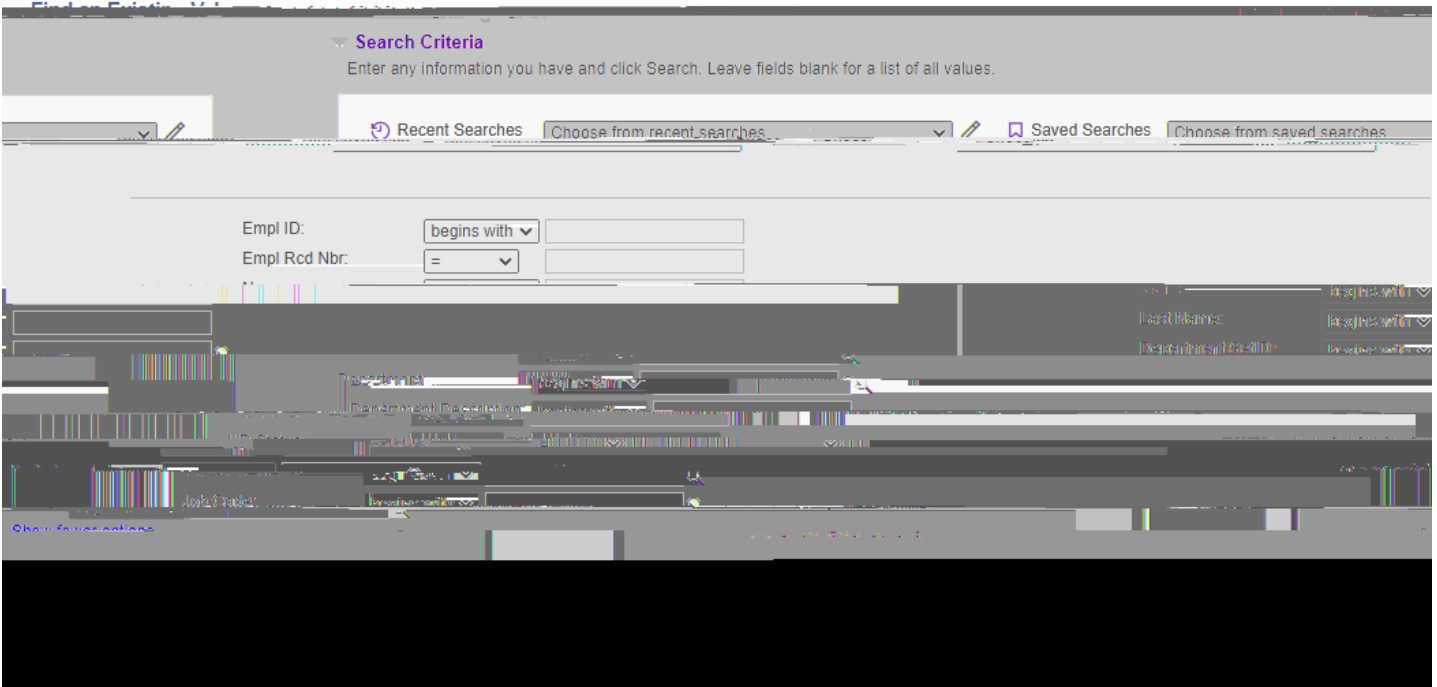




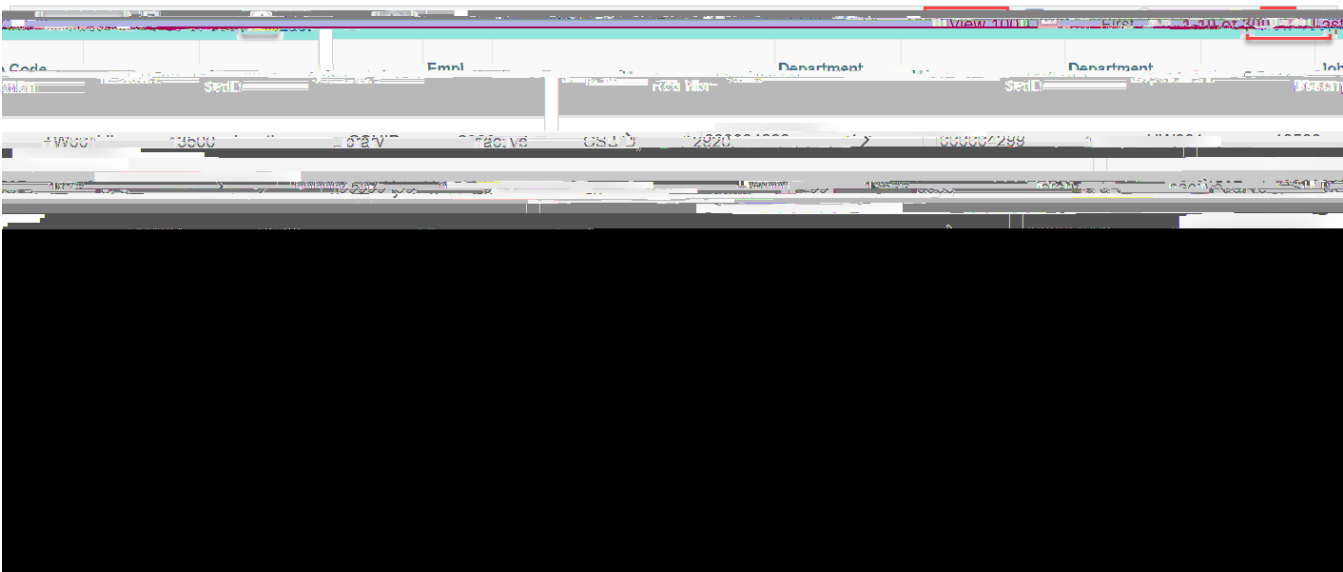
## Search Page Change

The general look and feel of the PeopleSoft delivered Search page has changed. Highlighted changes include: Limited returned results to 10 from 100; The last 5 Recent Searches will be stored and not manually be truncated.; Users have the ability to Save searches.



