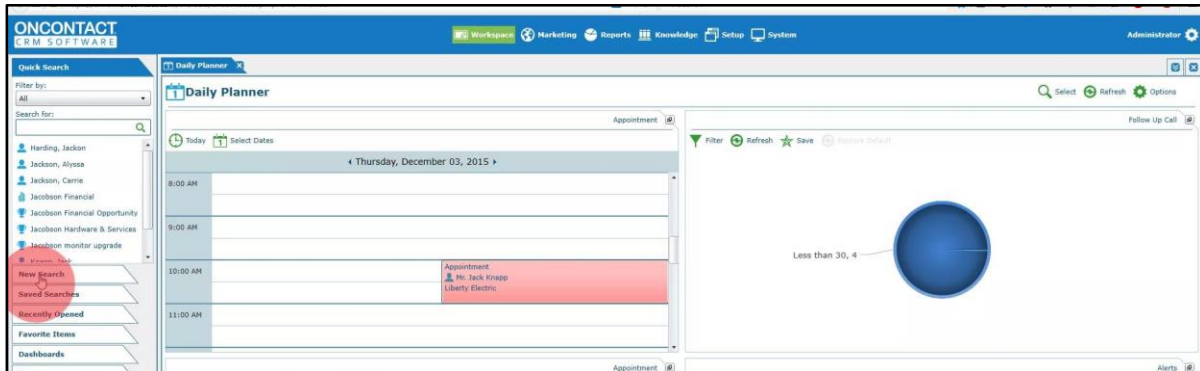
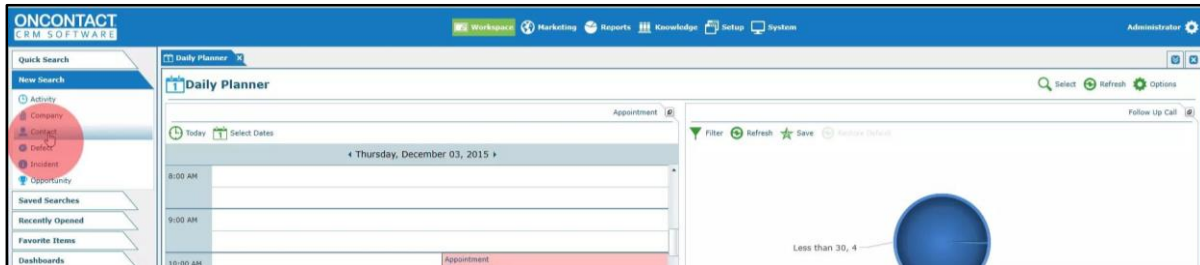


