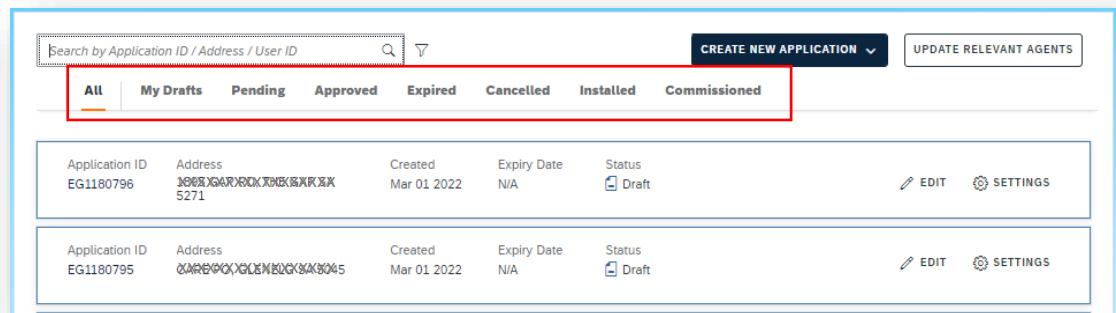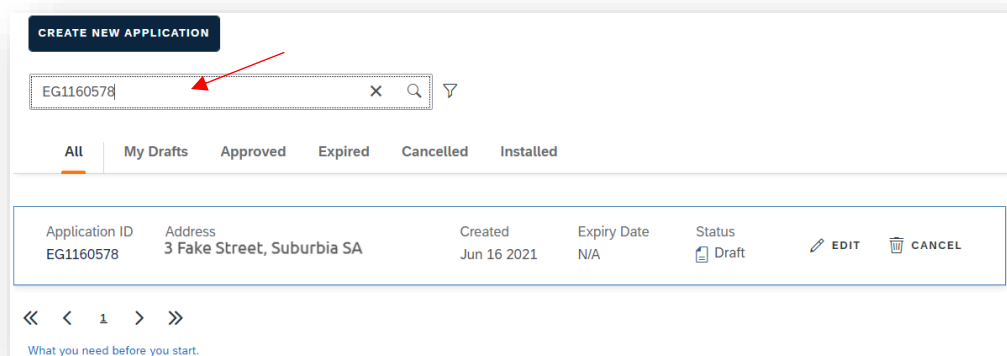# How do I find an application in SmartApply?

There are several ways you can search for an Application in SmartApply.
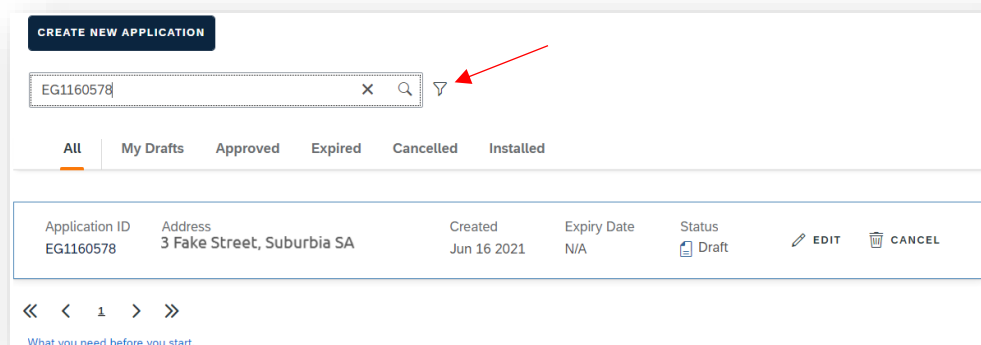
1. Click on the tabs to filter applications by status

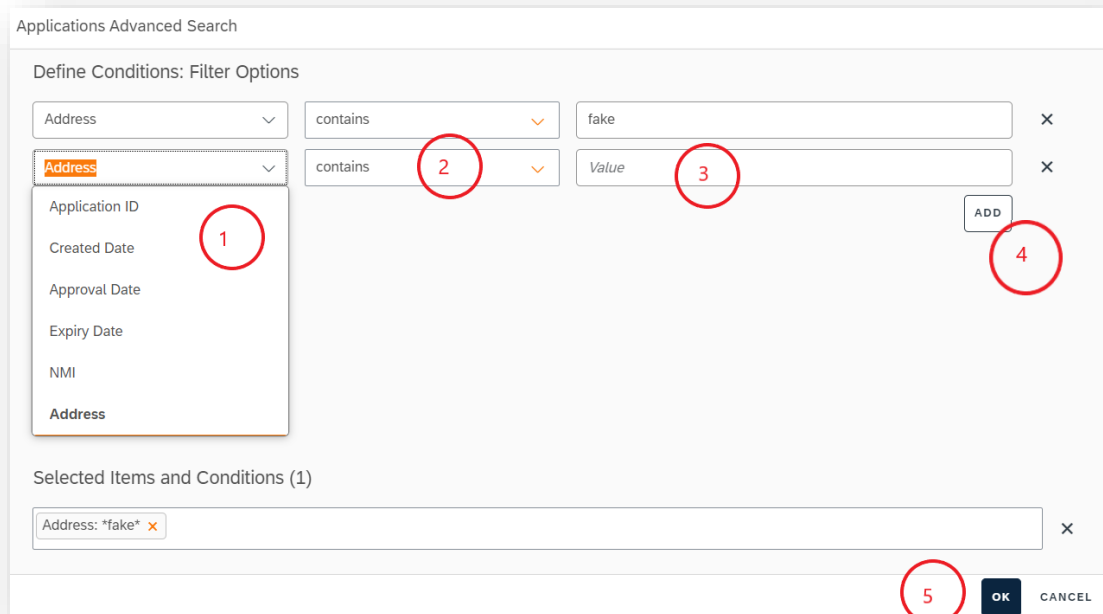2. Use the quick search to filter on application ID, address, or user ID

3. Use the advanced search, click on the funnel icon

In the advanced search window, you can add multiple selection criteria. Each one that you add shows in the "selected items and conditions" box at the bottom of the screen. The steps are:

1. Select which field you wish to filter on
2. Select the matching criteria. Do you want the field to contain a value, be equal to a value etc.
3. Enter the value you want to match in the field
4. Click Add. This will make the selection criteria appear in the box at the bottom of the screen.
5. Add more criteria if you wish. Once all criteria have been added click "OK" to search