

Search Match

Search/Match is the main way to search for a person record. After you select the type and parameter of the search, you will get to the Search Criteria page. The top portion of the page allows you to search on name, city, date of birth (DOB), gender, National ID (social security number) or a combination of these values. You can search using only the National ID, but otherwise, you must enter at least two of the values (First and Last Name or DOB and ID).

Navigation

Main Menu -> Student Admissions -> Application Entry -> Search/Match

Select the Search Type Person and the Search Parameter of UAMS_Search

The screenshot shows a web browser window displaying the UAMS Search/Match page. The browser's address bar shows the URL: `https://cs.uams.edu/psp/CS/EMPLOYEE/HRMS/c/PROCESS_APPLICATIONS.HCR_SM_SEARCH.GBL?FolderPath=PORTAL_ROOT_OBJECT.HCAD_STUDENT_ADMISSIONS.HCAD_AI`. The browser's address bar also shows several tabs: "Intranet | Connectin...", "My Yahoo", "University of Arkans...", "Academic Affairs - ...", "Home - Academic A...", "GUS Shared Docum...", "Student Information...", and "Search/Match". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The browser's toolbar includes "Suggested Sites", "Get more Add-ons", "Free Hotmail", "Yahoo! Mail", and "Pin It". The browser's status bar shows "Page", "Safety", and "Tools".

The UAMS logo is visible in the top left corner of the page. The page title is "Search/Match". The page content includes a search form with the following fields:

- Search Criteria:** A dropdown menu with "Person" selected.
- Search Type:** A dropdown menu with "=" selected.
- Search Parameter:** A dropdown menu with "begins with" selected and a text input field containing "UAMS_SEARCH".
- Ad Hoc Search:** A checkbox that is unchecked.
- Description:** A dropdown menu with "begins with" selected and a text input field.

At the bottom of the search form, there are buttons for "Search", "Clear", "Basic Search", and "Save Search Criteria".

The browser's status bar at the bottom of the window shows the JavaScript code: `javascript:doUpdateParent(document.win0,'ICRow15');` and the zoom level: "100%".

Search Result Code is required

The first time you do a Search Match you can set the Search Result Code User Default to UAMS_Search. The *next time you log in*, you will not have to select Search Result Code – it will be populated for you.

The screenshot shows the UAMS Search/Match interface. At the top, the breadcrumb trail is: Favorites > Main Menu > Student Admissions > Application Entry > Search/Match. The UAMS logo is in the top left, and navigation links (Home, Worklist, Add to Favorites, Sign out) are in the top right. The main section is titled "Search Criteria".

Under "Search Criteria", there are two radio buttons: "Person" (selected) and "Ad Hoc Search". The "Ad Hoc Search" option is circled in red. Below it, the "Search Parameter" is set to "UAMS_PERSON_SEARCH".

The "Search Result Rule" section shows "Search Result Code" set to "UAMS_SEARCH" and "User Default" set to "UAMS Search". There are "Search", "Clear All", and "Carry ID Reset" buttons.

The "Search Fields" section contains several input fields with search icons:

- First Name Search
- Last Name Search
- City
- Date of Birth (with a calendar icon)
- Gender
- National Id


A callout bubble points to the search fields, stating: "Enter values in at least two of the search fields. The more values you enter, the more specific your results".

The "Search by Order Number" section is a table with the following data:

Search Order	Description	Action
10	Name, City, DOB, Gender, SSN	Selective Search
20	Name, Gender, SSN	Selective Search
30	SSN only	Selective Search
40	Name, DOB, Gender	Selective Search
50	Name, Gender	Selective Search
60	Name Only	Selective Search

A second callout box explains: "Enter M in first name and Mouse in last name you will get both Mickey and Minnie. Enter Mic in first name and you will only get Mickey."