Add Fields to Search Criteria

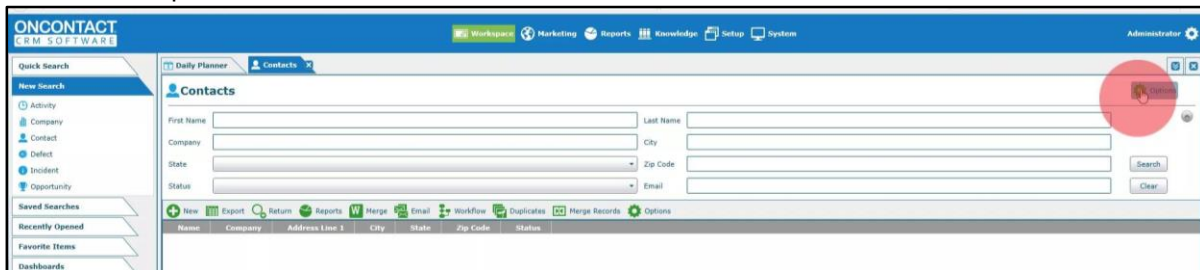
1. Left Click New Search



2. Select the type of record you want to search for. We selected Contact.



3. Left Click Options.

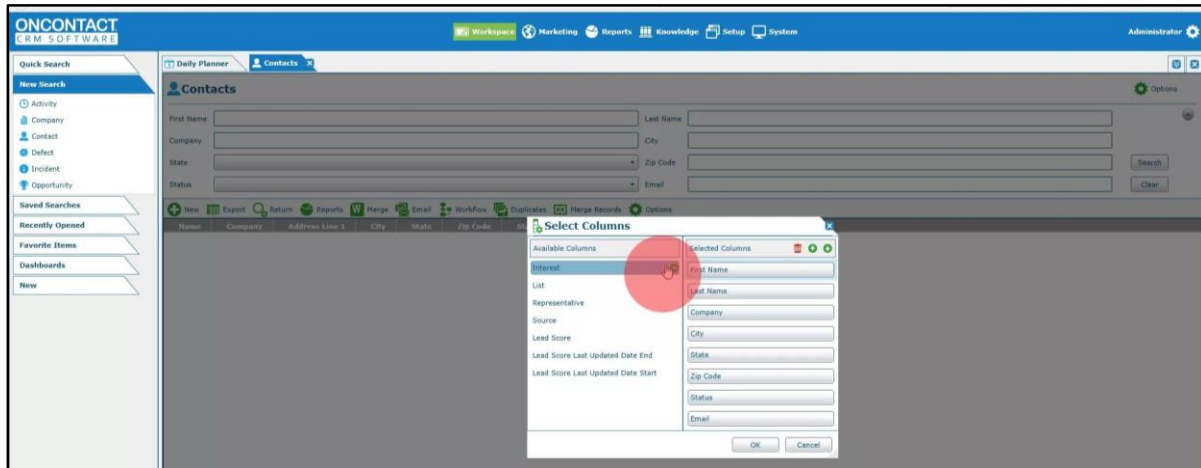


4. Left Click Select Columns.

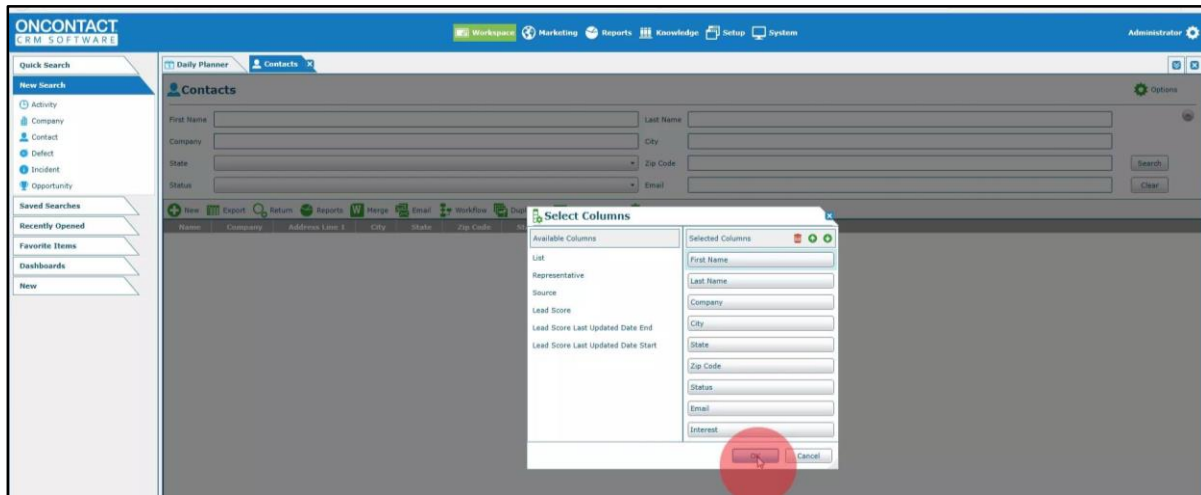


Add Fields to Search Criteria

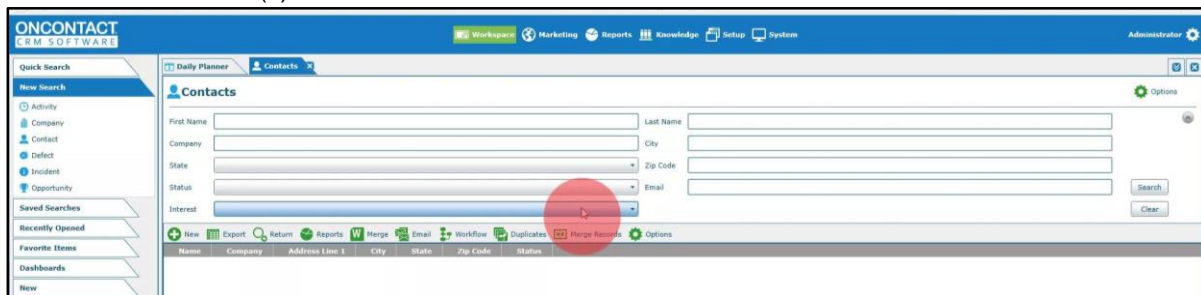
