

INSTRUCTIONS FOR NEW PUBLIC SEARCH SYSTEM

July 1, 2012

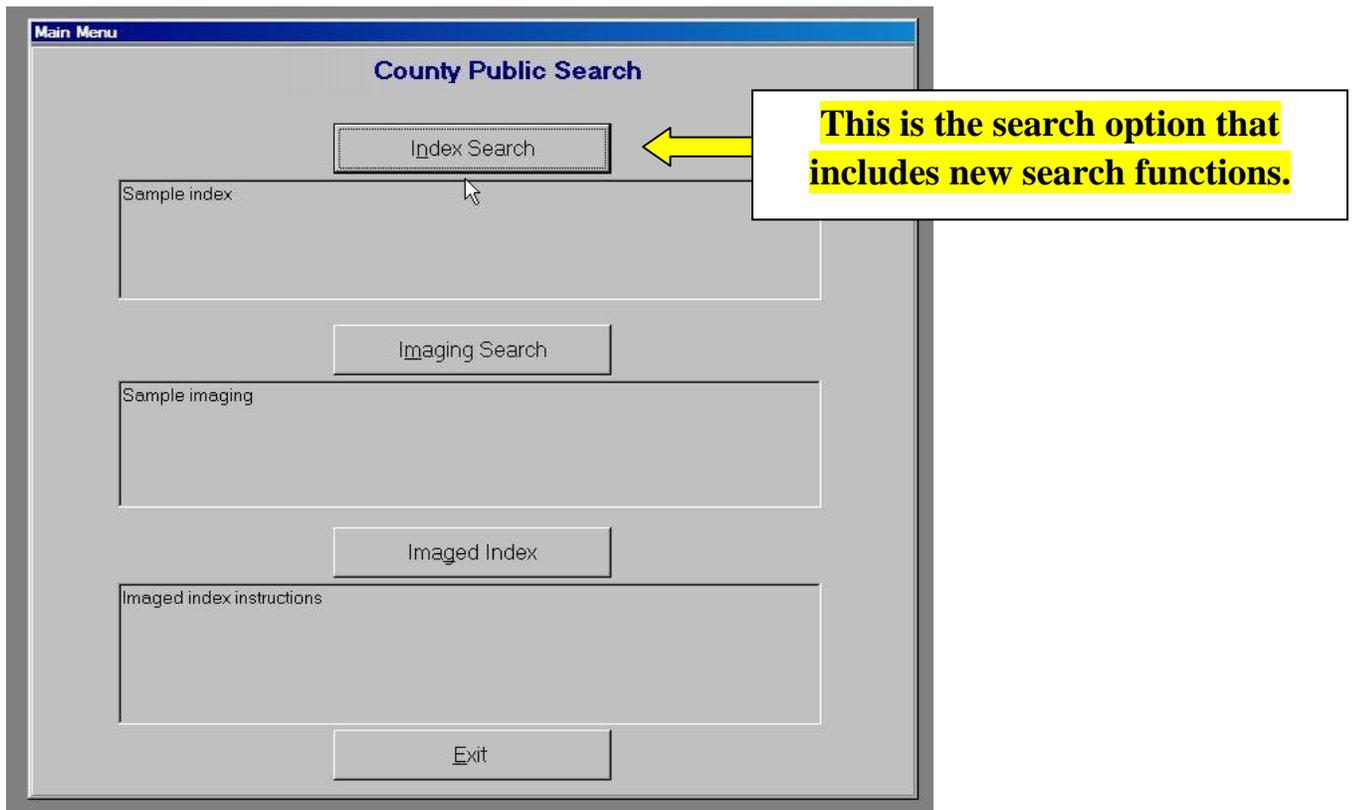
The public search system has been modified and improved to comply with new state indexing standards effective July 1, 2012. This document is intended to serve as a guide to the new features of this system and to explain the search options available to the user, including the search logic for each of these new features. The initial menu of the screen is consistent with the prior system.

The first option (“Index Search”) contains the new search options required for compliance with the indexing standards.

The second option (“Imaging Search”) allows the user to access images by entering the book and page number by book type. This is the same imaging program that was previously available. No changes were made to this program.

The third option (“Imaged Index”) allows the user to access scanned historical index books. This program also has not been changed. Not all systems have this option.

