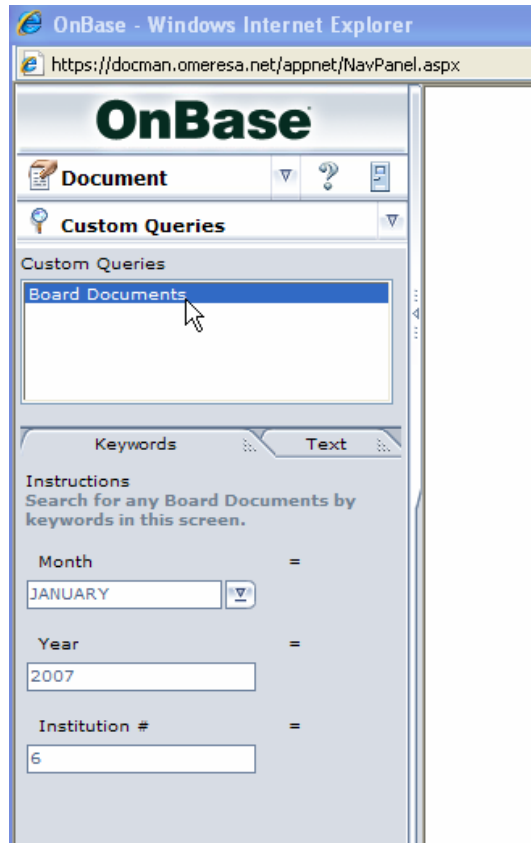


## CUSTOM QUERY FOR BOARD DOCUMENTS

After logging into OnBase via the Web Client go to the second drop down list and choose Custom Queries. Then click on Board Documents which should be the only Custom Query you have at this time.



After you click on Board Documents the keyword set becomes available. Fill in you keywords and click the binoculars to find your documents. Your hit list will come up in the same area as always. It will be more uniform and more refined. You can also click on the text tab and do a text search this way also.

