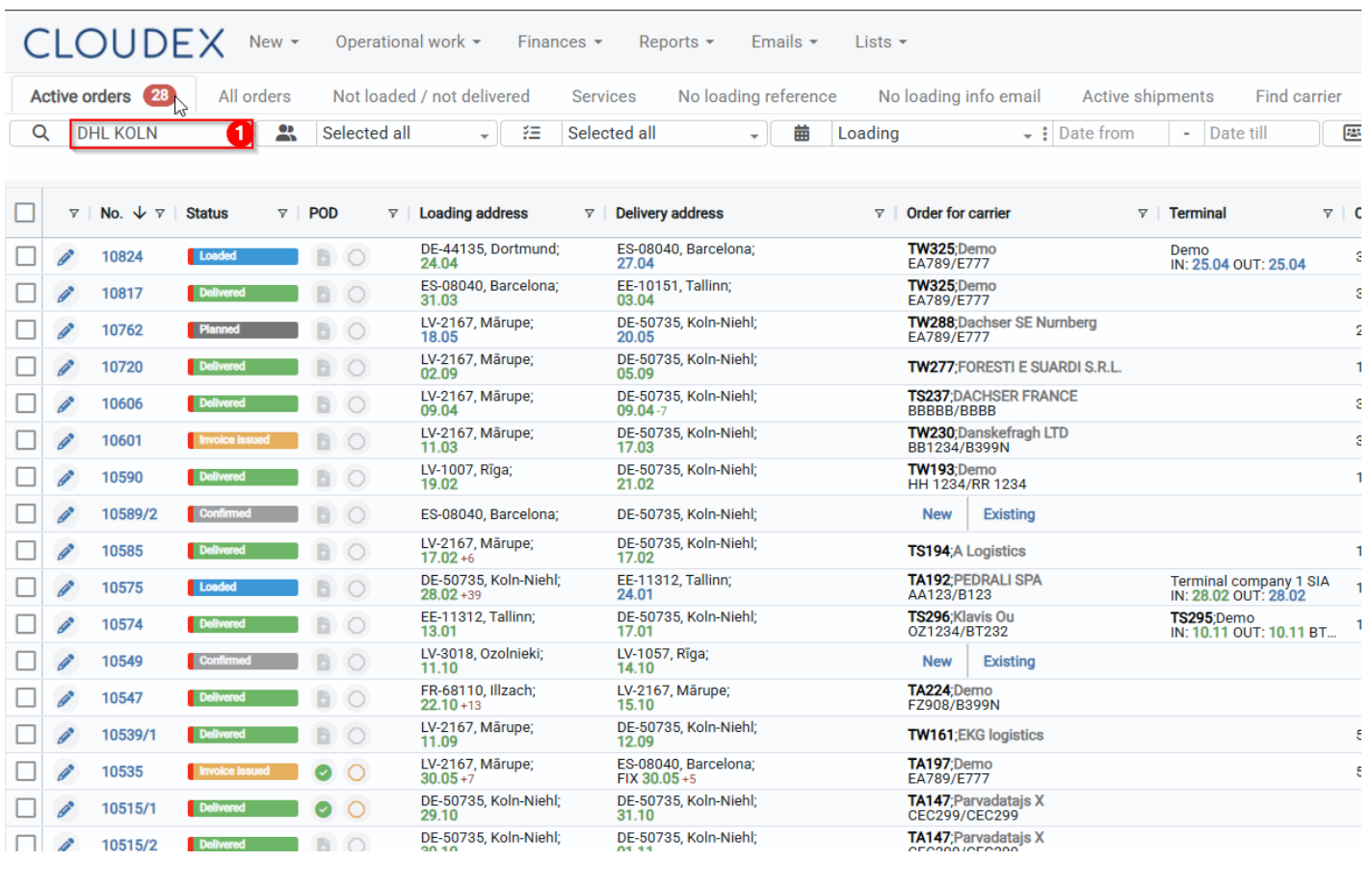


# Search / Filters and Their Use

## 1) Search

Using the search function, it is possible to find all records involving a specific company. By entering the company name into the search field, the system displays all orders in which this company is listed as the supplier, recipient, or in another role. The number 33 indicates that 33 records have been found.

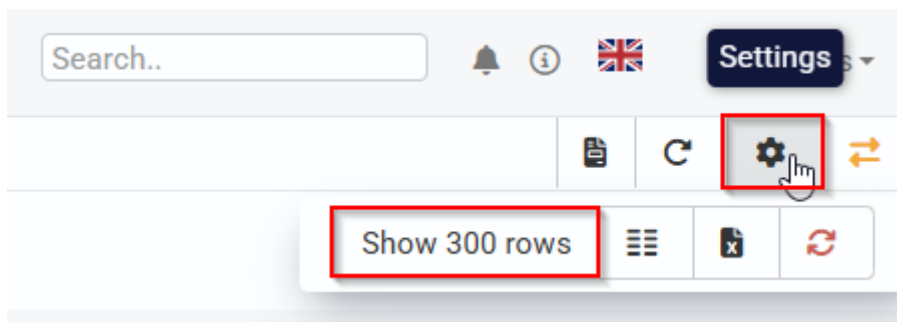


The screenshot shows the CLOUDEX web interface. At the top, there are navigation tabs: New, Operational work, Finances, Reports, Emails, and Lists. Below this is a search bar with the text 'DHL KOLN' and a red box around it. To the right of the search bar, there is a notification 'Active orders 28'. Below the search bar, there are several filters: 'Selected all', 'Loading', 'Date from', and 'Date till'. The main part of the screenshot is a table with columns: No., Status, POD, Loading address, Delivery address, Order for carrier, and Terminal. The table contains 18 rows of order data.