Choose one of these three options to begin your search. From later screens, the user can return to this initial main menu by choosing “Main Menu” in the upper right hand corner.



The New Search Screen Menu

Click Main Menu Button to return to main search menu



Logan Systems NC Public Search(1.00.0079) - [NC Public Search]

Index Search | Directory | Index/Detail | Custom User List | Main Menu

County

Consolidated Real Property Index (Land)
 All Births Deaths Marriages Plats

Name Type: Human Non-Human Auto Complete

Name: Surname (last name) * [text input]
Given Name [text input]

Optional Restrictions - Results will be filtered by these restrictions if used

Series: [Any] [dropdown]
Start Date: [text input] Type: Recorded [dropdown]
End Date: [text input]
Instr Type(s) (sep by .): [text input]

Search Options:
 Sounds like (soundex) Include Surname/Non-Human Name Begins With [Search] [Clear]

Index Type	Range
Consolidated Real Property Index (Land)	01/04/1993 to 05/15/2012
Births	01/01/1913 to 03/26/2012
Deaths	01/01/1913 to 05/15/2012
Marriages	01/01/1868 to 06/04/2012
Plats	05/04/1993 to 05/31/2012

Custom User List: 0 [Clear Custom User List]

Sample disclaimer

<<Back (ESC) | Next>> (Enter) | Add Checked to Custom | Print Checked | Prev 50 | Next 50

Use these radial buttons to select type of index to search



Summary of Features

1. **“ALL SEARCH”**: Users can choose to search individual index types (such as Land, Births, Deaths, etc.), or they can choose to search all of the displayed index types at the same time by choosing the “All” radial. Only one option can be chosen. The radial buttons are at the top of the screen.

2. **HUMAN NAME SEARCH**: After selecting the index type to search (All, Land, Birth, etc.), select the type of name to search. For Human names, select the Human radial.

The screenshot shows a search interface with the following elements:

- At the top, a radio button labeled "Consolidated Real Property Index (Land)" is selected.
- Below it, five radio buttons are visible: "All", "Births", "Deaths", "Marriages", and "Plats".
- Underneath, there are two radio buttons for "Name Type": "Human" (selected) and "Non-Human". A yellow arrow points from a text box to this "Human" radio button.
- To the right of the "Human" radio button, a yellow text box contains the text: "Radials for selecting Human or Non-Human".
- Below the name type buttons are two text input fields: "Surname (last name)" and "Given Name".
- At the bottom, there is a section titled "Optional Restrictions - Results will be filtered by these restrictions if used".
- On the left side, there is a sidebar with a "Name" header and two items: "Book/Page" and "Instrument #".

HUMAN SEARCH--SURNAME FIELD: The human surname field uses “exact match” logic, meaning the system will find all EXACT matches for the SURNAME field, even if the name is not the first name in the field.

Example: If the user searches SMITH, the system

WILL FIND surnames like this:

SMITH
JONES SMITH
HENDERSON-SMITH

WILL NOT FIND surnames like this:

SMITHERS
SMYTH

HUMAN SEARCH—GIVEN NAME FIELD: The given name field works with “starts with” logic, meaning it will find all matches that START WITH the characters entered.

Example: If the user searches SMITH in the SURNAME FIELD and JOHN in the GIVEN NAME FIELD, the system **WILL FIND** names like this:

HENDERSON-SMITH, JOHN
JONES SMITH, JOHN
SMITH, JOHN
SMITH, JOHN A
SMITH, JOHN ALBERT
SMITH, JOHNNY
SMITH, STEVEN JOHN

The given name field can be searched with a single character.

Example: If the user searches SMITH in the SURNAME FIELD and J in the GIVEN NAME FIELD, the system will return as a match all SMITH surnames that contain at least one name in the given name field that starts with J, including JR. Thus, the system **WILL FIND** names like this:

SMITH, A J
SMITH, ALBERT JOSHUA
SMITH, BARRY JR
SMITH, J ADAM
SMITH, JAMES
SMITH, JOHN
SMITH, WALTER JOHN
WATSON SMITH, JAMES

3. NON-HUMAN NAME SEARCH: After selecting the index type to search (All, Land, Birth, etc.), select the type of name to search. For Non-Human names, select the Non-Human radial. Once selected, the only name field available is NON-HUMAN NAME. The system will find any name that contains ALL of the words entered into the Non-Human Name Field. The words can be anywhere in the name, do not have to be together in the name, and do not have to be in the order entered into the search field.

