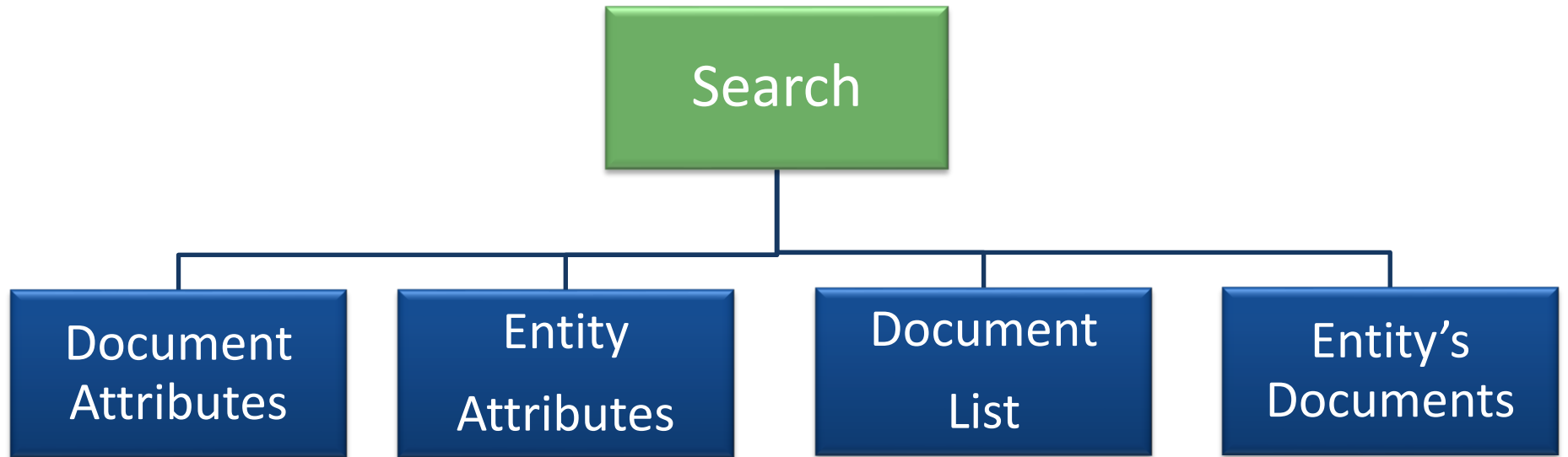




# ModalConnect User Training

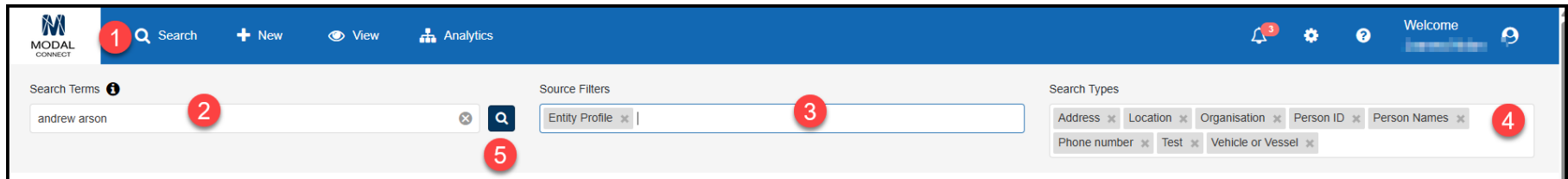
## Searching

*Make the Connection*





1. Select Search from the top menu
2. Enter the Search word/terms – click i to view the search conditions
3. Select Source Filters (defaults to the Entity Profile)
4. Select Search Types (defaults to All Types)
5. Click the Search button or Enter



The screenshot shows the Modal Connect search interface. The top navigation bar is blue and contains the Modal Connect logo, a search icon with a red circle '1', and menu items for 'Search', 'New', 'View', and 'Analytics'. On the right side of the navigation bar are notification, settings, help, and user profile icons. Below the navigation bar, the search interface is divided into three main sections: 'Search Terms', 'Source Filters', and 'Search Types'. The 'Search Terms' section has a text input field containing 'andrew arson' with a red circle '2' and a search button with a red circle '5'. The 'Source Filters' section has a dropdown menu showing 'Entity Profile' with a red circle '3'. The 'Search Types' section has a grid of buttons for 'Address', 'Location', 'Organisation', 'Person ID', 'Person Names', 'Phone number', 'Test', and 'Vehicle or Vessel', with a red circle '4' next to the 'Person Names' button.



