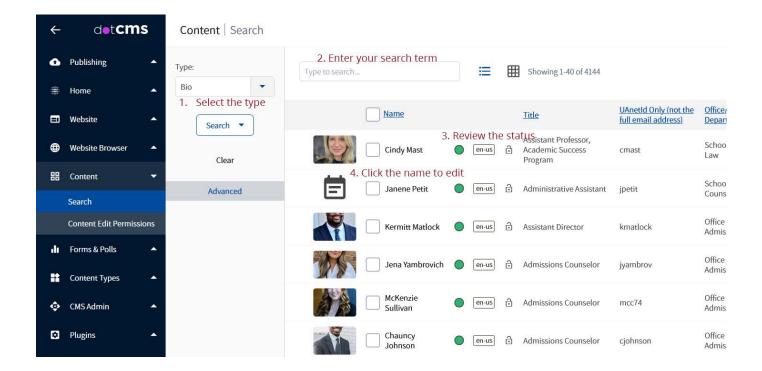
Searching for Content

Click on the Content tab then click Search. The Search allows you to Search Content or Add/Edit Content.

To search for content, simply choose a *Content Type from the "Type**" drop down menu or type in the box, then use any one of the following parameters to refine the content search:

- Search: Keyword searches ALL of the fields of the specified Content Type for matching content. This
- can produce some unexpected results if your search term is in the text of the item
 Keyword Search: Any field checked as "searchable" in the field properties will be keyword searchable
 in the Content Search Manager



From the Search, you can also create new content of the same type - new Bios, for example. Click the Blue plus sign in the right-hand corner of the screen, then select Content to get started.