[Favorites](#) > [Main Menu](#) > [Student Admissions](#) > [Application Entry](#) > [Search/Match](#)



Search Results

Search Type: Person Ad Hoc Search
 Search Parameter: UAMS_SEARCH UAMS_Person_Search
 Result Code: UAMS_SEARCH UAMS Search

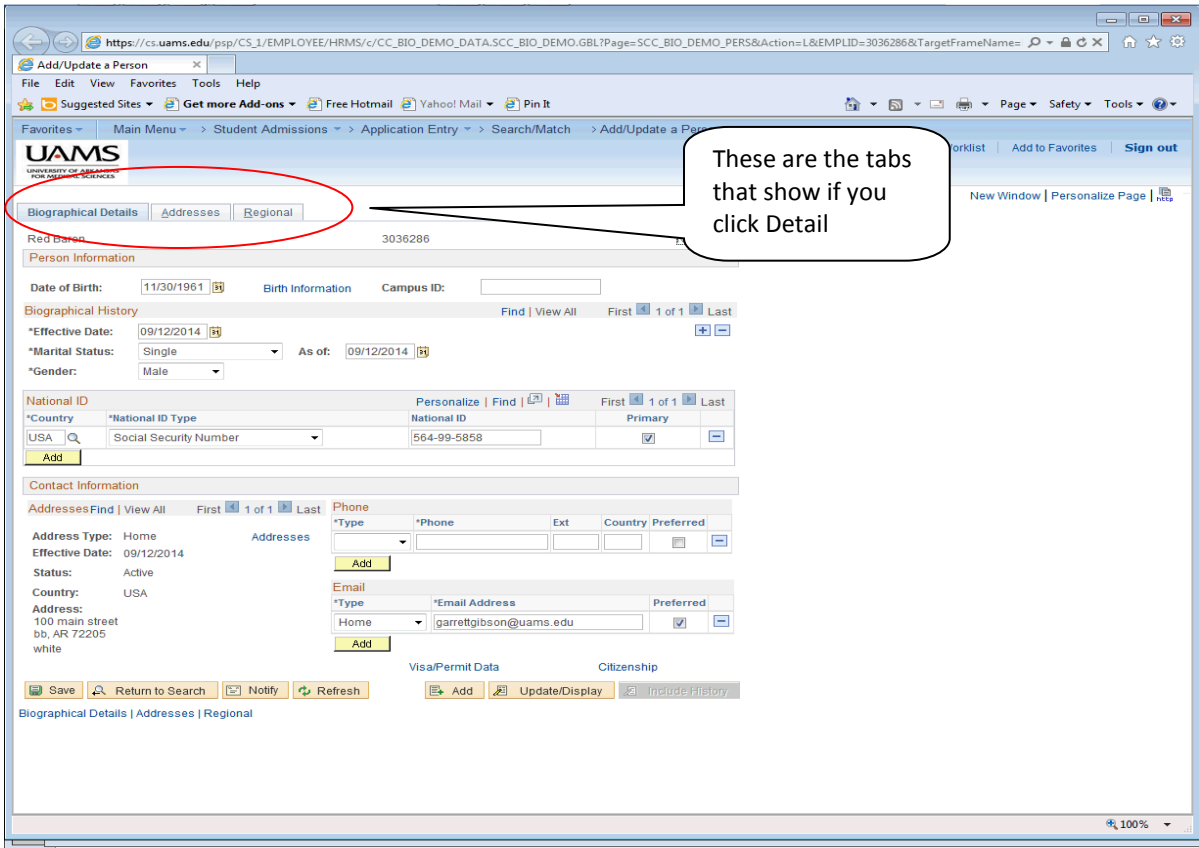
Search Results Summary
 Number of ID's Found: 3
 Search Order Number: 80 Name Only

Search Results [Personalize](#) | [Find](#) | [View All](#) | [21](#) First 1-3 of 3 Last

Results	Results2	Additional Information	Empl ID	Name Type	Name Effective Date	First Name	Middle Name	Last Name
1	Carry ID	Detail	3007922	PRI	01/01/1901	GROVER	C	GARRISON
2	Carry ID	Detail	3012343	PRI	01/01/1901	George		Garrett
3	Carry ID	Detail	3023752	PRI	01/01/1901	Gibson		Garrett

Click this icon to see the information on the 3 tabs all on one screen (may have to scroll to the right)

The search results may or may not have the person for which you are looking. If there is a record that looks similar, you can click on Detail to see more information about the person. If you are sure it is the person you want to use, click Carry ID [Carry ID](#) to navigate to another section of GUS and continue to use that specific person.



Once you click Detail and are on the Bio/Demo page, you can close this window if this is not the person for which you were looking. You will be returned to the Search page.