5. Left Click to select one or more additional fields you wish to search on. We selected Interest.



6. Left Click OK.

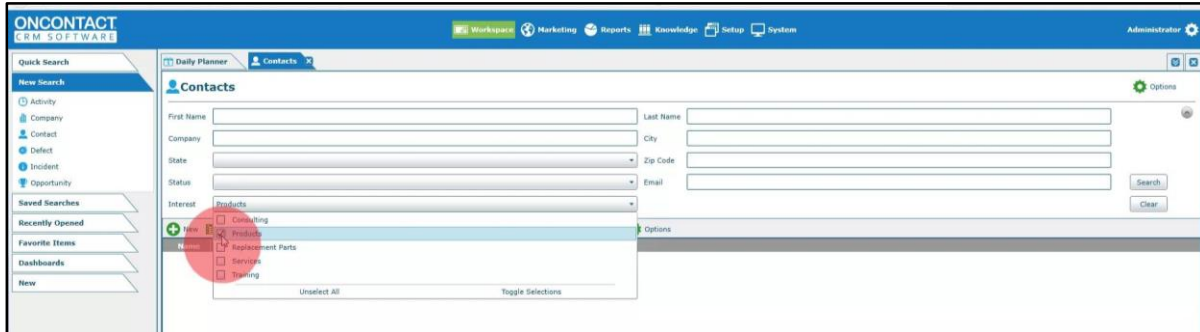


7. The additional field(s) is added to the search criteria.

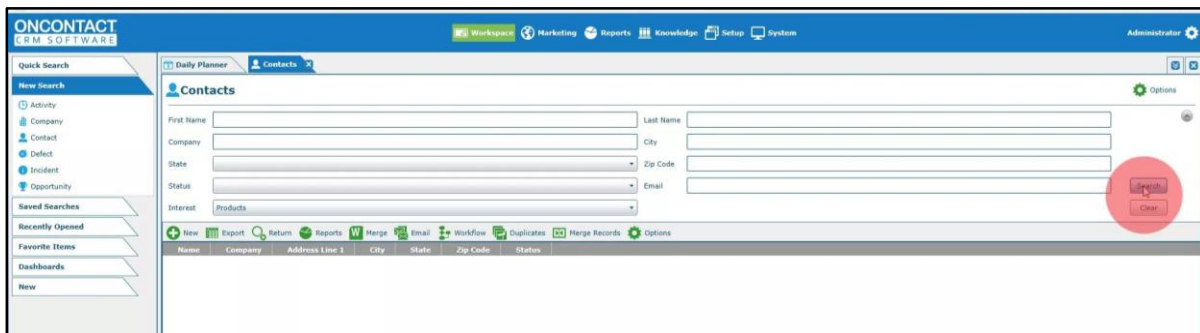


Add Fields to Search Criteria

8. Left Click to select the values you want to find.



9. Click Search.



10. Your search results are listed.

