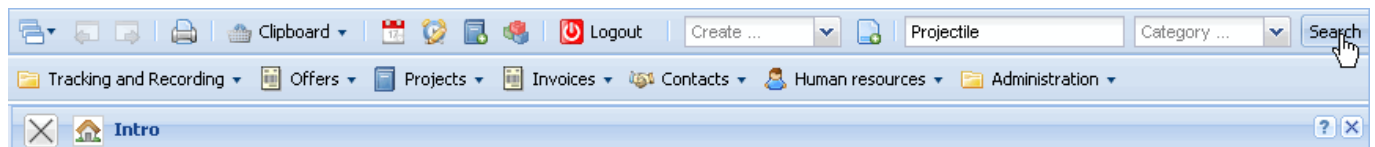


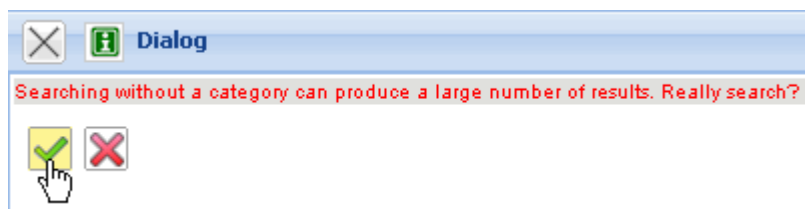
[previous](#) [Home](#) [next](#)

## 3.02.5 Search and Find

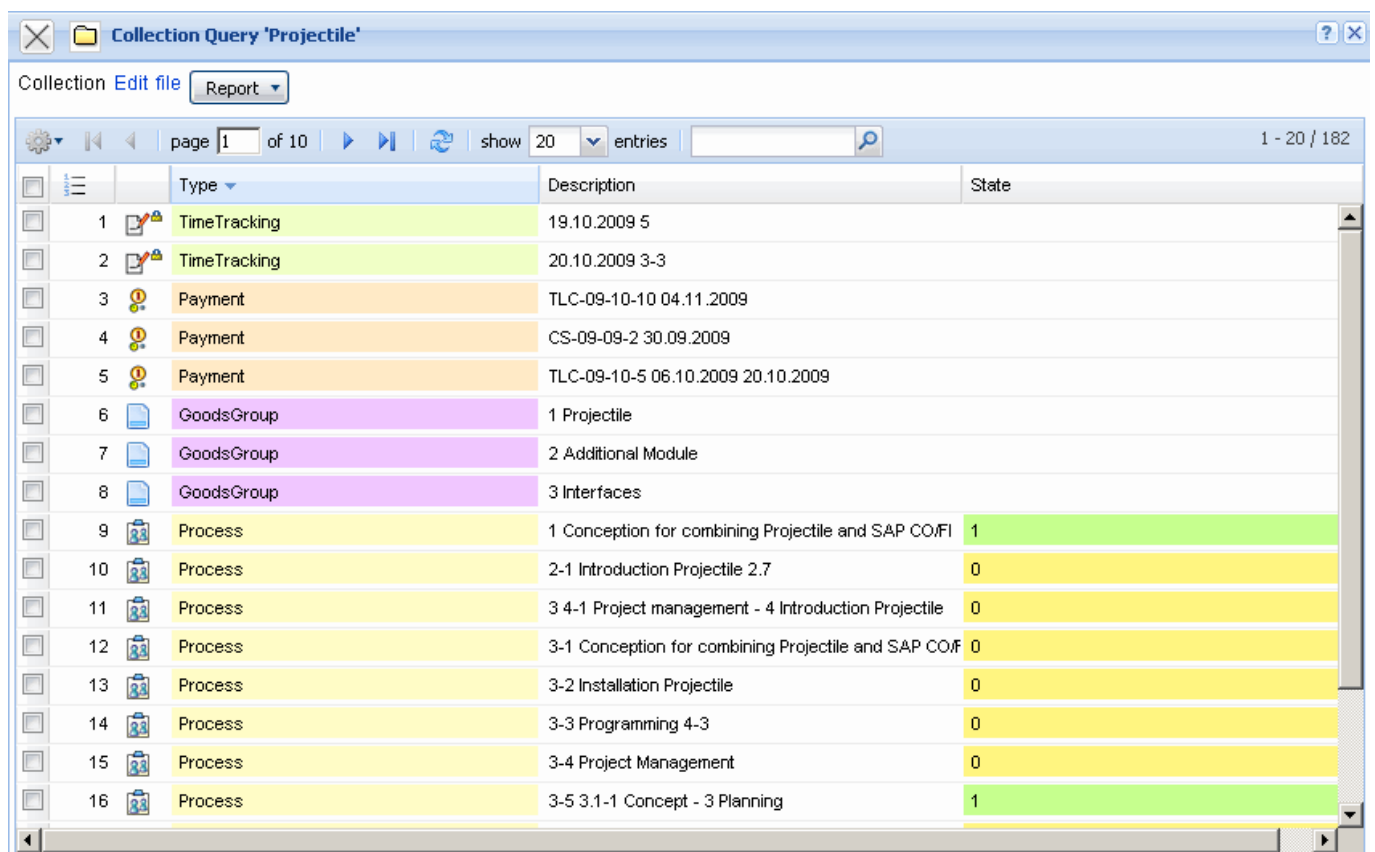
The search engine finds searched data. Through entering a search string in the quick search field (here, Projectile) and clicking the magnifying glass, the complete data pool can be searched using this string.



