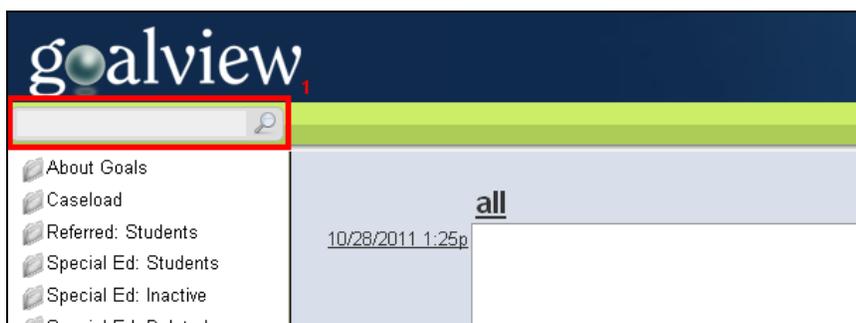


Global Find

In the top left of the screen, directly under the GoalView logo is a new Find tool. In the picture below you will see it highlighted in red.

To use this new tool, simply place your cursor into this box and begin to type the student's name you are looking for and then either hit your Enter key, or click the looking glass icon to the right of the search box.



After you have entered some data and executed a search, you will be presented with a grid of search results. Clicking on a row in this grid will navigate to that student.

GoalView Search

Search

You searched for: frey , Number of Results: 2

*Designates a non-searchable term.

First Name	Last Name	Attend School	Student ID	State ID	Gender	Disability	Program*	Status*	DOB	Grade	Teacher	Case Manager
Jessica R.	Frey	Beeman Elementary School	20061067	1195277	Female		General Ed	Active	04/30/2002	3rd Grade		
Susannah	Frey	Beeman Elementary School	15061053	1150627	Female		General Ed	Active	11/29/1996	7th Grade		

You can search by last name, first name, school name, student id, teacher name, etc. The items that you can't search on are designated in the grid by an asterisk.

Full Text Searching

The new Find utilizes a technology called "full text search". What this means is that when you search by a name, you will be presented with a list of students who have that name anywhere in their data.

This means that when you search on “john” you will be given a list of students:

- who have a first name of John,
- a last name of John,
- a last name of Johnson,
- a first name of Johnny
- who attend Johnson High School
- have a teacher/case manager who are named John.
- Etc.

First Name	Last Name	Attend School	Student ID	State ID	Gender
John	Bennett	Robinson Elementary School	18031254	1208305	Male
Kyle J.	Dubay	Mt Abraham Uhs #28	11600006	1263320	Male
John	Hatch	Mt Abraham Uhs #28	13100006	1240009	Male
Johnathan	Hill	Beeman Elementary School	16061015	1216979	Male
Elizabeth S.	Johnson	Beeman Elementary School	19061054	1216980	Female
Joshua	Johnson	Beeman Elementary School	16061017	1165122	Male
Rebecca	Johnston	Mt Abraham Uhs #28	12041097	1097920	Female
Johnathan	Matson	Beeman Elementary School	21061091	1252298	Male
Frederick	Wells	Beeman Elementary School	17061131	1180532	Male

One of the benefits to this type of searching is that it eliminates the need to be exact in your searching. For instance, if you are unsure how to spell “Mosakowski” you can simply search on “Mos”.

However, you can be more exact in your searching by using some special characters and keywords.

1. You can type an 'exact' search with parenthesis: "(Northwest Primary School)" for example
2. Search with Boolean operators: "Jon AND Jones"

3. Combination of operators: "Jon OR Jill AND Jones"
4. You can search using the following keywords (example "firstname:jon"):
 - a. Firstname:
 - b. Middlename:
 - c. Lastname:
 - d. Dob:
 - e. Gender:
 - f. Grade:
 - g. Studentid:
 - h. Stateid:
 - i. School:
 - j. Teacher:
 - k. Casemanager:
 - l. Disability: