

# Search an item

The **Filters Menu** is on the left hand side of the screen and can be used to **search** or **filter** for items in vaults.

**Search** and **Filters** can be **combined** to refine the search result.

Only **Item Types** and **Filters** cannot be **combined**.

## Filter Menu

You can also filter by **Vault**, **Item Type** or **Folder** from Filters Menu.

In the following example, click on the vault **My vault** and item type **Login** to return items of type **Login** in the folder **My vault**.

The screenshot shows the application interface. At the top is a navigation bar with links: Vaults, Send, Tools, Reports, Shared vaults, and a profile icon. Below this is the main content area. On the left is the 'FILTERS' sidebar. It has a search box labeled 'Search logins'. Under 'All vaults', 'My vault' is selected and highlighted with a red box. Under 'All items', 'Login' is selected and highlighted with a red box. The main area shows the 'My vault' list. It has a table with columns: Name, Owner, and a menu icon. The table contains two items: 'vault-trial-37580.trustelem.com' and 'Work Email', both owned by 'Me'. A '+ New item' button is in the top right corner.

	Name	Owner	
<input type="checkbox"/>	vault-trial-37580.trustelem.com joe.bloggs	Me	⋮
<input type="checkbox"/>	Work Email joe.bloggs	Me	⋮

In the following example, click on the vault **My vault** and the folder **Work** to return all items in the folder **Work** and also in the vault **My vault**.

VaultsSendToolsReportsShared vaults

PD

FILTERS

Search folder

▼ All vaults

My vault

MyShared

Team

+ New shared vault

▼ All items

☆ Favorites

🌐 Login

💳 Card

👤 Identity

🔒 Secure note

▼ Folders

📁 Personal

📁 Redstone Project/New

Work

📁 No folder

🗑️ Trash

My vault

+ New item

☐ All

Name

Owner

☐

📄 Important Note

Me

☐

S

Work Email

joe.bloggs

Me

# Basic Search


This is available in **Mobile Apps**.


You can search on **the following indexed fields** in your items:

- **All Items:** name
- **Logins:** username, URI
- **Cards:** brand, last 4 digits of the card number
- **Identities:** name

**Leading** and **Trailing Wildcards** are included in Searches. For example, searching for googl will return items where the search fields contain google, googling or gmail.

In this example, enter 21 in the **Search Field** to return all items where one of the fields being searched contains 21, in this case a **Card** item with 21 in the **last 4 digits of the card number**.


VaultsSendToolsReportsShared vaults





FILTERS


21

▼ All vaults


 My vault


 MyShared


 Team


 New shared vault


▼ All items

 Favorites


 Login


 Card

 Identity

 Secure note

▼ Folders

 Work

 No folder

All vaults


+ New item

☐ All


Name

Owner

☐

 Work Visa

2122

 Me

Search results are **sorted** based on a **scoring algorithm**, based on the **number of fields** that a **search term** appears in.

