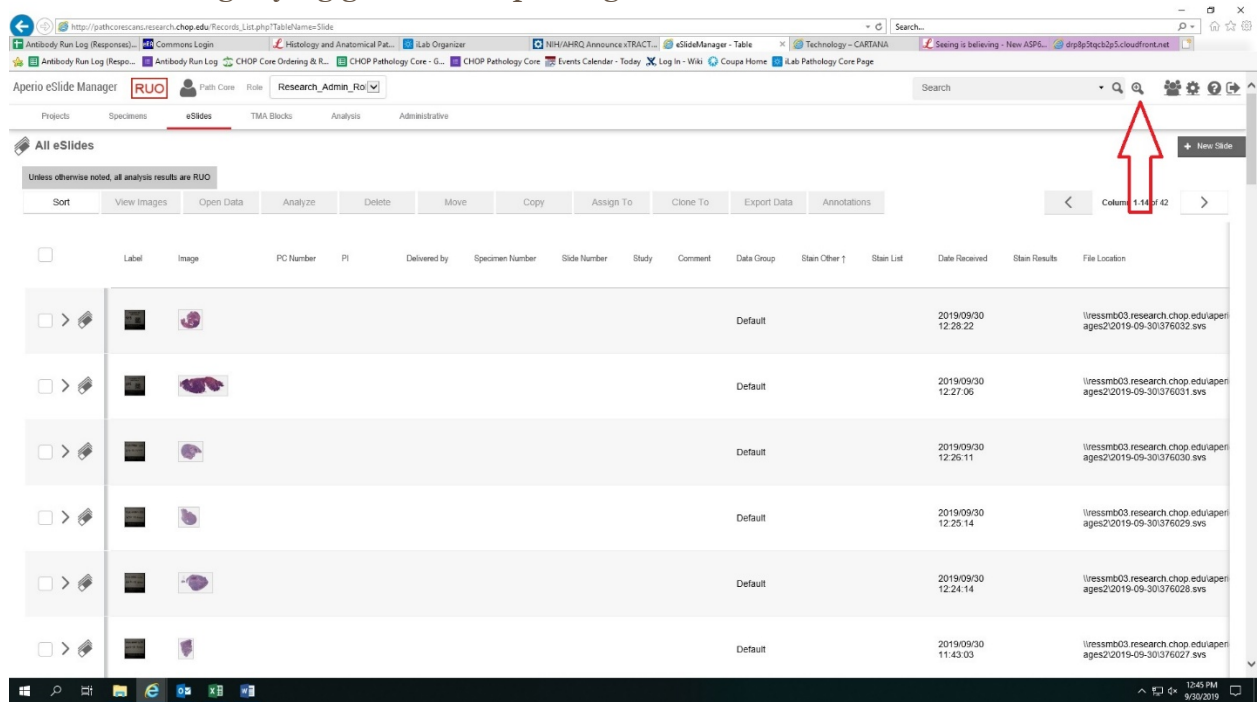


# PATHOLOGY CORE

## How to Use the Search Function in E-slide Manager

If you can't easily find your slides by scrolling thru the list view you can use the "advanced search" tool in e-slide manager to refine your search for specific slides.

