How to Use Find

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How to Use Find

Find is the most advanced search method in Meridian.

It gives you complete flexibility for search scope, properties, and conditions.

Find can include referenced documents in its results and its results can be saved and shared with other users.

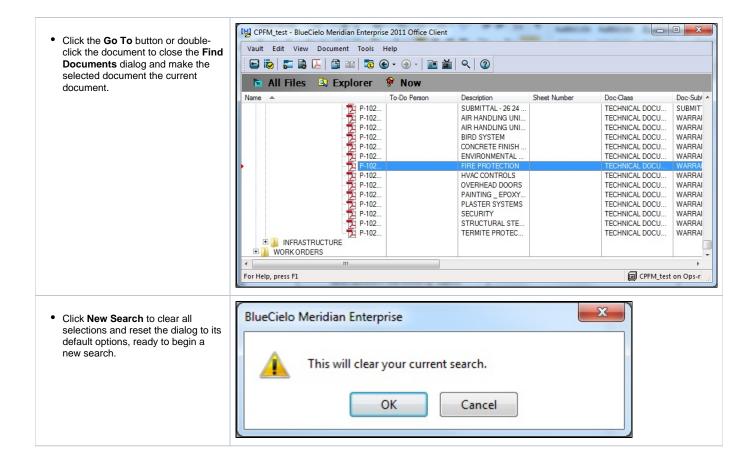
Make sure the Find Toolbar is showing	[M] CPFM - BlueCielo Meridian Enterprise 2013 PowerUser	
at the top of the application.		✓ Main toolbar
1. Right-click in the empty space	Vault Edit View Folder Tools Help	Find toolbar
next to the menu icons.	🖗 All Files 🖾 Explorer 🕑 Now	Manager toolbar
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2. Select Find Toolbar.	CPFM B ADMIN & STANDARDS	Viewer Ctrl+Alt+V
3. You should now see the Find	MASTERS PROJECTS	Properties Ctrl+Alt+P Shortcuts Ctrl+Alt+S
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		Search 'Originator Company Number' Search 'Originator Transmittal Description'
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