The screenshot shows a search interface with several sections. At the top, there are radio buttons for 'All', 'Births', 'Deaths', 'Marriages', and 'Plats'. Below this is a 'Name' section with a 'Name Type' field containing two radio buttons: 'Human' and 'Non-Human'. The 'Non-Human' radio button is selected. A yellow callout box with a black border and a yellow background points to these radio buttons with the text 'Radials for selecting Human or Non-Human'. Below the 'Name Type' field is a 'Non-Human Name' field containing the text 'FIRST BAPTIST CHURCH'. There is also a 'Given Name' field which is empty. Below these fields is a section titled 'Optional Restrictions - Results will be filtered by these restrictions if used'. This section contains a 'Series' field with a dropdown menu showing '(Any)'. On the left side of the interface, there are several other fields: 'Book/Page', 'Instrument #', and 'Recorded Date', each with a corresponding input field.

Example: If the search is HOUSING URBAN, the system will return any indexed entries that contain **both** HOUSING and URBAN:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
DEPT OF HOUSING AND URBAN DEVELOPMENT
SECRETARY OF HOUSING & URBAN DEVELOPMENT
SECRETARY OF HOUSING AND URBAN DEVELOPMENT
USA HOUSING AND URBAN DEVELOPMENT

Example: If the search is DAVIE COUNTY the system will return results such as:

ARCHERY COMPANY OF DAVIE COUNTY
COUNTY DAVIE
COUNTY OF DAVIE
DAVIE COUNTY
DAVIE COUNTY BOARD OF HEALTH

SEARCHING FEWER WORDS MAY YIELD MORE ACCURATE RESULTS: If the search includes multiple words, **ALL of the words must be found in the name.**

Example: If the search is FIRST BAPTIST CHURCH TRUSTEES, then the system will have to find all four words. The order does not matter. In the example, the system **WILL FIND** TRUSTEES OF FIRST BAPTIST CHURCH OF MOCKSVILLE **WILL NOT FIND** FIRST BAPTIST CHURCH OF DAVIE COUNTY because the word trustees was not in the name

Thus, the ideal search would be one with the fewest words to find all variations of the name that is being searched. **Use key words in the name, regardless of the order.** The system will return all of the names in the index that contain all of the words searched, regardless of the order of the words in the non-human name.

4. OPTIONAL RESTRICTIONS TO THE NAME SEARCH: This portion of the screen allows the user to return fewer than all matches for the name searched.

All Index Types--Start Date/End Date: This restriction may be used in all index type searches (All, Land, Birth, etc.). The user may enter a start date to retrieve results starting on or after that date. The user may enter an end date to restrict results to a time period between the start and end date, but it is not necessary to enter an end date. If no end date is entered, the search results will be for the start date through the most recently available records. If no start date is entered the search results will be for the entire time period that records are available for the index type being searched.

Land Index Only: If the “Consolidated Real Property Index (Land)” option is selected, the user can also filter the search **by series (grantor or grantee) and instrument type(s) such as DEED, QCD, etc.** To restrict by more than one instrument type, enter the instrument types with a comma and no space between them.

The screenshot shows a search interface for the Consolidated Real Property Index (Land). The interface includes the following elements:

- Consolidated Real Property Index (Land)** (selected)
- Radio buttons for **All**, **Births**, **Deaths**, **Marriages**, and **Plats**.
- Name** section:
 - Name Type**: Human, Non-Human, Auto Complete
 - Surname (last name)**: SMITH
 - Given Name**: JOHN
- Optional Restrictions - Results will be filtered by these restrictions if used** section:
 - Series**: 1 - Grantor
 - Start Date**: 1/1/2000
 - End Date**: 12/31/2002
 - Instr Type(s) (sep by .)**: DEED
 - Type**: Recorded
- Search Options**:
 - Sounds like (soundex)
 - Include Surname/Non-Human Name Begins With
- Search** and **Clear** buttons.
- Custom User List** button.

5. USEFUL OPTIONAL SEARCH FEATURES:

SOUNDEX: The soundex (sounds like) feature allows users to find not only the name searched, but also names that sound like the name searched. To access this feature, click on the “Sounds like (soundex)” option under “Search Options.” This is on the same line as the Search button itself. The logic works for human surnames and non-human names. It does not apply to human given names.

