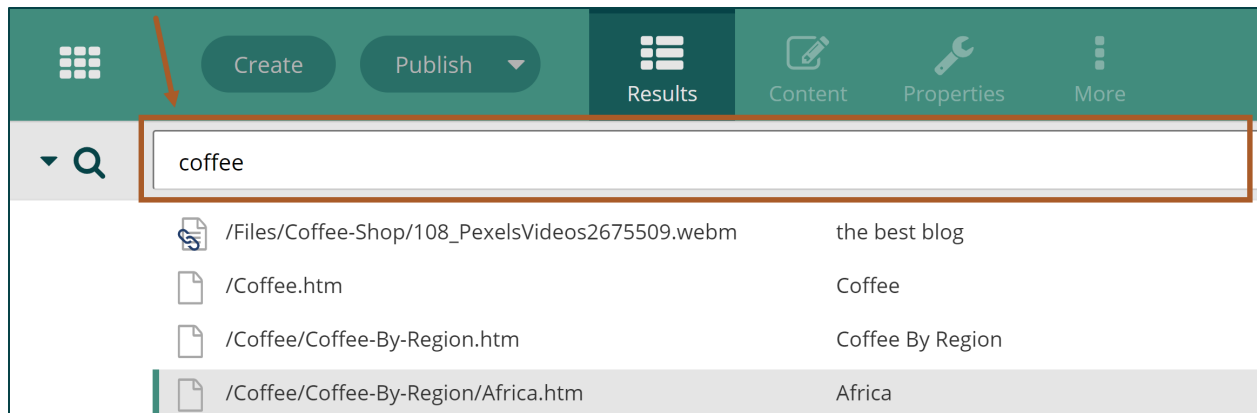


# Search Crumb + Workstation Search

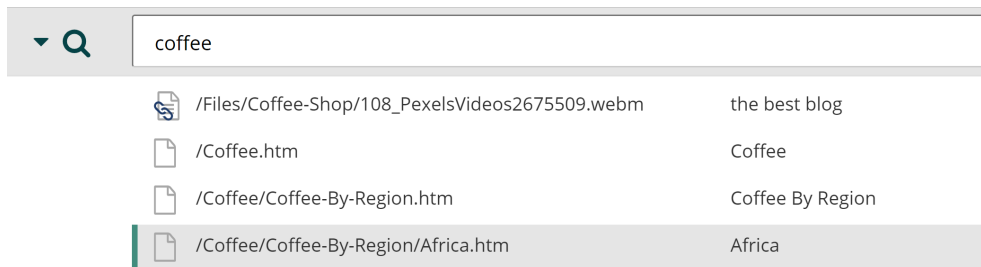
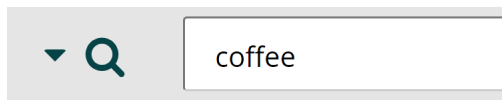
## Search Crumb