Since a query search can take some time to search all the data in the system, an appropriate warning is displayed.



The following illustration displays a possible return list in the search query: In the return list all documents are listed, in which the defined search string "Projectile" exists.



These return lists can be changed for further usage ...

The screenshot shows the 'Collection Query 'Projectile'' interface. At the top, there are buttons for 'Collection', 'Edit file', and 'Report'. Below these is a navigation bar with 'page 1 of 10', 'show 20 entries', and a search icon. The main area contains a table with the following data:

| Type         | Description    | State |
|--------------|----------------|-------|
| TimeTracking | 19.10.2009 5   |       |
| TimeTracking | 20.10.2009 3-3 |       |

.. and saved ("Projectile Query").

The screenshot shows the 'Collection Query 'Projectile'' interface with the 'Save the document' dialog open. The dialog has fields for 'Name' (125810578891), 'ID' (125810578891), and 'Description' (Query 'Projectile'). Below the dialog is a table with the same data as the previous screenshot:

| Type         | Description    | State |
|--------------|----------------|-------|
| TimeTracking | 19.10.2009 5   |       |
| TimeTracking | 20.10.2009 3-3 |       |

In the result set, the back and forward button and/or jump to first or last document can be found in the navigation bar. In the example, a result list of 294 entries are displayed, where the first 20 documents (1-20) are visible. Clicking the small triangle in the navigation bar ...

The screenshot shows the 'Collection Query 'Projectile'' interface with the 'next page' button highlighted. The navigation bar shows 'page 1 of 10', 'show 20 entries', and a search icon. The main area contains a table with the same data as the previous screenshots:

| Type         | Description    | State |
|--------------|----------------|-------|
| TimeTracking | 19.10.2009 5   |       |
| TimeTracking | 20.10.2009 3-3 |       |

... displays the next documents 21-60 automatically.

Collection Query 'Projectile'

all

Name ID 125810578891: Description Query 'Projectile'

Entries

page 2 of 10 show 20 entries 21 - 40 / 182

| Type              | Description            | State                                        |
|-------------------|------------------------|----------------------------------------------|
| Contract position | 2-1 Proje              |                                              |
| Contract          | descripti              |                                              |
| Contract          | Introdukt              |                                              |
| SalesPipeline     | 1 TLC Te               | ons Corporation                              |
| Todo              | Test jour              | ing 09.01.2009 10:00:00 12544 2 - Processing |
| Todo              | Test jour              | ed 16.10.2009 00:00:00 125568 1 - Recorded   |
| Todo              | To-do 2.4.1 - Recorded | 28.08.2009 12:00:00 12553590 1 - Recorded    |

Using the function show 20 entries further 20 results can be displayed (i.e. 40 after the first click). Using the functionality once again show 20 entries further 20 results per result list are displayed. Accordingly, the functionality show 5 entries reduces the amount of results in the result list.

