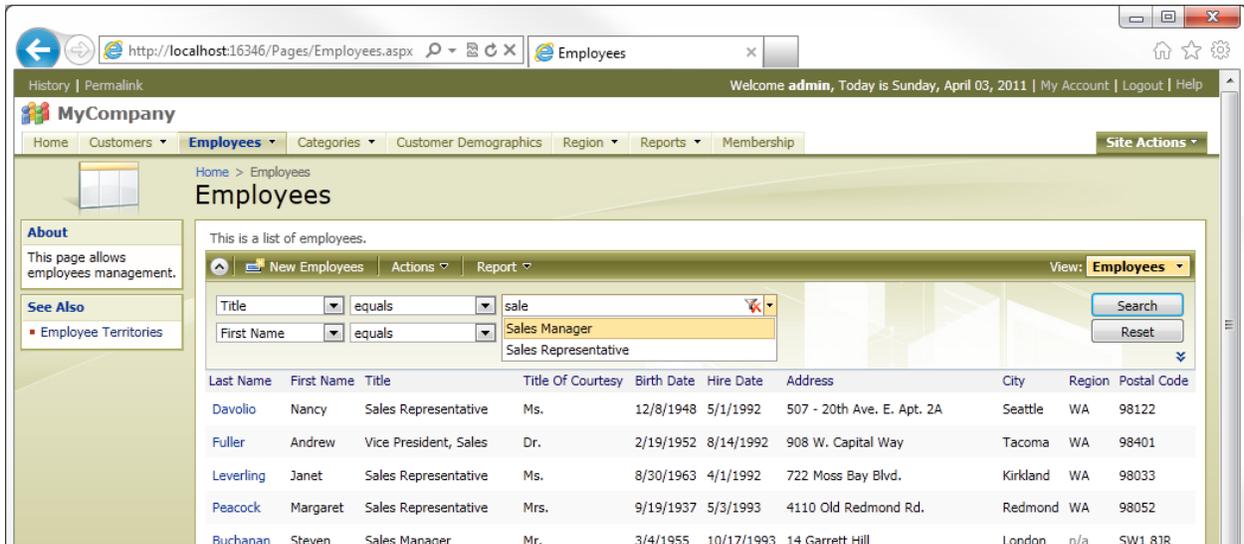


There are also custom filters. These are dependent on the data type. The custom filters for dates are shown below.



Search Bar

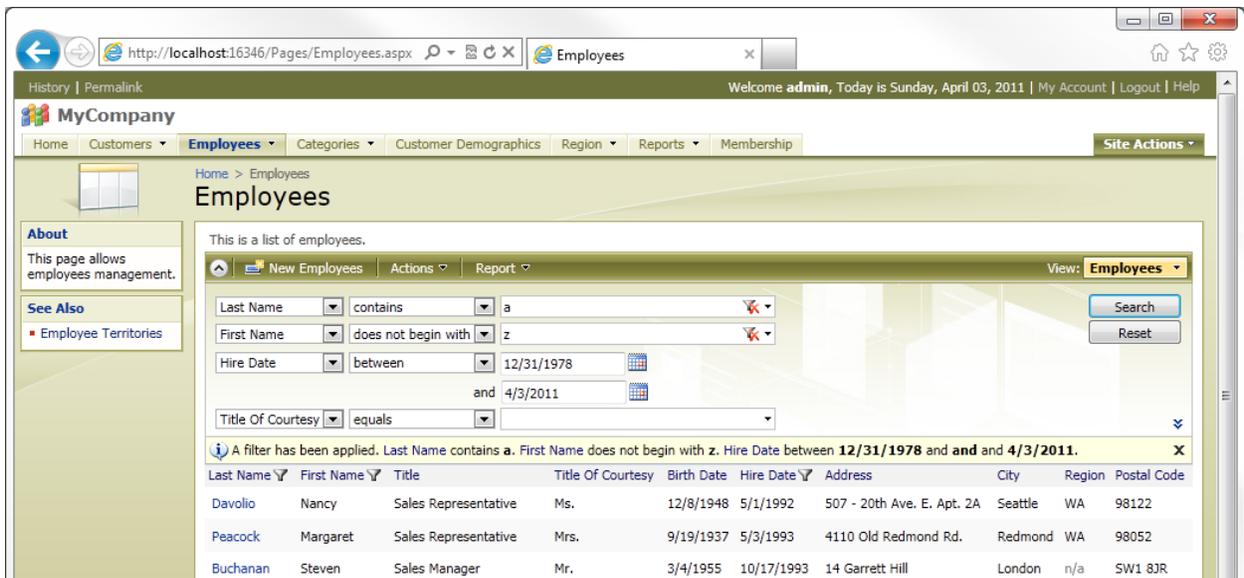
You can also click on the downward facing chevron in the top left corner of the record list to activate the search bar. The search bar can be used to perform any type of search on any of the visible fields in the record list. Select the field to search in the first dropdown, the type of search in the second dropdown, and the search parameter in the auto-completing textbox.