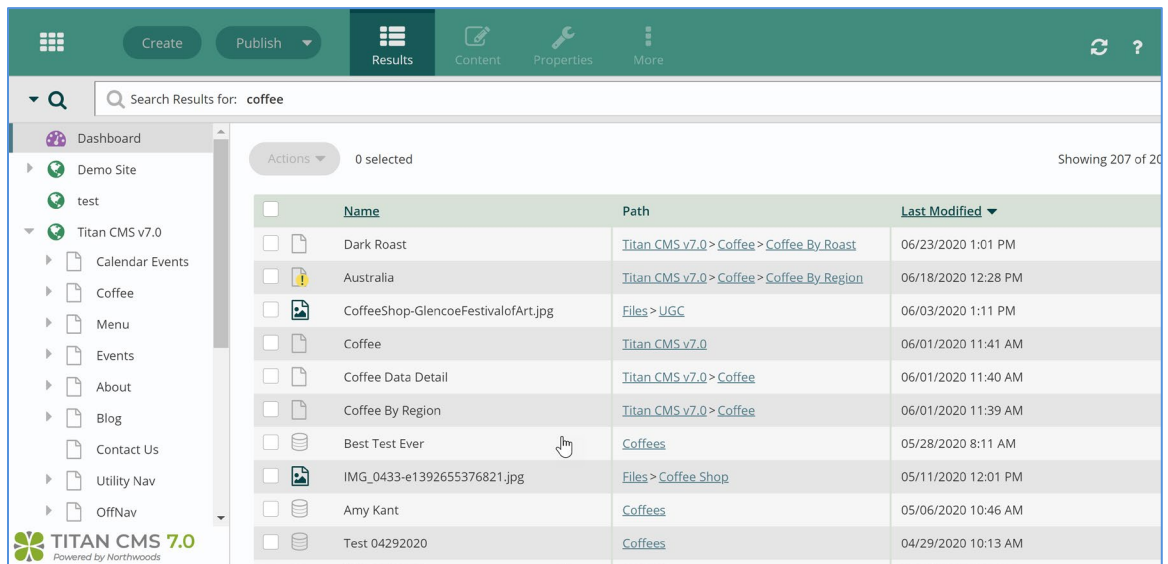
Below the App Ribbon is the new Titan CMS Search Crumb. You can use keywords and other meta data from item Properties to search for an item. This search will not search block content.



## Quick Search

The Quick Search allows you to search for items in the Nav Tree. This feature will take the search value entered in the text field and search the metadata fields for all active items in the Nav Tree. It will not include items in the Recycle Bin.

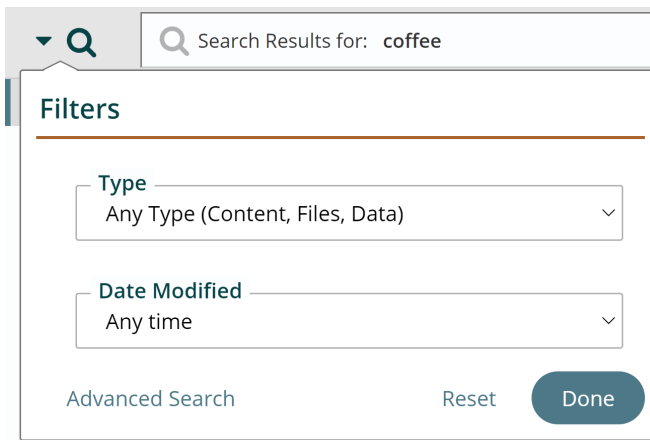


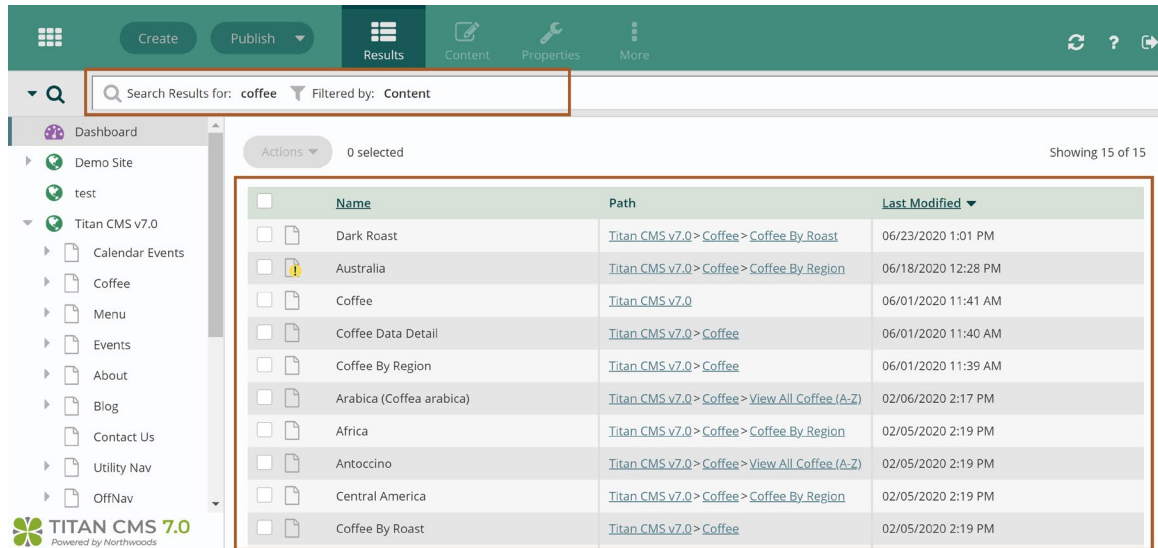


## Filtered Results

There is a new filter for searching within the workstation.