... are displayed. Clicking a link in this result list (here, Projekt EP Einführung Projectile) ...

EP Implementation Projectile Projekt

EP.1 Planung Projekt

75 3.3 Implementation Project

76 7 Update Projectile Project

77 7.1 Introduction Accounting Project

... can be directly navigated to the appropriate document.

Projekt EP Implementation Projectile

Dokument Bearbeiten Ansicht Aktionen

Stammblatt
Beteiligte
Portfolio
Zeiten
Budget
Finanzen
Bestellung
Sonstiges
Alle

Projektinfo
Nummer EP Status abgeschlossen

Bezeichnung
Implementation Projectile

Projektzeitraum
von 09.02.2004 bis 05.03.2004

Oberprojekt

Unterprojekte

1 - 3 / 3

| <input checked="" type="checkbox"/> | Nummer | Bezeichnung | Status        |
|-------------------------------------|--------|-------------|---------------|
| <input type="checkbox"/>            | EP.1   | Planung     | abgeschlossen |
| <input type="checkbox"/>            | EP.2   | Customizing | abgeschlossen |
| <input type="checkbox"/>            | EP.3   | Einführung  | abgeschlossen |

Vorgänge

1 - 1 / 1

| <input checked="" type="checkbox"/> | Vorgangsnummer | Bezeichnung    |
|-------------------------------------|----------------|----------------|
| <input type="checkbox"/>            | EP-1           | Projektleitung |

Meilensteine
Keine Einträge

Fertigstellung

1 - 3 / 3

| <input checked="" type="checkbox"/> | Nummer | Fertigstellung |
|-------------------------------------|--------|----------------|
| <input type="checkbox"/>            | EP-A   | 30,00          |
| <input type="checkbox"/>            | EP-B   | 60,00          |
| <input type="checkbox"/>            | EP-C   | 100,00         |

Project 3.3 Implementation

Document
Edit
View
Back references
Actions

Master data
Involved persons
Portfolio
Status
Budget
Financial data
Order data
Documentation
Misc

Project number
Number 3.3 Status Closed live

Description
Implementation

Project start/end date
From 15.08.2009 To 16.10.2009

Parent project
3 Introduction Projectile

Subprojects

page 1 of 1

|                          | Number | Description              | Status      | Begin planning | End planning |
|--------------------------|--------|--------------------------|-------------|----------------|--------------|
| <input type="checkbox"/> | 3.3.1  | development of new proje | Closed live | 15.08.2009     | 16.10.2009   |

Processes

|   | Process number | Description   | Begin date planning | End date planning |
|---|----------------|---------------|---------------------|-------------------|
| 1 | 3.3-1          | Templates     | 15.08.2009          | 16.10.2009        |
| 2 | 3.3-2          | Reports       | 15.08.2009          | 16.10.2009        |
| 3 | 3.3-3          | Documentation | 15.08.2009          | 16.10.2009        |

Milestones

No entries

Grade of completion

|     | Number | State |
|-----|--------|-------|
| 1 % | 3.3-A  | 60,00 |

Using the functionality  in the window bar, an opened form can be reclosed.

The second example for using the document search displays the possibility of searching for a certain string within a document type (category), which further limits the search: In the example, the user would like a list of all documents of the job type, in which the string "Development" exists ...

Projectile 3.1 [core 3.1.19.0] Information Desire Software GmbH Basis - Microsoft Internet Explorer

Datei Bearbeiten Ansicht Favoriten Extras ?