The screenshot shows the 'Employees' page in a web browser. The search bar is active, with 'Title' selected in the first dropdown, 'equals' in the second, and 'sale' in the text input. A dropdown menu is open below the text input, showing 'Sales Manager' and 'Sales Representative'. The 'Search' button is visible to the right of the search bar. Below the search bar is a table of employees.

Last Name	First Name	Title	Title Of Courtesy	Birth Date	Hire Date	Address	City	Region	Postal Code
Davolio	Nancy	Sales Representative	Ms.	12/8/1948	5/1/1992	507 - 20th Ave. E. Apt. 2A	Seattle	WA	98122
Fuller	Andrew	Vice President, Sales	Dr.	2/19/1952	8/14/1992	908 W. Capital Way	Tacoma	WA	98401
Leverling	Janet	Sales Representative	Ms.	8/30/1963	4/1/1992	722 Moss Bay Blvd.	Kirkland	WA	98033
Peacock	Margaret	Sales Representative	Mrs.	9/19/1937	5/3/1993	4110 Old Redmond Rd.	Redmond	WA	98052
Buchanan	Steven	Sales Manager	Mr.	3/4/1955	10/17/1993	14 Garrett Hill	London	n/a	SW1 8JR

You can remove parameters by selecting (*delete*) from the field name dropdown. A parameter can be added by clicking on the double down facing chevrons underneath the *Reset* button.



The screenshot shows the 'Employees' page with the search bar containing multiple filters. The filters are: 'Last Name' contains 'a', 'First Name' does not begin with 'z', and 'Hire Date' between '12/31/1978' and '4/3/2011'. A yellow notification bar at the bottom of the search area states: 'A filter has been applied. Last Name contains a. First Name does not begin with z. Hire Date between 12/31/1978 and and 4/3/2011.' The 'Search' button is visible to the right of the search bar. Below the search bar is a table of employees.

Last Name	First Name	Title	Title Of Courtesy	Birth Date	Hire Date	Address	City	Region	Postal Code
Davolio	Nancy	Sales Representative	Ms.	12/8/1948	5/1/1992	507 - 20th Ave. E. Apt. 2A	Seattle	WA	98122
Peacock	Margaret	Sales Representative	Mrs.	9/19/1937	5/3/1993	4110 Old Redmond Rd.	Redmond	WA	98052
Buchanan	Steven	Sales Manager	Mr.	3/4/1955	10/17/1993	14 Garrett Hill	London	n/a	SW1 8JR

The search can be cleared by pressing the X on the right side of the yellow notification bar. Individual parameters can be cleared by pressing the *Clear Filter* icon on the right side of each field. The *Reset* button will reset the parameters to the previously entered search.

By default, fields not displayed in the grid view will not be searchable. This can be changed in the *Designer* with the *Search Mode* property.