


Search

The Safe Loading Pass Scheme database has been designed to be driven by searching. In order to initiate any action in the database the user will first need to search for something.

Click on 'Search' from the menu bar.



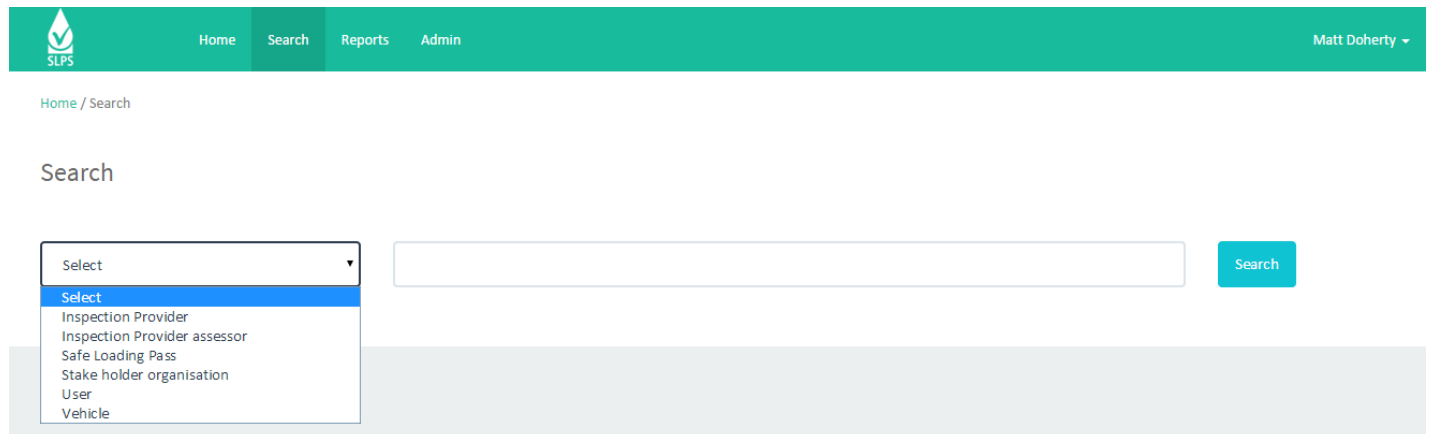
Home / Search

Search

Select Search

The user will be presented with the Search menu.

The first step is to select the type of search the user would like to perform



Home / Search

Search

Select
Inspection Provider
Inspection Provider assessor
Safe Loading Pass
Stake holder organisation
User
Vehicle

Search

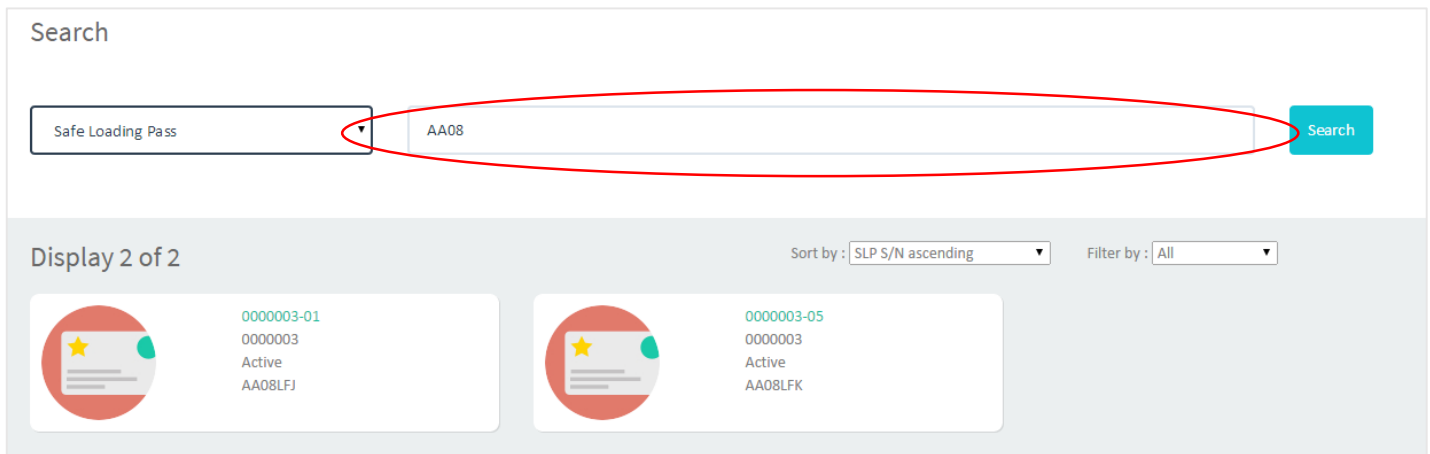
Search Types and Criteria

The following describes the different search options and the criteria the user can use to narrow their search

- **Inspection Provider**
 - Inspection Location ID
 - Inspection Provider Name
 - Town
 - Post Code
- **Inspection Provider Assessor**
 - Inspection Provider Assessor ID
 - Name
- **Safe Loading Pass**
 - Safe Loading Pass serial number (in the form XXXXXXXX-YY)
 - Batch number (in the form XXXXXXXX)
 - Vehicle registration or VIN number.
- **Stake Holder Organisation**
 - Stakeholder Organisation ID
 - Name
 - Town
 - Post Code

- **User**
 - Email address
 - Name
 - User Type
- **Vehicle**
 - VIN Number
 - Registration

Note: Search types are restricted by user type, only those the user is authorised to use will be displayed.



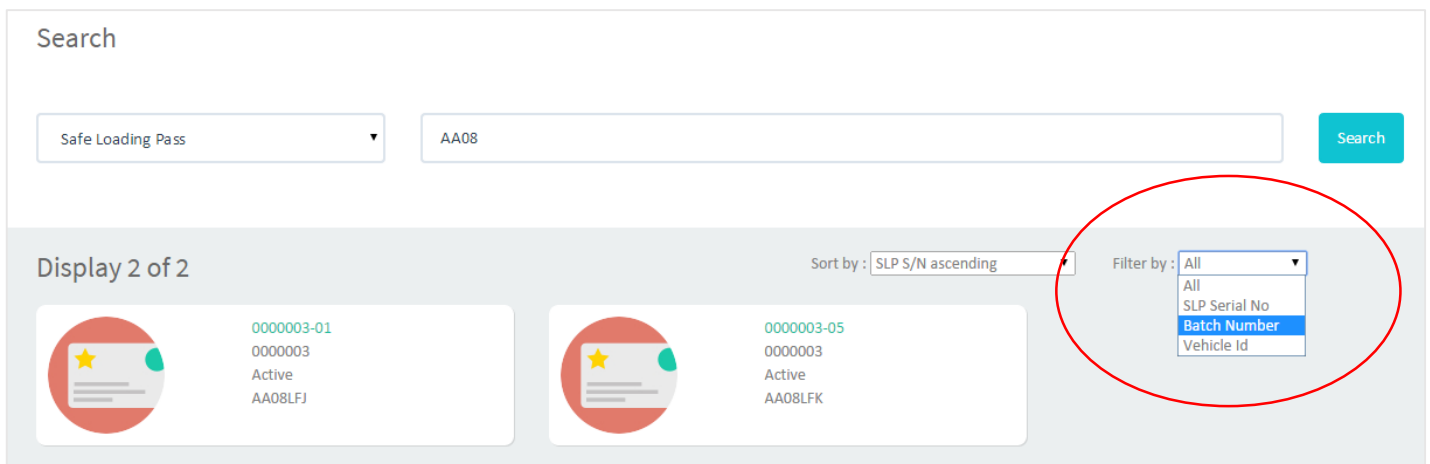
Once the user has selected a search type, they can then enter some search criteria in the search box. The search box is an 'omni-search' and will search for matches across all the criteria stated above at the same time and return results accordingly.

The results of the search will be displayed on cards which the user can click on to view further information.

Filtering and Sorting

The user can narrow their search results, either by being more specific in the search box, or by telling the application specifically what to search on. This is done by setting the 'Filter By:'

By default, **Filter By** is set to all, meaning all search criteria will be considered.



Choosing a specific attribute from the filter list will narrow the search.

You can also use '**Sort by:**' to choose an attribute by which to sort and display your search results.