Datei Ansicht Erfassung Unternehmensbereiche Tools Ablage Fenster

Suche Entwicklung Alle Arbeitspaket Finden

Liste Abfrage nach Arbeitspaket 'Entwicklung'

Liste bearbeiten ablegen Report

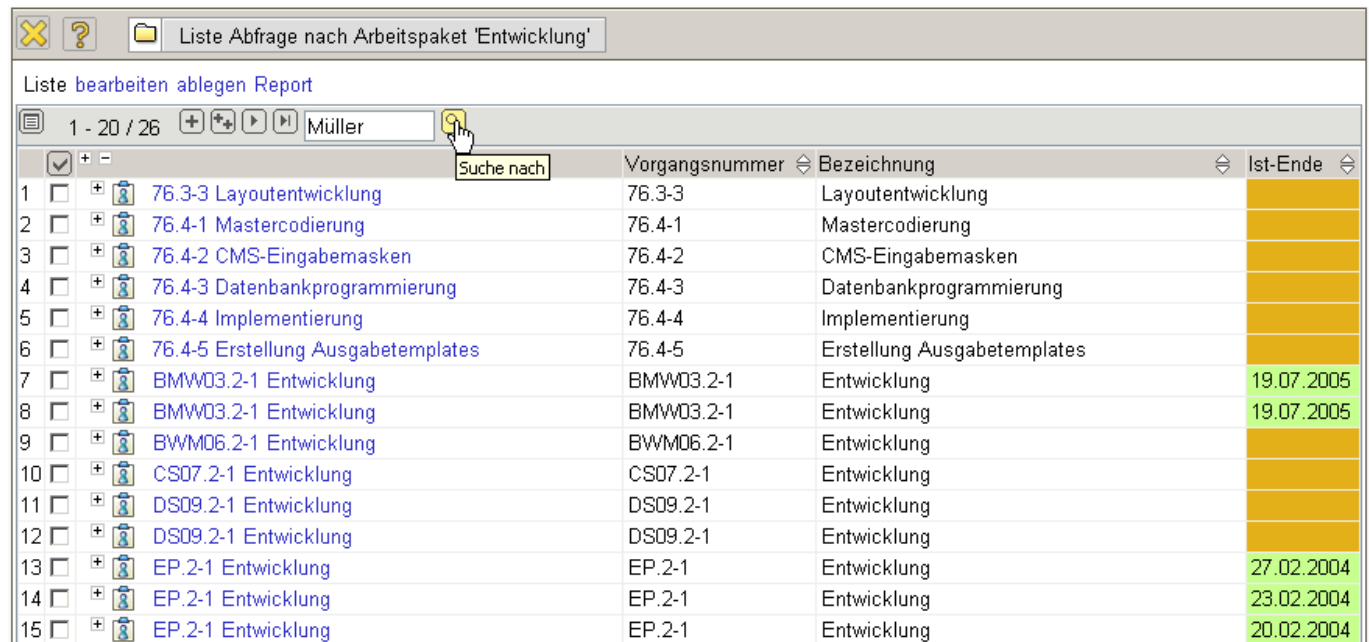
|    | Vorgangsnummer | Bezeichnung                                 | Ist-Ende   |
|----|----------------|---------------------------------------------|------------|
| 1  | 76.3-3         | Layoutentwicklung                           |            |
| 2  | 76.4-1         | Mastercodierung                             |            |
| 3  | 76.4-2         | CMS-Eingabemasken                           |            |
| 4  | 76.4-3         | Datenbankprogrammierung                     |            |
| 5  | 76.4-4         | Implementierung                             |            |
| 6  | 76.4-5         | Erstellung Ausgabemplates                   |            |
| 7  | BMW03.2-1      | Entwicklung                                 | 19.07.2005 |
| 8  | BMW03.2-1      | Entwicklung                                 | 19.07.2005 |
| 9  | BWMD6.2-1      | Entwicklung                                 |            |
| 10 | CS07.2-1       | Entwicklung                                 |            |
| 11 | DS09.2-1       | Entwicklung                                 |            |
| 12 | DS09.2-1       | Entwicklung                                 |            |
| 13 | EP.2-1         | Entwicklung                                 | 27.02.2004 |
| 14 | EP.2-1         | Entwicklung                                 | 23.02.2004 |
| 15 | EP.2-1         | Entwicklung                                 | 20.02.2004 |
| 16 | MM06.4-1       | Festlegen der Parameter des Entwurfs, Specs |            |
| 17 | MM06.4-2       | Zuordnen von Entwicklungspersonal           |            |
| 18 | MM06.4-3       | Entwickeln des Codes                        |            |
| 19 | MM06.4-4       | Testen                                      |            |
| 20 | MM06.4-5       | Interne Dokumentation                       |            |

nächste Seite

Lokales Intranet

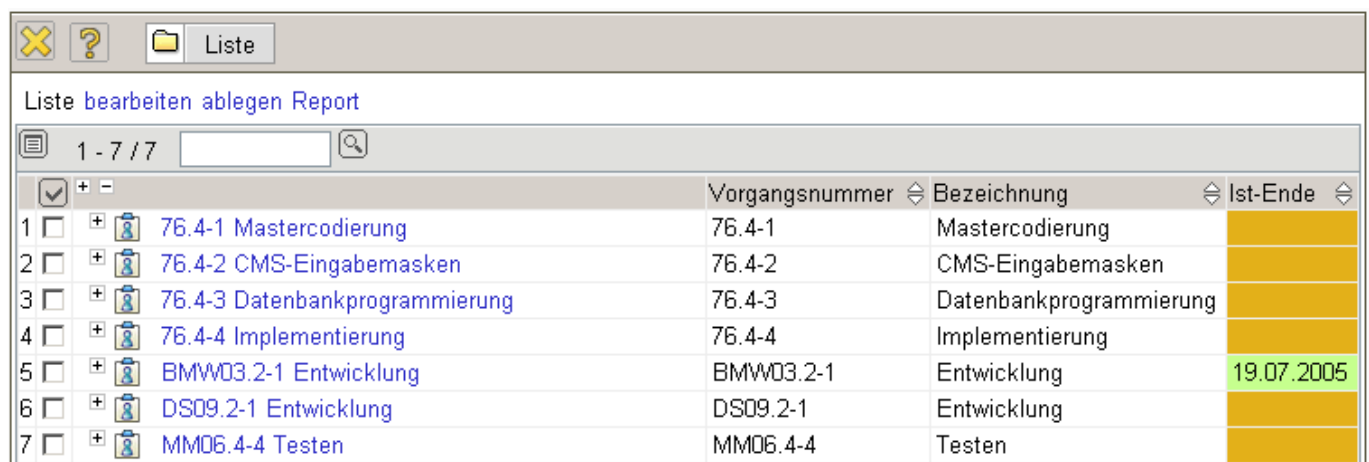
... and all jobs in the result list are displayed, which contain the term development. It is irrelevant if this string is in the description or in any other element of the document.

The search can be further limited within the result list. In the entry field a string can be entered and the be “found” for the row. After clicking on  ...



