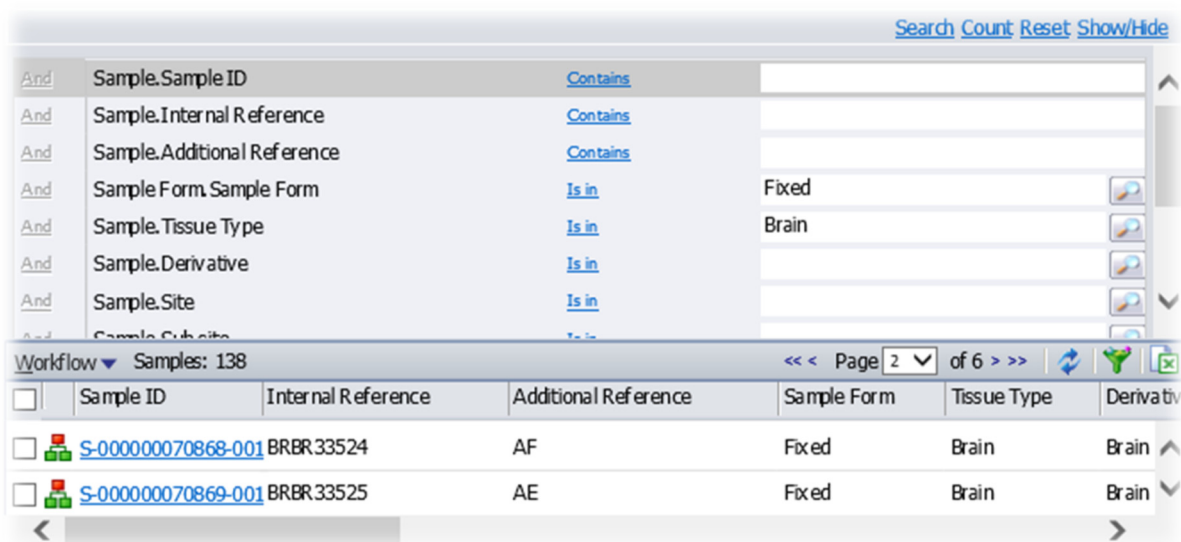


SEARCHING

Achiever offers powerful search functionality, allowing users to search across any data stored on the system. Default search grids may have filters applied, using a variety of search operations.



The screenshot shows the Achiever search interface. At the top, there are links for 'Search', 'Count', 'Reset', and 'Show/Hide'. Below this is a search grid with the following filters:

And	Field	Operator	Value
And	Sample.Sample ID	Contains	
And	Sample.Internal Reference	Contains	
And	Sample.Additional Reference	Contains	
And	Sample Form.Sample Form	Is in	Fixed
And	Sample.Tissue Type	Is in	Brain
And	Sample.Derivative	Is in	
And	Sample.Site	Is in	
And	Sample.Sub site	Is in	

Below the search grid, there is a 'Workflow' dropdown set to 'Samples: 138'. To the right, there are navigation controls: '<<< Page 2 of 6 >>>' and icons for 'Refresh', 'Export', and 'Print'.

The results table below shows the following data:

	Sample ID	Internal Reference	Additional Reference	Sample Form	Tissue Type	Derivative
<input type="checkbox"/>	S-000000070868-001	BRBR.33524	AF	Fixed	Brain	Brain
<input type="checkbox"/>	S-000000070869-001	BRBR.33525	AE	Fixed	Brain	Brain

Records grids are typically searchable, although note that throughout Achiever the default functionality may differ:

- The search grid may or may not be visible by default. Click **Show/Hide** or **Advanced** in the Search Bar to toggle
- The records grid may or may not display default search results when the window is first opened. Click Search in the Search Bar to perform the search
- Some grids have default search criteria, which may affect initial results. Check the search terms and remove any if required

SETTING SEARCH CRITERIA

- If necessary, open the search grid by clicking Show/Hide or Advanced in the Search Bar
 - Default search terms are shown, as below
- | | | | | |
|-------------------------|----------|----------|----------|----------|
| Sample Type.Sample type | 1 | Equal To | 2 | 3 |
|-------------------------|----------|----------|----------|----------|
- **1** refers to the field the search operation will refer to
 - **2** refers to the search operator (begins with, equal to etc.)
 - **3** is the filter value to apply
 - By default, all individual search terms will be applied. Therefore if two filter values are supplied, both criteria must be met by any results shown
 - Blank filter values mean the filter will not be applied. You cannot easily search for empty fields (you may have success with a 'does not contain' [a-z] wildcard search)
 - Search filters are not case-sensitive

ADDING CONDITIONS

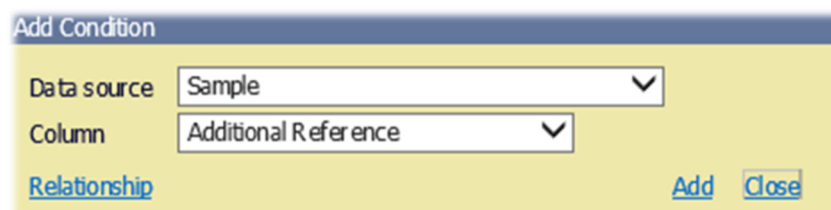
Additional search conditions may be added. This is useful when fields do not appear in the default search grid.

- To search against fields not included in the default search grid, click the 'Add Condition' link at the bottom of the search grid.



And	Sample.Date/Time Taken	Equal To
And	Sample.Taken By	Contains
And	Sample.Taken Location	Equal To
And	Sample.Additive	Contains
Add Condition		

- In the Data Source picklist, select the underlying area to which the field to be searched belongs. Common areas here are Collection, Donor, Participant, Sample, Storage Location.



Add Condition

Data source:

Column:

[Relationship](#) [Add](#) [Close](#)

- In the Column picklist, select the field which is to be used in the search
- Click Add, and Close when there are no more fields to add

NB Search terms, and changes to the search grid are not preserved in Achiever and cannot be altered on a per-user basis

USING WILDCARDS

Wildcards can be used as part of the search filter, alongside the *contains* search operator. A few common scenarios follow:

% (per cent) represents 0 or more characters. For example performing a *contains* search for Anders%n could return matches Anderson, Andersson, Andersen and Anderssen. Note that the *contains* search implicitly wraps your search term with this wildcard to perform the search (ie *contains* search for 'NHS' is internally represented as '%NHS%')

_ (underscore) represents a single character. For example performing a *contains* search for Anders_n could return matches Anderson and Andersen

[] (square brackets) may represent a group or range of character match values. For example a search for Anders[oe]n could return matches Anderson and Andersen. Ranges are separated by a hyphen for example a *contains* search for A123[5-9] may return matches A1235, A1236, A1237, A1238 and A1239.

Wildcards can be used together, for example using a search filter of A%/%/[a-c] against a field representing a combination of donor and sample IDs may return matches A101/Blood/a, A101/Serum/a and A102/Blood/c.

SEARCH FOR MULTIPLE VALUES/BOUNDS

Certain search terms require multiple values to be entered. These are separated with a semi-colon. For example a *between* search operation with a filter value of 1;5 will return matches between 1 and 5. An *is in* search operation with a filter value of Na EDTA; Na Heparin will return matches for Na EDTA and Na Heparin.

- Do not end your search comparator with a semi-colon, Achiever will treat this as an additional (blank) search term which returns all results
- You can also perform a contains search operation with multiple values, but be aware of the implicit % wildcard. A contains search operation with filter value of EDTA;Heparin could return matches for Na EDTA, K EDTA, Na Heparin and Lith Heparin