ScotEID Library

How to combine search criteria

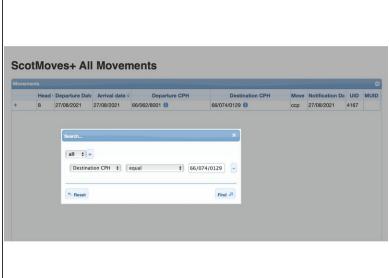
Combining search criteria for searching more than one than data element or multiple data elements for a range of values

Written By: Debbie Dow

	79/449/0037	19/09/2022	UK5
	71/255/0004	19/09/2022	UK5
	69/202/0023	19/09/2022	UK5
	83/524/0028	19/09/2022	UK5
	69/185/0015	19/09/2022	UK5
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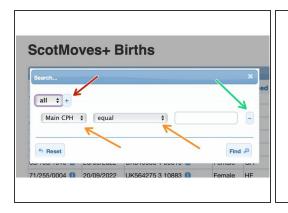
Step 1 — The search box

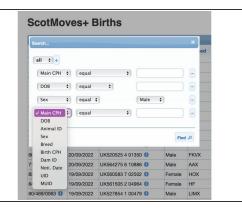




- On all table views there is a small magnifying glass icon in the bottom left.
- Click on the icon for the search box.
- A search box appears.

Step 2 — Adding and selecting search options

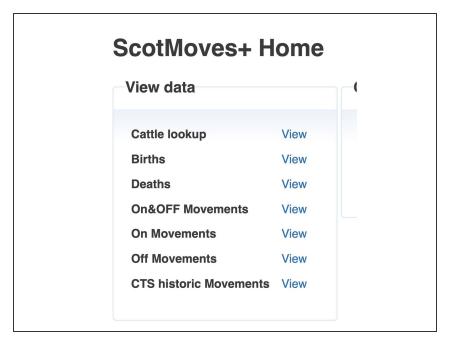






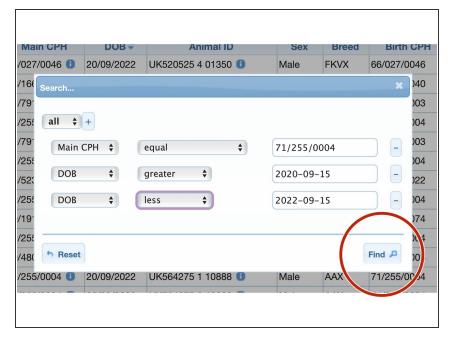
- This '+' adds another criteria to the search
- These double arrows indicate drop down boxes are available to select the data element and the qualifier.
- Clicking here removes the line from the search.

Step 3 — An example - born on holding a year either side of DoB



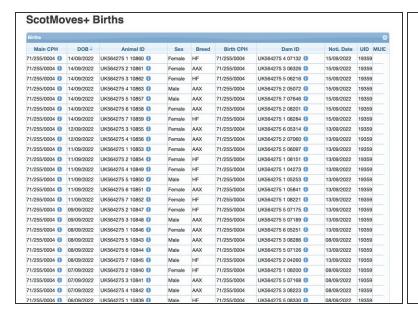
 Select the table to select from - in this example - Births

Step 4 — Building the search criteria



- Add a line for each of the search criteria required using the '+' and selecting from the drop down boxes
- Click the 'Find' button to search

Step 5 — Search results





- The search results are returned in a table
- There is an option to download your search results into a csv.

If you require further assistance, please contact ScotEID on 01466 794323.