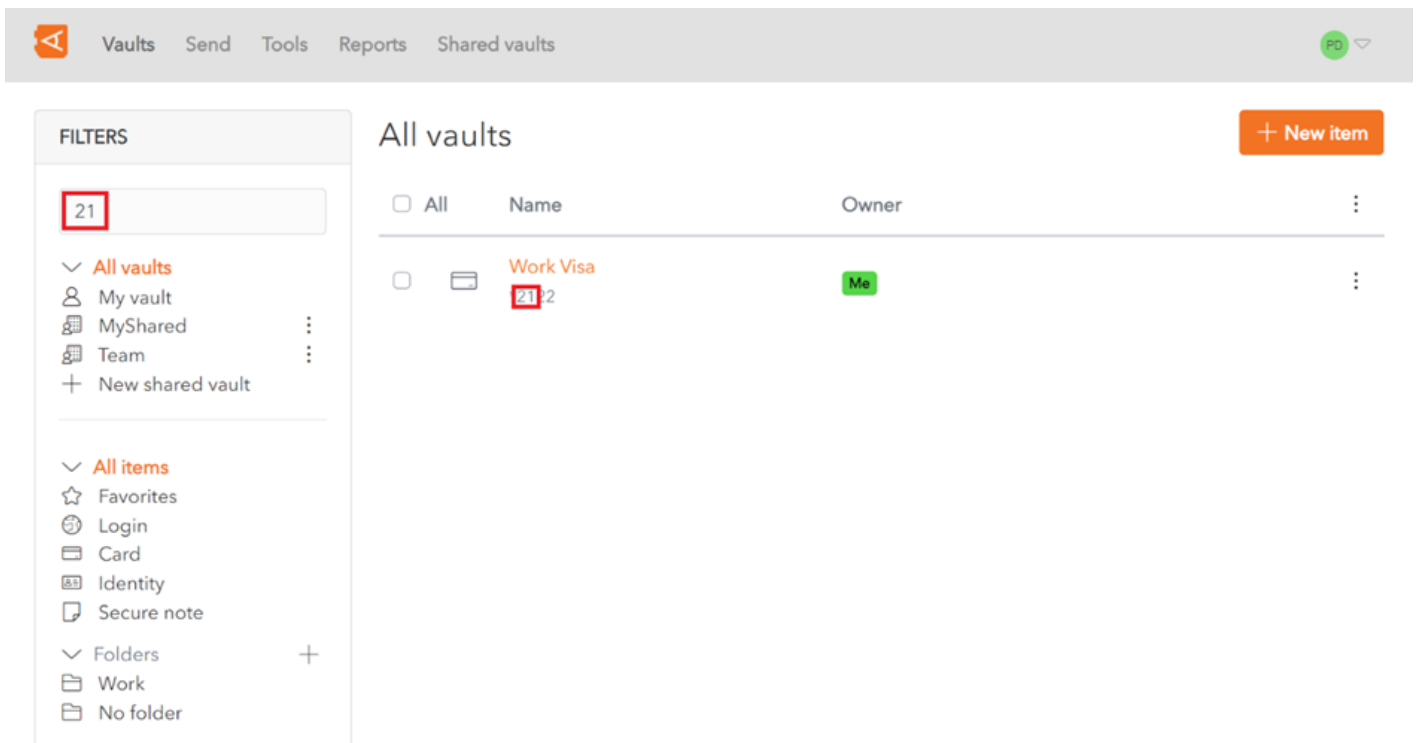
# Full-Text Search

This is available in the **Web Vault** and **Browser Extension**.

You can search on **the following indexed fields** in your items:

- **shortid**: This is the **1st 8 characters** of the **Item ID**
- **sharedvaultid**: This is the **Shared Vault ID**, for Items in a Shared Vault
- **name**: Item **Name**
- **subtitle**: This depends on the Item Type. It can be **Username, Login, Last 4 digits of Card Number, Card Brand** or **Identity Name**.
- **notes**: **Notes** field of an Item. Matches on **full words only unless wildcards** are used.
- **fields**: This is the **Name or Value** in Custom Fields. It is only available for **Custom Fields** of type **Text**
- **attachments**: This is the **Name** of a File that is **attached** to an Item.
- **login.username**: This is the **Username** of a **Login Item**
- **login.uris**: This is the **URI Hostname** of a **Login Item**

In this example, enter 21 in the **Search Field** to return all items where one of the fields being searched contains 21, in this case a **Card** item with 21 in the **last 4 digits of the card number**.



Search results are **sorted** based on a **scoring algorithm**, based on the **number of fields** that a **search term** appears in.

**If no results** are **found** using a Full-Text Search, WALLIX Vault will use **Basic Search**.

## Special Search Parameters

Various wildcards and parameters can be used to make the search more specific:

- [Leading and Trailing Wildcards](#)
- Other Wildcards:
  - >fieldname searches only on that field name
  - >-fieldname searches on all fields except that field name
  - \* searches everything
  - >fieldname:search term searches for that search term in that fieldname
- Search parameters available in [Lunr.js](#), like **Term Presence** or **Fuzzy Matching**.
  - + prefix indicates that what follows **must be contained** in the search results
  - - prefix indicates that what follows **must not be contained** in the search results
  - ~ prefix is used for **Fuzzy Matching**.

## Some examples include

- >googl returns all items that **start with** googl
- >name:Google will return all Items where **name equals** Google
- >-name:Google will return all Items where **name does not equal** Google

- >-login.username:\*@hotmail.com will return all Items where of type **Login** where the **Username starts with** @hotmail.com
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