

Search Function



Entering Search Criteria

Coeus often requires specific fields to be pulled from other systems which requires the user to enter search criteria in order to pull information for fields from systems such as SAP.

NOTE:

- Searches are not case-sensitive, so you can enter search terms in upper, lower, or mixed case.
- The fields in some columns accept text entries. You can enter all or part of a search term.

To enter a partial value, use an **asterisk (*)** either in front, behind, or both in front of and behind your text.

You can use the greater-than and less-than operators to search for numerical ranges.

Operator	How to Use
string string *string*	Enter the asterisk symbol, *, before or after a text string to indicate that other characters might be present. You cannot use the asterisk in the middle of a string.
<X or <=X	Find all values that are less than X, or less than or equal to X.
>X or >=X	Find all values that are greater than X, or greater than or equal to X.

Examples:

When searching for proposals, records, or awards -

1. Enter *text* and click <Find>.

Select Development Proposal


e	Anticipated A...	Sponsor Code	Sponsor Name	Unit Name	Prime Sponso...
			survey		

Find
Clear

Results:

	Lead Unit	Lead Unit Na...	PI	Deadline Date	Sponsor Code	Sponsor Name	Prime Spo
ati...	12088000	HOPKINS EXTREM...	Hurley, Ryan C	2021/06/01	303412	US GEOLOGICAL SURVEY	
d...	12026034	ENVIRON HEALTH...	Rajaram, Harihar	2020/06/03	303412	US GEOLOGICAL SURVEY	
cti...	16020600	CENTER FOR A LI...	Raynor, Jocelyn K	2016/02/01	303412	US GEOLOGICAL SURVEY	
u...	12026027	ENVIRON HEALTH...	Harman, Ciaran	2015/02/19	303412	US GEOLOGICAL SURVEY	
ne...	12026001	ENVIRON HEALTH...	Ball, William P	2014/11/25	303412	US GEOLOGICAL SURVEY	
tr...	11545003	EARTH AND PLA...	Lewis, Kevin	2014/06/30	303412	US GEOLOGICAL SURVEY	
E...	16025100	CLINICAL TRIALS	Wise, Robert A	2012/07/19	302017	CLINICAL TRIALS AND SURVEYS CORPORATI...	NATIONAL HI
fr...	10400000	APPLIED PHYSICS...	Murchie, Scott	2012/01/16	303412	US GEOLOGICAL SURVEY	
irc...	10400000	APPLIED PHYSICS...	Murchie, Scott	2012/01/16	303412	US GEOLOGICAL SURVEY	
je...	17046118	ENDOCRINOLOGY	Donner, Thomas W	2011/10/21	301955	SURVEY RESEARCH ASSOCIATES	
e...	17062111	REPRODUCTIVE E...	Zacur, Howard A	2011/08/29	302017	CLINICAL TRIALS AND SURVEYS CORPORATI...	NATIONAL IN
je...	17046118	ENDOCRINOLOGY	Donner, Thomas W	2010/09/13	301955	SURVEY RESEARCH ASSOCIATES	
ng...	10400000	APPLIED PHYSICS...	Lawrence, David	2010/02/25	303412	US GEOLOGICAL SURVEY	

When creating a proposal –

1. Click on the  icon.

ward type:

Sponsor:

2. Enter *text* and click <Find>.

Sponsor Search

Sponsor Search Sponsor Search Result

Sponsor Code	Sponsor Name	Acronym	Postal Code	Dun Bradstreet Number	Dun:
	survey				

OK
Cancel
Find
Clear

Results:

Sponsor Search

Sponsor Search Sponsor Search Result

Sponsor Code	Sponsor Name	Acronym	Sponsor Type
301557	SURVEY ACTION CENTER	SAC	Private Non-Profit
301955	SURVEY RESEARCH ASSOCIATES	SRA	Private Profit
302017	CLINICAL TRIALS AND SURVEYS CORPORATION	CTSC	Private Profit
303412	US GEOLOGICAL SURVEY	USGS	Federal

OK
Cancel
Find
Clear