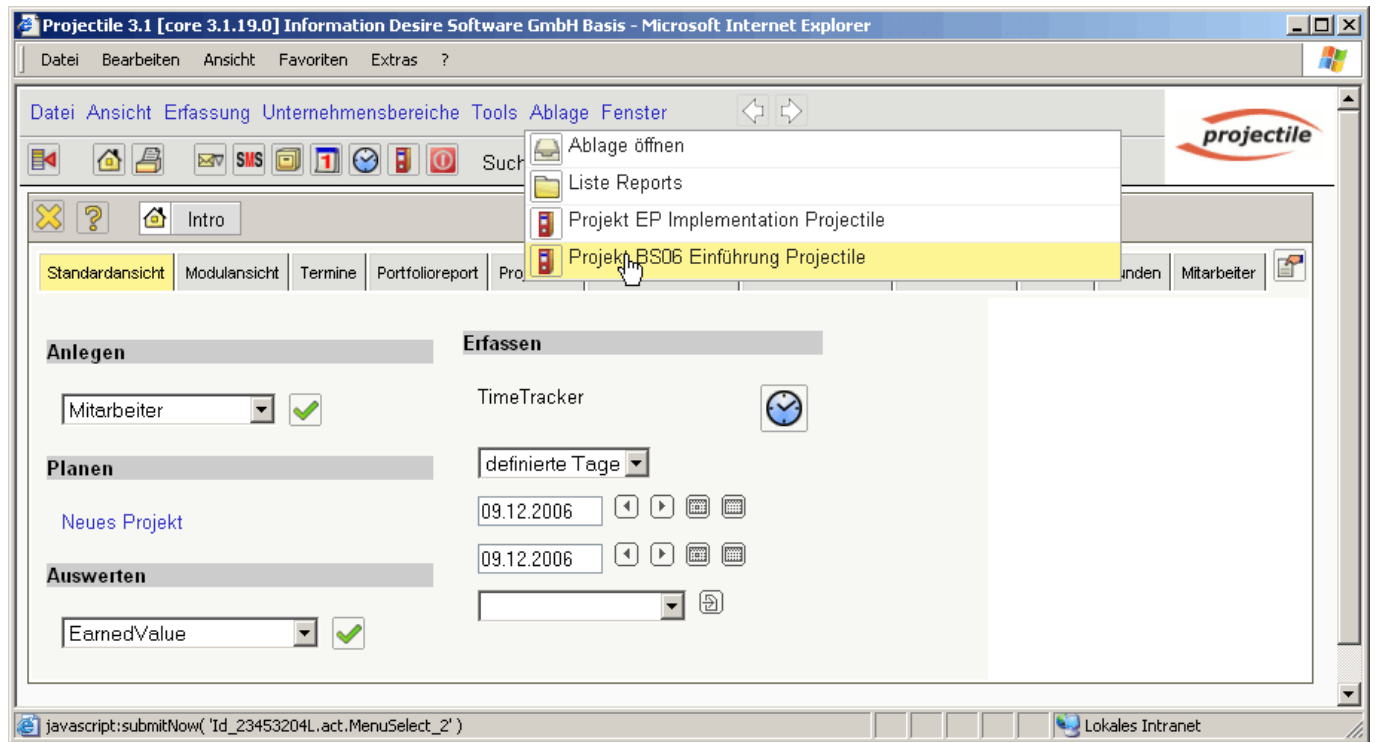
|    | Vorgangsnummer | Bezeichnung               | Ist-Ende   |
|----|----------------|---------------------------|------------|
| 1  | 76.3-3         | Layoutentwicklung         |            |
| 2  | 76.4-1         | Mastercodierung           |            |
| 3  | 76.4-2         | CMS-Eingabemasken         |            |
| 4  | 76.4-3         | Datenbankprogrammierung   |            |
| 5  | 76.4-4         | Implementierung           |            |
| 6  | 76.4-5         | Erstellung Ausgabemplates |            |
| 7  | BMW03.2-1      | Entwicklung               | 19.07.2005 |
| 8  | BMW03.2-1      | Entwicklung               | 19.07.2005 |
| 9  | BWM06.2-1      | Entwicklung               |            |
| 10 | CS07.2-1       | Entwicklung               |            |
| 11 | DS09.2-1       | Entwicklung               |            |
| 12 | DS09.2-1       | Entwicklung               |            |
| 13 | EP.2-1         | Entwicklung               | 27.02.2004 |
| 14 | EP.2-1         | Entwicklung               | 23.02.2004 |
| 15 | EP.2-1         | Entwicklung               | 20.02.2004 |

... the system searches within the return list ...



|   | Vorgangsnummer | Bezeichnung             | Ist-Ende   |
|---|----------------|-------------------------|------------|
| 1 | 76.4-1         | Mastercodierung         |            |
| 2 | 76.4-2         | CMS-Eingabemasken       |            |
| 3 | 76.4-3         | Datenbankprogrammierung |            |
| 4 | 76.4-4         | Implementierung         |            |
| 5 | BMW03.2-1      | Entwicklung             | 19.07.2005 |
| 6 | DS09.2-1       | Entwicklung             |            |
| 7 | MM06.4-4       | Testen                  |            |

A further possibility to find and open a document, is the personal clipboard. Through clicking on a link from the personal clipboard, a document can be directly opened.



From:

<https://infodesire.net/dokuwiki/> - **Projectile-Online-Handbuch**

Permanent link:

[https://infodesire.net/dokuwiki/doku.php?id=en:handbuch:kapitel\\_3:3.02.5\\_suchen\\_und\\_finden&rev=1258114411](https://infodesire.net/dokuwiki/doku.php?id=en:handbuch:kapitel_3:3.02.5_suchen_und_finden&rev=1258114411)

Last update: **2019/10/25 14:09**