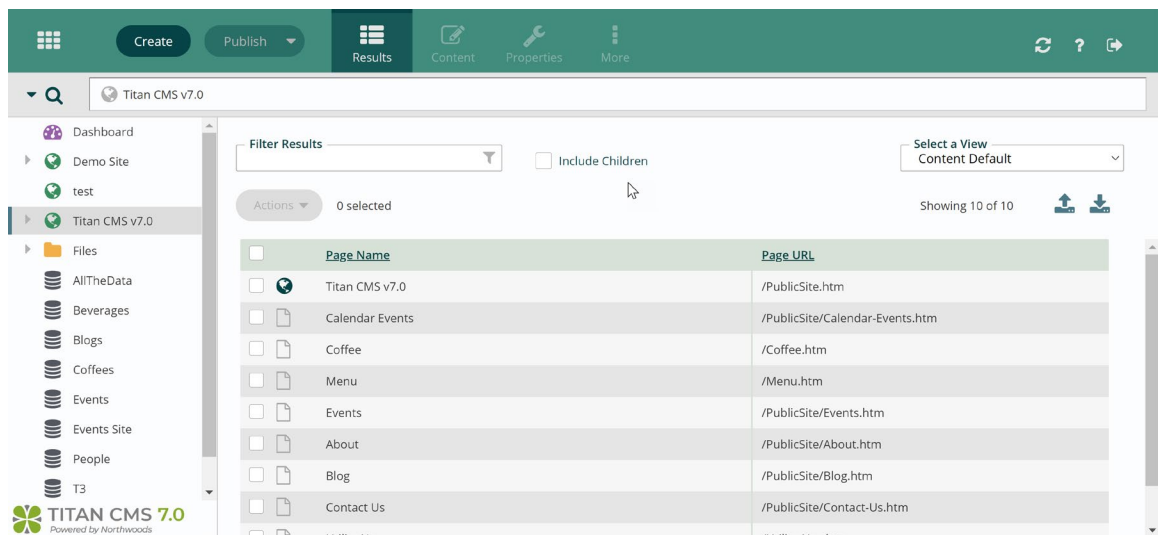
1. Click the search icon to the left of the search crumb.





## Filter Results in Browse View

You can filter results that appear in your browse pane on the right, by adding a keyword or choosing to “include children.”



Filter Results  
Coffee

☐ Include Children

Select a View  
Content Default

Actions 0 selected

Showing 2 of 2

<input type="checkbox"/>	Page Name	Page URL
<input type="checkbox"/>	Titan CMS v7.0	/PublicSite.htm
<input type="checkbox"/>	Coffee	/Coffee.htm

Filter Results  
Coffee

☒ Include Children

Select a View  
Content Default

Actions 0 selected

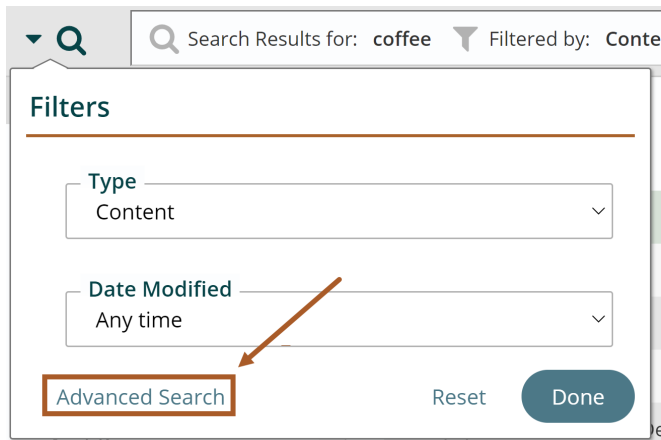
Showing 17 of 17

<input type="checkbox"/>	Page Name	Page URL
<input type="checkbox"/>	Titan CMS v7.0	/PublicSite.htm
<input type="checkbox"/>	Africa	/Coffee/Coffee-By-Region/Africa.htm
<input type="checkbox"/>	Antoccino	/Coffee/View-All-Coffee-A-Z/Antoccino.htm
<input type="checkbox"/>	Arabica (Coffea arabica)	/Coffee/View-All-Coffee-A-Z/Arabica-Coffea-arabica.htm
<input type="checkbox"/>	Australia	/Coffee/Coffee-By-Region/Australia.htm
<input type="checkbox"/>	Central America	/Coffee/Coffee-By-Region/Central-America.htm
<input type="checkbox"/>	Coffee	/Coffee.htm
<input type="checkbox"/>	Coffee By Region	/Coffee/Coffee-By-Region.htm

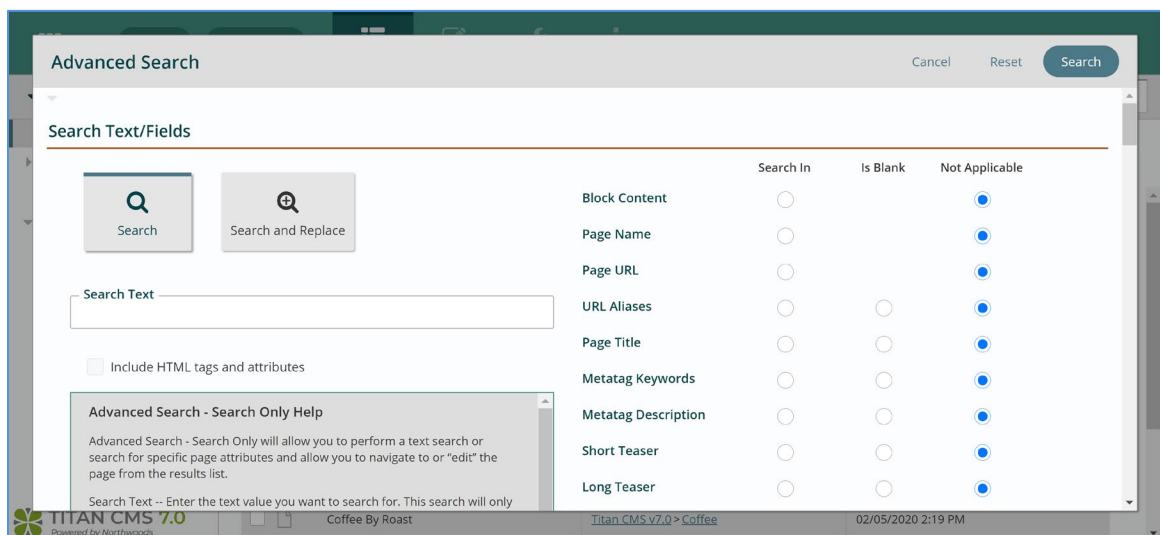
# Advanced Search

## Open Advanced Search

1. Click on the search icon next to the Search Crumb.



The screenshot shows a search interface with a search bar at the top containing the text "Search Results for: coffee" and a filter dropdown set to "Content". Below the search bar is a "Filters" section with two dropdown menus: "Type" set to "Content" and "Date Modified" set to "Any time". An orange arrow points to the "Advanced Search" button, which is highlighted with a red box. To the right of the "Advanced Search" button are "Reset" and "Done" buttons.



The screenshot shows the "Advanced Search" dialog box. At the top, there are "Cancel", "Reset", and "Search" buttons. Below the title bar is a "Search Text/Fields" section. On the left, there are two buttons: "Search" and "Search and Replace". Below these buttons is a "Search Text" input field. A checkbox labeled "Include HTML tags and attributes" is also present. A "Search Only Help" box is visible, containing text about the search functionality. On the right, there is a table with search fields and their corresponding search options.

	Search In	Is Blank	Not Applicable
Block Content	<input type="radio"/>		<input checked="" type="radio"/>
Page Name	<input type="radio"/>		<input checked="" type="radio"/>
Page URL	<input type="radio"/>		<input checked="" type="radio"/>
URL Aliases	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Page Title	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Metatag Keywords	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Metatag Description	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Short Teaser	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Long Teaser	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

TITAN CMS 7.0  
Powered by Northwoods

Coffee By Roast

Titan CMS v7.0 > Coffee

02/05/2020 2:19 PM

## Search

The “Search” option within Advanced Search will allow you to perform a text search or search for specific page attributes and allow you to navigate to or “edit” the page from the results list.

You may also search for various configurations within Page Properties, Workflow, Display Security and Tags, associated with Titan Data items (pages, files and events). All your selected Property field selections must be 'true' before a Titan item will be returned in the search results.

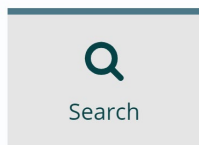
Find item(s) in the workstation using the parameters you designate. *Note: The workstation does not use dtSearch indexes to find items in Advanced Search.*

1. Click on the search icon next to the Search Crumb.
2. Click on the **Advanced Search** link.

Search Text

coffee

4. Click on Search



5. Set your search parameters:
  - a. Click the radio buttons in the right column to select which fields to search.

Search Text/Fields

Search

Search and Replace

Search Text

coffee

☐ Include HTML tags and attributes

Advanced Search - Search Only Help

	Search In	Is Blank	Not Applicable
Block Content	<input checked="" type="radio"/>		<input type="radio"/>
Page Name	<input checked="" type="radio"/>		<input type="radio"/>
Page URL	<input checked="" type="radio"/>		<input type="radio"/>
URL Aliases	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Page Title	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Metatag Keywords	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Metatag Description	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

## Search Sources

### Select Root

- ▶ ☐ Demo Site
- ☐ test
- ▶ ☐ Titan CMS v7.0
- ▶ ☐ Files
- ☐ AllTheData
- ☐ Beverages
- ☐ Blogs
- ☐ Coffees
- ☐ Events
- ☐ Events Site
- ☐ People
- ☐ T3

## Properties

File Format

Page Layout

### Page Title

- ☐ Matches Page Name
- ☐ Does not match Page Name
- ☒ Don't Care

### Search Dates

Last Modified Date

After

Before

### Start Date

After

Before

### End Date

After

Before

☐ Is Blank

Fav Icon

Browse

☐ Is Blank

Credited Author

Display Order

### Bottom

- ☐ On ☐ Off ☒ Don't Care

### Breadcrumb

- ☐ On ☐ Off ☒ Don't Care

### Left

- ☐ On ☐ Off ☒ Don't Care

### TOC

- ☐ On ☐ Off ☒ Don't Care

### Top

- ☐ On ☐ Off ☒ Don't Care

### Utility

- ☐ On ☐ Off ☒ Don't Care

Workflow, Display Security, and Tags

Workflow Type  
Any Workflow Type

Workflow Roles

- Author
- Editor1
- Editor2
- Editor3
- Item Administrator

Available Values
Find:
15 of 19
Show All

- AmandaAalpoel (Name: Aalpoel, Amanda)
- AmyKant
- amykantridenour (Name: Kant, Amy)
- beepers (Name: Kant, Amy)
- cmsAdminProxy
- coalkbarr (Name: Barr, Coalk)

Selected Values

Security Roles

- UsersAndGroups

Available Values
Find:
15 of 19
Show All

- AmandaAalpoel (Name: Aalpoel, Amanda)
- AmyKant
- amykantridenour (Name: Kant, Amy)
- beepers (Name: Kant, Amy)
- cmsAdminProxy
- coalkbarr (Name: Barr, Coalk)