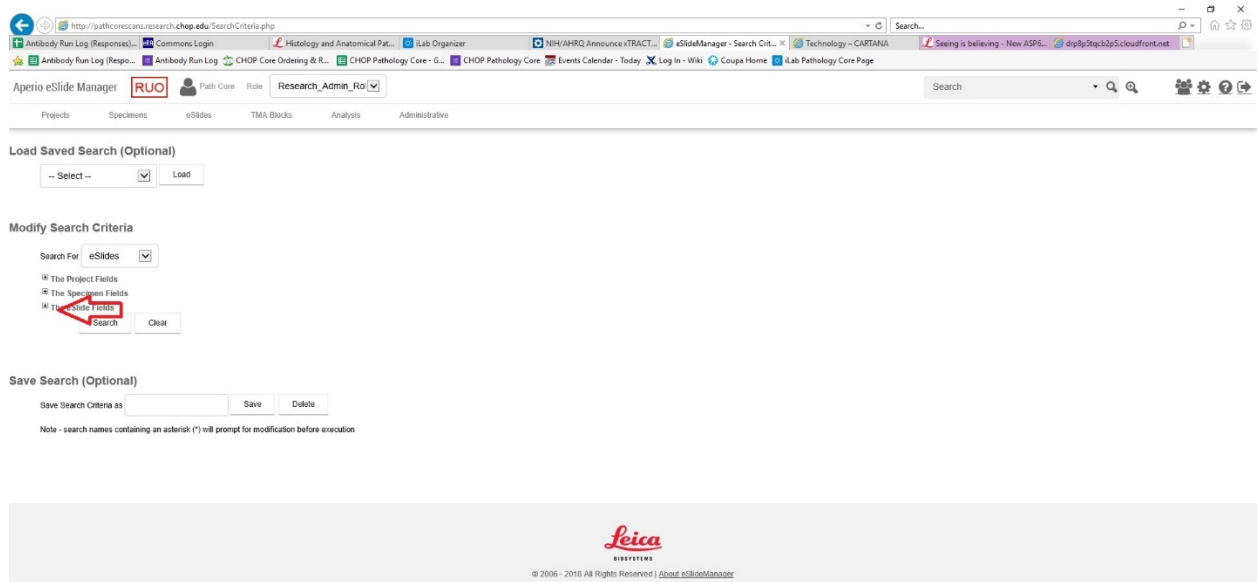
Once logged into e-slide manager select the "advanced search" tool by clicking on the icon that looks like a magnifying glass with a plus sign here:



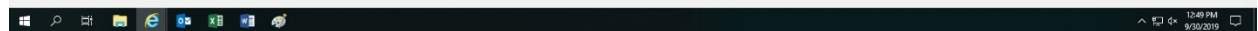
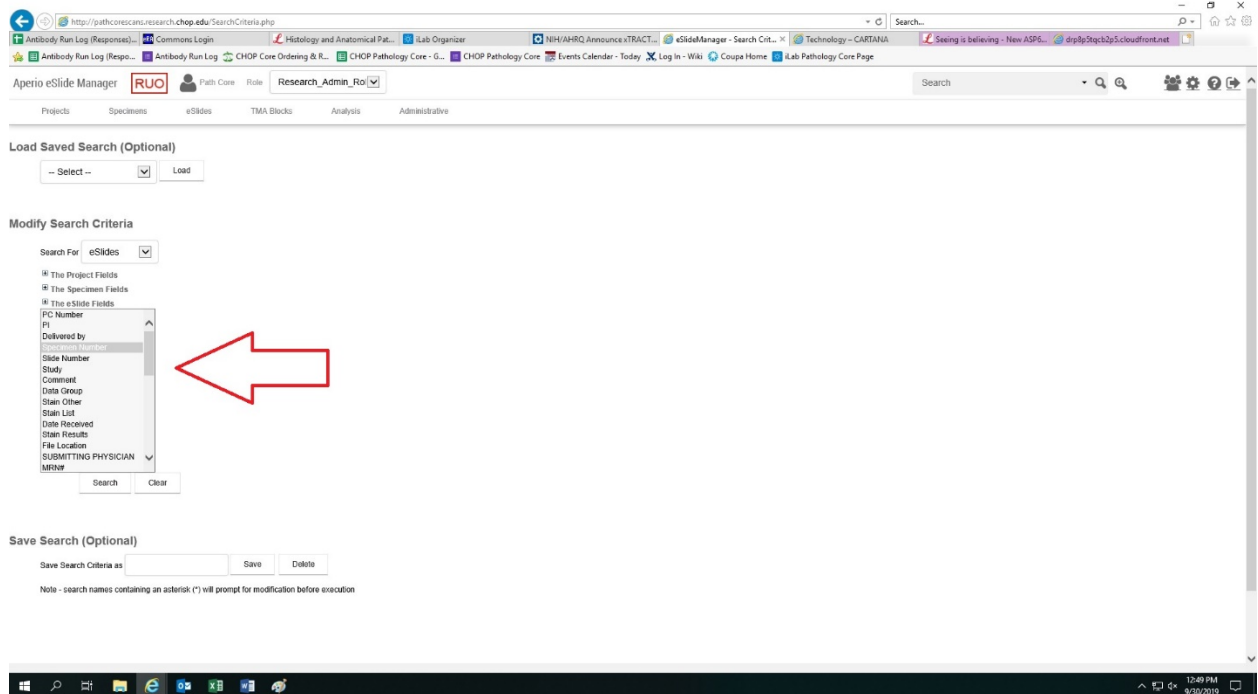
This will bring you to a new screen where you need to select one (or more) of the options from the slide view. Click on the plus sign next to e-slide fields here:

