



## Search on Map View

1. Choose the drop-down immediately to the right of the Alden ONE logo and choose the option you wish to search (e.g., Conversation, Pole).
2. Click in the search field to the right of the drop-down.
3. Begin typing your search terms.
4. A list of attributes to search within will be displayed. Select a search attribute to limit your search or click Enter on your keyboard or the magnifying glass icon to the right of the search field to execute a search on all attributes.
5. The number to the right of **Results Returned** shows the number of results from the search.
6. To see the information for an item searched:
  - a. Click on one of the results.
  - b. Click **Open Item** from the **Take Action** menu.
7. To see a quick view of some of the attributes on the results returned, click the **Tray** icon, at the bottom of the map.