Selected Values

Tags

- A to Z
- Amy test
- Block Type
- Coffee By Region
- Coffee Drink Type
- Coffee Flavors Add-Ins
- Coffee Region
- Coffee Roast
- Milk

Available Values
Find:
15 of 27
Show All

- ALL
- A
- B
- C
- D
- E

Selected Values

Advanced Search
Cancel Reset Search

cmsAdminProxy  
coalkbarr (Name: Barr, Coalk)



Actions
0 selected
Back to Search

Showing 28 of 28

Search Criteria Summary

Search Text: coffee  
Search In: Block Content, Page Name, Page URL  
Roots: DocID:1

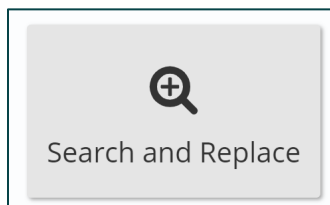
	Name	Path	Site
<input type="checkbox"/>	Freeform	/PublicSite/Blocks/Freeform.htm	Titan CMS v7.0
<input type="checkbox"/>	Dark Roast	/Coffee/Coffee-By-Roast/Dark-Roast.htm	Titan CMS v7.0
<input type="checkbox"/>	Events	/PublicSite/Events.htm	Titan CMS v7.0
<input type="checkbox"/>	Australia	/Coffee/Coffee-By-Region/Australia.htm	Titan CMS v7.0
<input type="checkbox"/>	Titan CMS v7.0	/PublicSite.htm	Titan CMS v7.0

- Click “Back to Search” to return to your advanced search.
- Click the Reset button to clear your selections and start over.

## Search and Replace

This will let you item(s) in the workstation using the parameters you designate and then perform a replace of searched text. You have the option to replace with nothing. Note: If no Field for Text Search is selected, there will be no results.

- Click on the search icon next to the Search Crumb.
- Click on the **Advanced Search** link.
- Select Search and Replace.



Search Text

coffee

Search Text

coffee

☐ Include HTML tags and attributes

Replace with

banana


6. Set your search parameters:
- Click any or all the radio buttons under Fields for Text Search
  - Select the Source(s) you wish to search. \*Required
  - Select the Properties you wish to search.
  - Select the Workflow, Display Security, or Tags you wish to search.

Advanced Search

Cancel Reset Search

cmsAdminProxy

cmsAdminProxy

Back to Search Showing 87 of 87 matches in 28 documents (approx) 

