

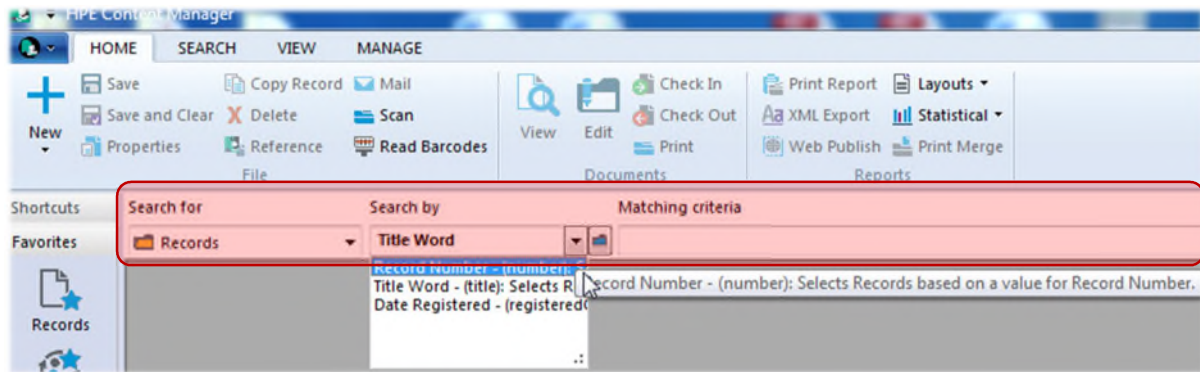
TRIM9 – Quick Search (June 2018)

Use the TRIM 'Quick Search' bar to

Search for **Records**

Search by **Title Word / Any Word / Record Number / Date Registered**

Matching criteria – **what are you searching for?**



Use the **drop down** or **folder** to view and choose other options

Search for – other options (drop down)	Search by – other options (drop down)	Search by – other options (folder)

Type in your **Matching criteria** (what you are searching for) and click **Enter** on your keyboard.

Your search results will be displayed

Record Number	Title	Date Created	Date Registered
18,003739	Student Misconduct - General Misconduct - Student, Test No.01	21/05/2018 at 4:55 PM	21/05/2018 at 5:03 PM
18,003685	STUDENT MANAGEMENT - DISPUTES - test	7/05/2018 at 1:58 PM	7/05/2018 at 1:59 PM
18,003718	STUDENT SERVICES - PROGRAMS - test	11/05/2018 at 11:52 AM	11/05/2018 at 11:52 AM
18,003717	STUDENT MANAGEMENT - CASES - test	11/05/2018 at 11:51 AM	11/05/2018 at 11:51 AM
18,003686	STUDENT MANAGEMENT - CONFERENCES - test	7/05/2018 at 2:00 PM	7/05/2018 at 2:00 PM
18,003702	STUDENT MANAGEMENT - CASES - test	7/05/2018 at 2:21 PM	7/05/2018 at 2:22 PM

Record Number	18,003739
Title	Student Misconduct - General Misconduct - Student, Test No.01
Date Misconduct Identified (ignore time)	Monday, 21 May 2018 at 4:55 PM
Date Registered	Monday, 21 May 2018 at 5:03 PM