No.	Status	POD	Loading address	Delivery address	Order for carrier	Terminal
10824	Loaded		DE-44135, Dortmund; 24.04	ES-08040, Barcelona; 27.04	TW325; Demo EA789/E777	Demo IN: 25.04 OUT: 25.04
10817	Delivered		ES-08040, Barcelona; 31.03	EE-10151, Tallinn; 03.04	TW325; Demo EA789/E777	
10762	Planned		LV-2167, Mārupe; 18.05	DE-50735, Koln-Niehl; 20.05	TW288; Dachser SE Nurnberg EA789/E777	
10720	Delivered		LV-2167, Mārupe; 02.09	DE-50735, Koln-Niehl; 05.09	TW277; FORESTI E SUARDI S.R.L.	
10606	Delivered		LV-2167, Mārupe; 09.04	DE-50735, Koln-Niehl; 09.04 -7	TS237; DACHSER FRANCE BBBB/BBBB	
10601	Invoice issued		LV-2167, Mārupe; 11.03	DE-50735, Koln-Niehl; 17.03	TW230; Danskefragh LTD BB1234/B399N	
10590	Delivered		LV-1007, Rīga; 19.02	DE-50735, Koln-Niehl; 21.02	TW193; Demo HH 1234/RR 1234	
10589/2	Confirmed		ES-08040, Barcelona;	DE-50735, Koln-Niehl;	New Existing	
10585	Delivered		LV-2167, Mārupe; 17.02 +6	DE-50735, Koln-Niehl; 17.02	TS194; A Logistics	
10575	Loaded		DE-50735, Koln-Niehl; 28.02 +39	EE-11312, Tallinn; 24.01	TA192; PEDRALI SPA AA123/B123	Terminal company 1 SIA IN: 28.02 OUT: 28.02
10574	Delivered		EE-11312, Tallinn; 13.01	DE-50735, Koln-Niehl; 17.01	TS296; Klavis Ou OZ1234/BT232	TS295; Demo IN: 10.11 OUT: 10.11 BT...
10549	Confirmed		LV-3018, Ozolnieki; 11.10	LV-1057, Rīga; 14.10	New Existing	
10547	Delivered		FR-68110, Illzach; 22.10 +13	LV-2167, Mārupe; 15.10	TA224; Demo FZ908/B399N	
10539/1	Delivered		LV-2167, Mārupe; 11.09	DE-50735, Koln-Niehl; 12.09	TW161; EKG logistics	
10535	Invoice issued		LV-2167, Mārupe; 30.05 +7	ES-08040, Barcelona; FIX 30.05 +5	TA197; Demo EA789/E777	
10515/1	Delivered		DE-50735, Koln-Niehl; 29.10	DE-50735, Koln-Niehl; 31.10	TA147; Parvadatajs X CEC299/CEC299	
10515/2	Delivered		DE-50735, Koln-Niehl; 29.10	DE-50735, Koln-Niehl; 31.10	TA147; Parvadatajs X CEC299/CEC299	

## 2) Increasing Visibility

By using the option to select how many rows are displayed per page, the visible amount of data can be increased. For example, if we select 300 rows, a larger volume of data will be visible on the screen at once, making it easier to analyze information without switching between pages.



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### 3) Narrowing the Customer List

To make the results more precise, we use the customer filter and select the exact name we are searching for. This narrows the list down only to records related to the specific customer, excluding all others.

Active orders **28** ▼ 13

All orders Not loaded / not delivered Services No loading reference

Q DHL KOLN

Selected all

Selected all

Loading

<input type="checkbox"/>	▼ No. ↓ ▼	Client	Status	POD	Loading address
<input type="checkbox"/>	10824	DHL KOLN #DH123	Contains		DE-44135, Dortmund; 24.04
<input type="checkbox"/>	10817	DHL KOLN	DHL KOL		ES-08040, Barcelona; 31.03
<input type="checkbox"/>	10601	DHL KOLN	And Or		LV-2167, Mārupe; 11.03
<input type="checkbox"/>	10590	DHL KOLN	Contains		LV-1007, Rīga; 19.02
<input type="checkbox"/>	10575	DHL KOLN	Search		DE-50735, Koln-Niehl; 28.02 +39
<input type="checkbox"/>	10549	DHL KOLN	Confirmed		LV-3018, Ozolnieki; 11.10
<input type="checkbox"/>	10547	DHL KOLN	Delivered		FR-68110, Illzach; 22.10 +13
<input type="checkbox"/>	10515/1	DHL KOLN	Delivered		DE-50735, Koln-Niehl; 29.10
<input type="checkbox"/>	10515/2	DHL KOLN	Delivered		DE-50735, Koln-Niehl; 30.10
<input type="checkbox"/>	10474/2	DHL KOLN	Invoice issued		01.03
<input type="checkbox"/>	10474/3	DHL KOLN	Invoice issued		01.02
<input type="checkbox"/>	10474/4	DHL KOLN	Invoice issued		01.03
<input type="checkbox"/>	38/1	DHL KOLN #123-12	Delivered		DE-56078, Berlin; 20.05

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