## **Searching and Filtering**

The Search feature provides several important functions:

- Find and highlight issues in your structure.
- Filter your structure so that it only displays specific issues.

To access Search function, click the Search button on the Structure Panel Toolbar.

	\$	≩ 🏹 🔍 III Basic view ▾
Progress	TP	Assignee
		Bob
	۶ ጵ	M. Reynolds

The Search panel will appear below the toolbar. By default, the Search looks for the entered text in issues' summary or items' names.

The search starts once you start entering the query, refining results as you keep typing. The non-matching items are greyed-out in order to highlight the matching items.

	Кеу	Summary	Progress	TP	Assignee	
Text -	∑ find				(	3 ×
	TP-124	<ul> <li>Site preparations</li> </ul>	_		Bob	
	SP-10	<ul> <li>Move stuff to another place</li> </ul>		1	M. Reynolds	
~	SP-5	<ul> <li>Relocate trees - Trees are totally getting in the</li> </ul>		1	Unassigned	
•	SP-13	Find the transport company	-	5	M. Reynolds	۰ نې
~	SP-12	Find new location		<b>B</b>	M. Reynolds	
	SP-16	Rent the excavation equipment		<b>B</b> 🛠	M. Reynolds	
	SP-1	Relocate Elves - The Mountain Elves that dwo		↓	Albert	

Once you've found the items you need, you can quickly move focus between the matching items by pressing Ctrl+Alt+] and Ctrl+Alt+[.

Search function allows you to search for issues inside the currently selected structure in Simple, JQL, and S-JQL modes and use text search for all other item types. To switch between the modes, click the name of the currently selected mode and select the one you need from the menu.

	Key	Summary		
	Text - 7 66 site			
	न्ने Text	<ul> <li>Site preparations</li> </ul>		
	ing lor	Move stuff to another place		
	<u>=</u> Q S-JQL SP-4	<ul> <li>Flatten building site - Our theme park needs a perfectly flat</li> </ul>		

If data changes on the server, search results are automatically refreshed for the structure. So issues can be hidden and shown in the structure in realtime.

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You can turn on searching on by pressing Ctrl+Alt+/. If you press it again, you will switch to the next search mode. To close the search panel and cancel the search, press Escape or click again the search button in the toolbar.