## **LEADS Daily Bulletin**

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## LEADS 3.0 – Search Code List

This applies to any form in messenger, go to the box of the code list field that you want to search. Right click on the field and choose the "Search Code List" item from the popup menu.

Note: You can also hold down the Ctrl key and press 'F'.

	/ehicle <u>M</u> ake			
	Сору	Ctrl-C		•
10	Cut	Ctrl-X		-
	Paste	Ctrl-V		•
-	Select All	Ctrl-A		
-	Undo	Ctrl-Z		
	Redo	Ctrl+Shift-Z	rity #	Miscellaneo <u>u</u> s #
_	Copy Code Value	Ctrl-C		
_	Field Help (EW.VMA)	F1		
ati	Transaction Help (EW	)		
	Search Code List	Ctrl-F		

This window displays the text meanings of all the codes in the list, and you can scroll through the list to browse through the code items. To start a quick search, you can begin typing into the "Enter Search Text" box to find what you are searching for.

💂 Code List Search	x
Enter Search Text	
Only search From	
(Czechoslavakia; also see Jawa/CZ)	
2 Moto, Inc.	
280 Trailers, LLC	
4 Star (Four Star) Trailers, Inc.	
A & B Trailer Mfg. Co., Inc.	
A & C Knight, Ltd.	
A & E Custom Design Trailers	
A & F Trailer Mfg.	
A & J Inds. Custom Fiberglassing	
A & M Boat Trailer	
A & M Coach	-
Selected Code Value	
67	_
OK	

As you type into the search text, Messenger will remove all code items which do not match your search terms. The remaining codes are highlighted where they match your search. The below example shows the results of searching the vehicle make code list with the terms "american motors".

Enter Search Text   american motors   Only Search From   American Motors   American Motors Corp.   American Motors General Bus   American Motors Jeep (mfd. 1970-1988)     Selected Code Value   AMER   OK	Code List Search
american motors         Only Search From         American Motors         American Motors Corp.         American Motors General Bus         American Motors Jeep (mfd. 1970-1988)         - Selected Code Value         AMER         OK       Cancel	Enter Search Text
Only Search From  American Motors  American Motors Corp.  American Motors General Bus American Motors Jeep (mfd. 1970-1988)   Selected Code Value  AMER  OK  Cancel	american motors
American Motors American Motors Corp. American Motors General Bus American Motors Jeep (mfd. 1970-1988) - Selected Code Value AMER OK Cancel	Only Search From
American Motors Corp. American Motors General Bus American Motors Jeep (mfd. 1970-1988) - Selected Code Value AMER OK Cancel	American Motors
American Motors General Bus American Motors Jeep (mfd. 1970-1988) - Selected Code Value AMER OK Cancel	American Motors Corp.
American Motors Jeep (mtd. 1970-1988) Selected Code Value AMER OK Cancel	American Motors General Bus
Selected Code Value AMER OK Cancel	American Motors Jeep (mfd. 1970-1988)
Selected Code Value AMER OK Cancel	
Selected Code Value AMER OK Cancel	
Selected Code Value AMER OK Cancel	
Selected Code Value AMER OK Cancel	
Selected Code Value AMER OK Cancel	
Selected Code Value AMER OK Cancel	
AMER OK Cancel	Selected Code Value
OK Cancel	AMER
OK Cancel	
	OK

You can scroll through the remaining codes by selecting one with the mouse or by using the up/down arrow or even the page up/down keys on your keyboard. Once you select a code item, Messenger displays the code value below the list in the "Selected Code Value."

After you have found the desired code item, click the OK button, and Messenger auto fills in the form field with the code you selected.

Vehicle <u>M</u> ake					
AMER = American Motors	•				

If you have any questions or need help, please contact the ISP Help Desk <u>ISP.HelpDesk@illinois.gov</u> or at 866/LEADS-00 (866/532-3700).

Operator's Initials	Date								