## Search Results

The general look and feel of the Search Results has changed. Search results will return the first 10 rows of data; users will be required to click the View 100 hyperlink or use the Next Page arrow to access additional results.

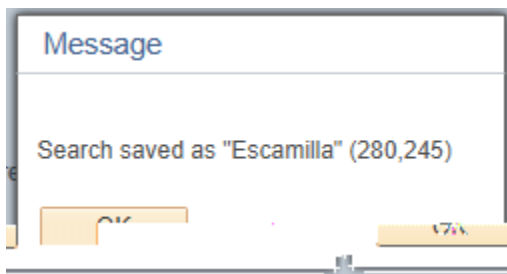


## Delete Recent Searches

To delete a recent search, please select the Pencil Icon located next to the Recent Searches dropdown.



You will receive a confirmation message indicated your Search was saved.



### Manage Saved Searches

Users have the ability to Reorder, Delete and Rename saved searches.

To delete a saved search, please select the Pencil icon located next to the Saved Searches dropdown.



You will be redirected to the Manage Saved Searches page

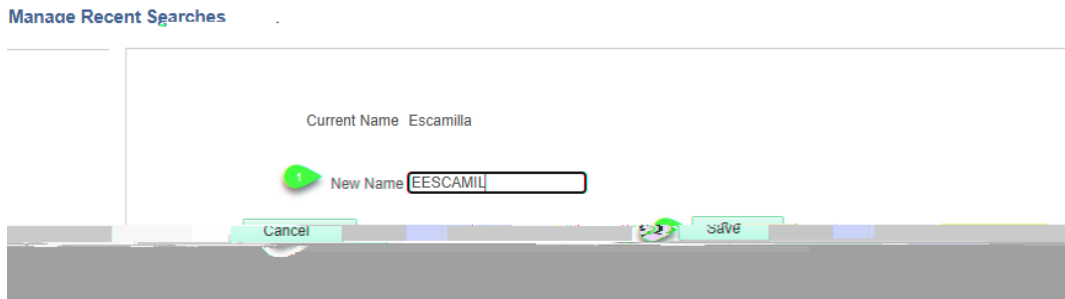
### Rename- Saved Search

From the Manage Saved Searches page, select the Rename hyperlink located next to the search you wish to rename

### Manage Saved Searches



Enter the New Name (1) and click Save (2) to store the change



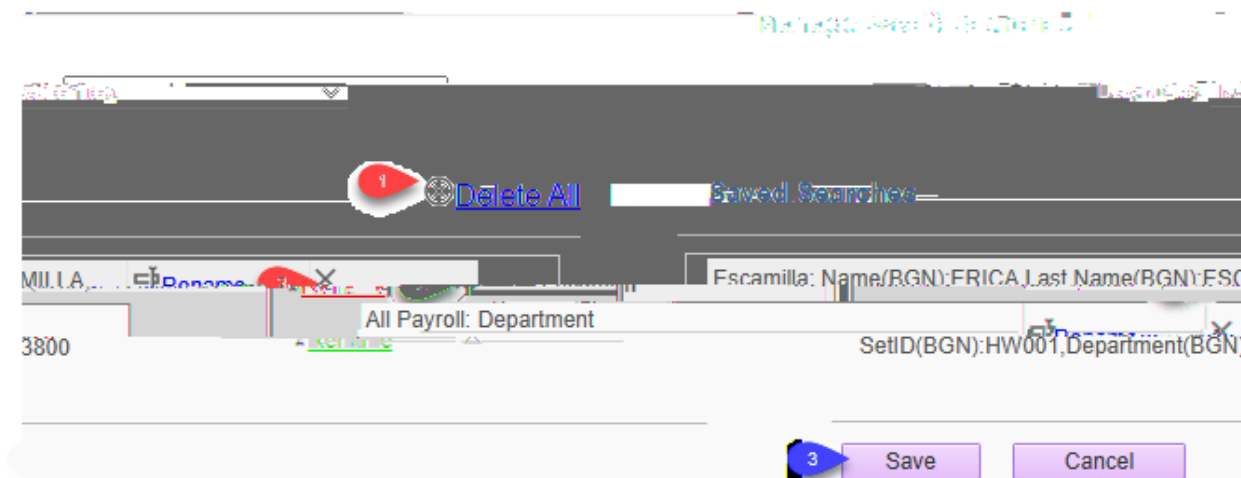
Reorder Saved Searches

Click the Display By dropdown to change the modify the saved searches display order



Delete Saved Searches

From the Manage Saved Searches page, select Delete All (1) and click the X (2) located next to the search you wish to delete



Click Save (3) to store the change

Process Monitor Page Enhancement

The Run Control used to initiate the process/job has been added to the Process List details pagelet.

## Run Control Page Enhancements

Users will be required to enter a Run Control ID (1) or click the Search (2) button to access existing run controls. The Add a New Value (3) option is now a button located to the far right of screen.