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## How to Use the Search Function in E-slide Manager



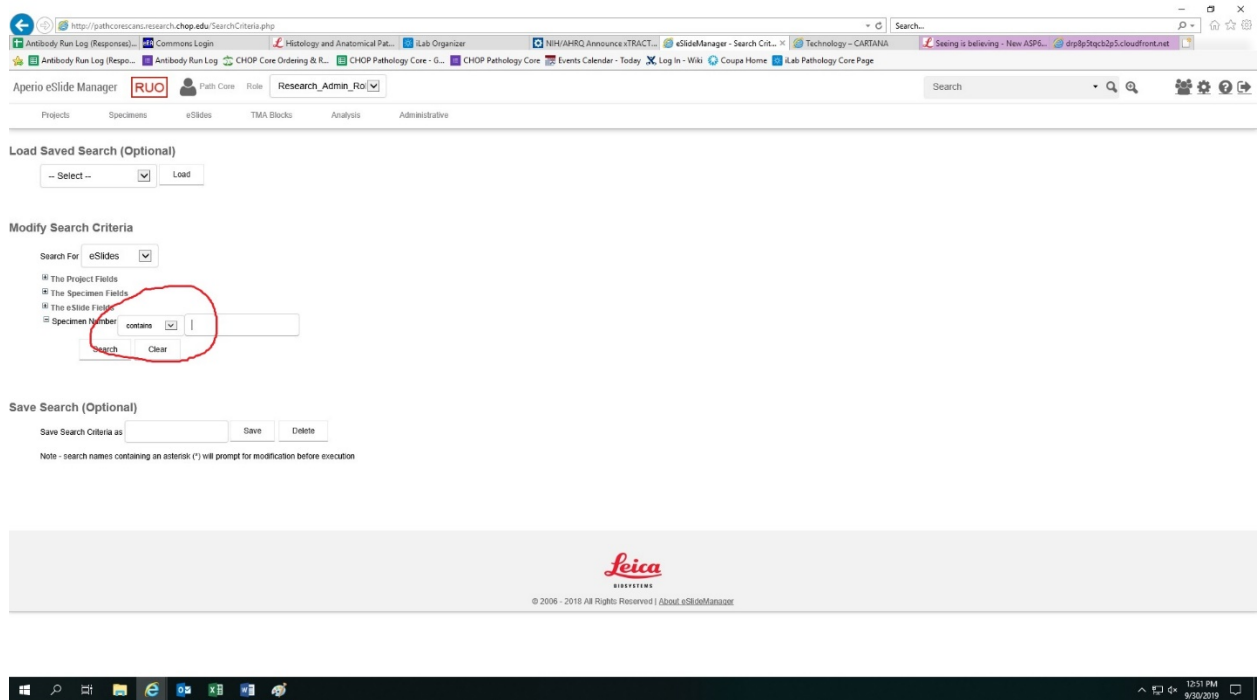
You will then select the field that you want to search, for example specimen number:



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## How to Use the Search Function in E-slide Manager

Some of the fields like specimen number are free form fields so make sure you change the option in the dropdown menu to “contains” so that you will find what you are looking for even if it does not match exactly:



From here you can start typing the sample ID number that you are looking for in the text field. You may see a list start to auto-populate that you can select from or when you are done typing click on the search tab just below the text field. If you don't find what you are looking for try searching for a partial ID. Because this is a free form field it may have been entered slightly differently (space instead of a dash, etc.). You can also search by other fields like the PC Number (job number), PI, Stain, etc. You can also combine fields to search for all of the H&E slides from a specific job for example.