1. Select results from the Type or Document/Entity Title column
2. Click on the result to open it within the same tab
3. Right click on result to open in a new tab or window
4. Clicking on the File Title opens the related File (permissions apply)

Search

Source Filter:

Entity Profile x Document Header x Document Content x Document Properties x

Document Attachment x Entity Note Content x Entity Attachment x 7 more x

**Search filters used**

Search Types:

Address x Location x Organisation x Person ID x Person Names x Phone number x Test x

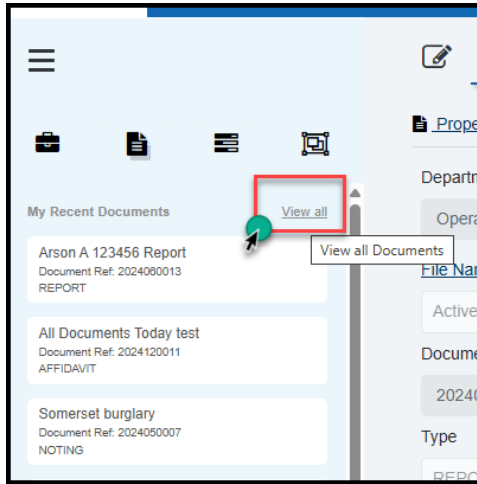
Vehicle or Vessel x

**Search types selected**

Date	Type	Document/Entity Title	File Title
10/10/2024	Document Content	A Riot Risk Oct 24.docx	Active Investigations
10/12/2024	Document Content	All Documents Today test	Operation T
09/11/2023	Entity Profile	Andrew, ARSON, 15/05/1985, PRN AA123456	
09/04/2026	Entity Note Content	Andrew, ARSON, 15/05/1985, PRN AA123456	
04/09/2024	Entity Attachments	Andrew, ARSON, 15/05/1985, PRN AA123456 / Andrew Arson	
14/08/2025	Entity Attachments	Andrew, ARSON, 15/05/1985, PRN AA123456 / Arson A	
04/09/2024	Entity Attachments	Andrew, ARSON, 15/05/1985, PRN AA123456 / Arson initial Report	
31/10/2024	Entity Attachments	Andrew, ARSON, 15/05/1985, PRN AA123456 / Email with attachm	
10/06/2024	Document Content	Arson A 123456 Report	Active Investigations
27/09/2024	Document Note Content	Arson A 123456 Report	Active Investigations

10 20 30 50

Page 1 of 3 (26 items) < 1 2 3 >



From My Recent Documents click View All to open the Document List

Documents are listed by most recent Created date  
Use the Filters to Search the Documents list.  
Columns can be sorted by clicking into the column header.

**Documents**

File Title

Document Number

Document Created Start Date

Document Title

Document Type

Document Owner

Search Filters

Document Created End Date


dates default to current month

Document Number	Title	File Number	Type	Owner	Created Date	Last Updated
2026040003	TheDetail.txt	202308080002	REPORT	opuser_...	07/04/2026	07/04/2026
2026040002	Email with attachment sample x2.msg	202308080002	REPORT	opuser_...	07/04/2026	07/04/2026
2026040001	A LiNK Form Fisheries incident rep...	202308080002	REPORT	opuser_...	07/04/2026	07/04/2026



1. Open an Entity Profile
2. Click on the Document label to expand and view the related Documents list
3. Click on a Document Title to open it in the same tab.
4. Right click on a Document Title to open it in a new tab or window

Profile Attachments Chart View
Entity Profile
Person: Andrew, ARSON, PRN AA123, (01/02/1980)



Summary Updated: 22/12/2025 | Entity Added: 30/08/2023

**B I U** [List Icons] [Link Icon]

Last update 16/07/25  
 Arson is a long term patched member of Satans Spit 21/03/2022  
 Arson found with contraband 15/02/2023  
 Arson Review due 24 October 2023 Updated 31 October 2025  
 1. Arson on Bing

Notes (16) [Dropdown Arrow]

Tags (7) [Dropdown Arrow]

Properties (9) [Dropdown Arrow]

**ALL DOCUMENTS** - Visible (30) Total (32) [Dropdown Arrow]

Document Title	Document Created	Document Type	Document Number
<a href="#">Arson-A incident.pdf</a>	20/01/2026	REPORT	2026010037
<a href="#">DRAFT Barry Bolt Incident</a>	01/09/2025	DRAFT Report	2025090001
<a href="#">Initial Occurrence - Report Vehicle Collision</a>	25/02/2025	DRAFT Report	2025020030
<a href="#">Threat report Martin Mike 20250629</a>	05/02/2025	REPORT	2025020008



*Make the Connection*