**Search Criteria Summary**

Search Text: coffee

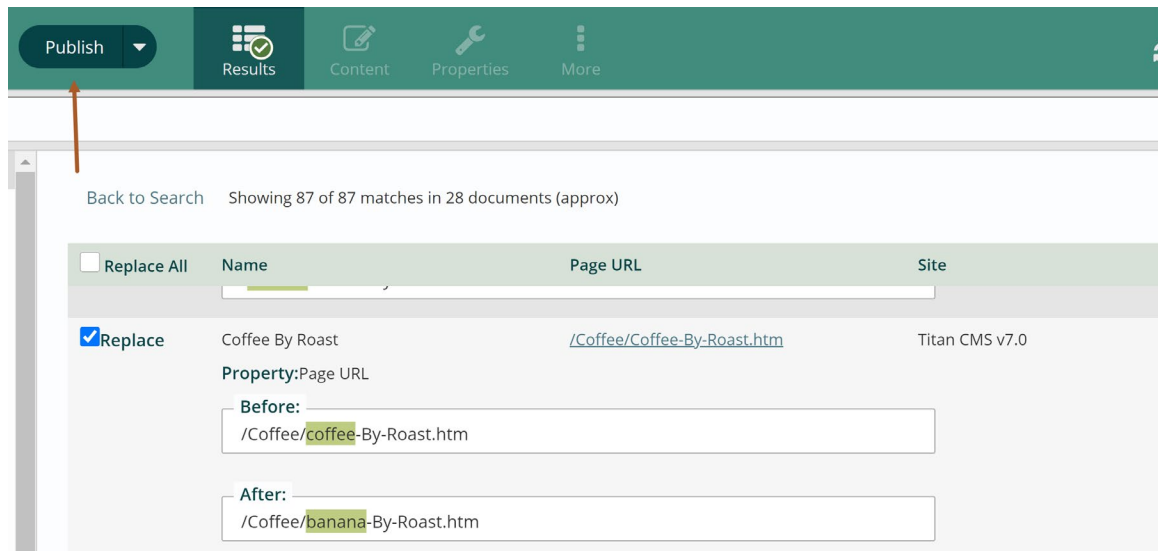
Replace with: banana

Search In: Block Content, Page Name, Page URL

Roots: DocID:1

<input type="checkbox"/> Replace All	Name	Page URL	Site
<input type="checkbox"/> Replace	Freeform	<a href="/PublicSite/Blocks/Freeform.htm">/PublicSite/Blocks/Freeform.htm</a>	Titan CMS v7.0
<p><b>Block:</b>Freeform</p> <p><b>Before:</b></p> <p>us in hac habitasse platea dictumst quisque. Arcu bibendum at varius vel pharetra vel. &lt;a href="/coffee.htm" linktype="2" target="blank"&gt;Coffee&lt;/a&gt;</p> <p><b>After:</b></p> <p>us in hac habitasse platea dictumst quisque. Arcu bibendum at varius vel pharetra vel. &lt;a href="/banana.htm" linktype="2" target="blank"&gt;Banana&lt;/a&gt;</p>			
<input type="checkbox"/> Replace	Freeform	<a href="/PublicSite/Blocks/Freeform.htm">/PublicSite/Blocks/Freeform.htm</a>	Titan CMS v7.0
<p><b>Block:</b>Freeform</p> <p><b>Before:</b></p> <p>ellus vestibulum lorem sed risus.&lt;/p&gt;&lt;p&gt;&lt;img alt="" data-quail-id="24" src="/Files/coffee-Shop/229_CentralAmerica.jpg?MediaId=1234567890" /&gt;&lt;/p&gt;</p> <p><b>After:</b></p> <p>ellus vestibulum lorem sed risus.&lt;/p&gt;&lt;p&gt;&lt;img alt="" data-quail-id="24" src="/Files/banana-Shop/229_CentralAmerica.jpg?MediaId=1234567890" /&gt;&lt;/p&gt;</p>			
<input type="checkbox"/> Replace	Freeform	<a href="/PublicSite/Blocks/Freeform.htm">/PublicSite/Blocks/Freeform.htm</a>	Titan CMS v7.0
<p><b>Block:</b>Freeform</p> <p><b>Before:</b></p> <p>&lt;p&gt;&lt;img alt="" src="/Files/coffee-Shop/Contact.jpg" /&gt;&lt;/p&gt;</p> <p><b>After:</b></p> <p>&lt;p&gt;&lt;img alt="" src="/Files/banana-Shop/Contact.jpg" /&gt;&lt;/p&gt;</p>			

- Click Replace All if all results should be changed or click Replace for each individual result if not all should be changed.



11. Click Back to Search and reset selections to start new search.

## Workstation Help

- **Advanced Search - Search Only** – Will allow you to perform a text search or search for specific page attributes and allow you to navigate to or “edit” the page from the results list.
- **Search Text** – Enter the text value you want to search for. This search will only find exact matches in the fields listed in Fields for Text Search
- **Block Content** – will search text within all text fields of your blocks. This search will not search the text within a file/document or the table columns of a Data Site.
- If you wish to search for the presence or absence of text in the supporting fields, select one or more options in "Property Fields" or "Custom Fields." If you select multiple fields, Titan CMS will check for the presence of the text in any of the selected fields.
- **Search Sources** - Select one or more sources for your search. This is required for both Text searches and for Page Attribute searches.
- **Adv Search Options** - You may also search for various configurations within Page Properties, Workflow, Display Security and Tags, associated with Titan Data items (pages, files and Events). All your selected Property field selections must be 'true' before a Titan item will be returned in the search results.