The screenshot shows a search form with a sidebar on the left containing fields like 'Name', 'Book/Page', 'Instrument #', 'Recorded Date', and 'Description'. The main form has 'Name Type' set to 'Human' and 'Surname (last name)' entered as 'REEVES'. Under 'Optional Restrictions', there are fields for 'Series', 'Start Date', 'End Date', and 'Instr Type(s)'. In the 'Search Options' section at the bottom, the checkbox for 'Sounds like (soundex)' is checked. A yellow box with the text 'SOUNDEX' and an arrow points to this checkbox. Other search options include 'Include Surname/Non-Human Name Begins With', 'Search', 'Clear', and 'Custom User List'. At the bottom, there are date ranges for 'Consolidated Real Property Index (Land)' and 'Births'.

Example: If the search is for the Surname SMITH and Soundex is selected, the system will find SMITH and SMYTH

Example: If the search is for the Surname REEVES and Soundex is selected, the system will find REAVES, REAVIS, REEVES, REVIS, etc.

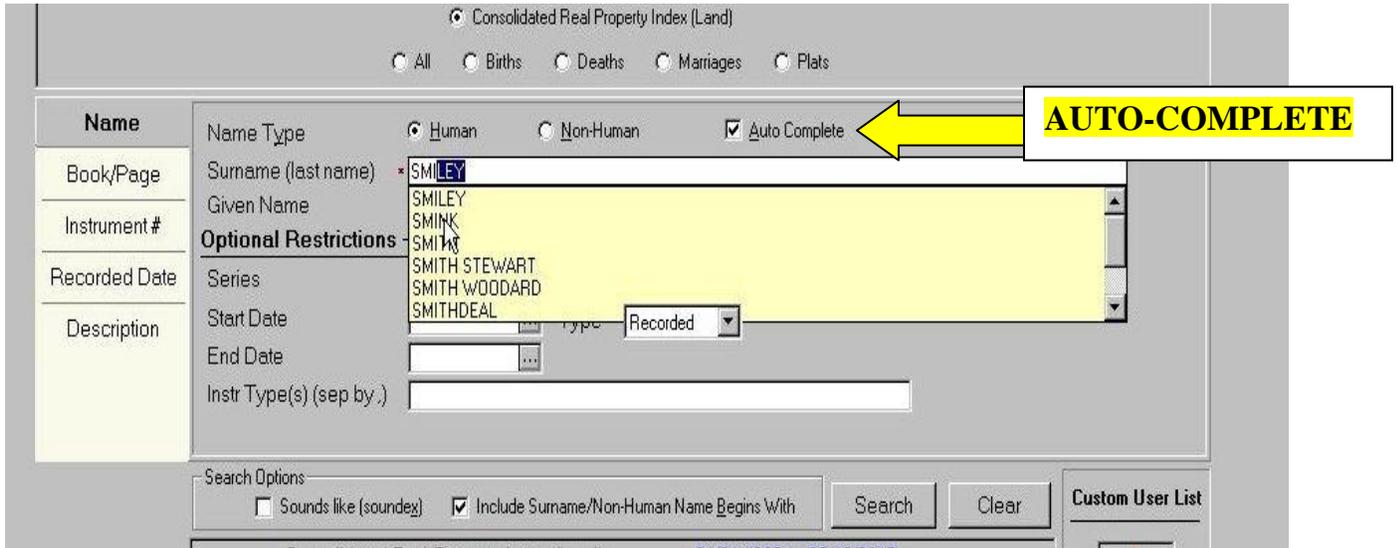
INCLUDES SURNAME/HON-HUMAN NAME BEGINS WITH: Instead of requiring an exact match of a surname or non-human name, this search feature allows the user to access names that “start with” the entry. For human names, it must be the beginning of the surname. For non-human names, it must be the beginning of the non-human name. The logic will NOT find the name searched later in the name.

The screenshot shows the same search form as above, but with 'Surname (last name)' entered as 'SAND'. In the 'Search Options' section, the checkbox for 'Include Surname/Non-Human Name Begins With' is checked. A yellow box with the text 'INCLUDE SURNAME/ NON-HUMAN NAME BEGINS WITH' and an arrow points to this checkbox. The rest of the interface is identical to the previous screenshot.

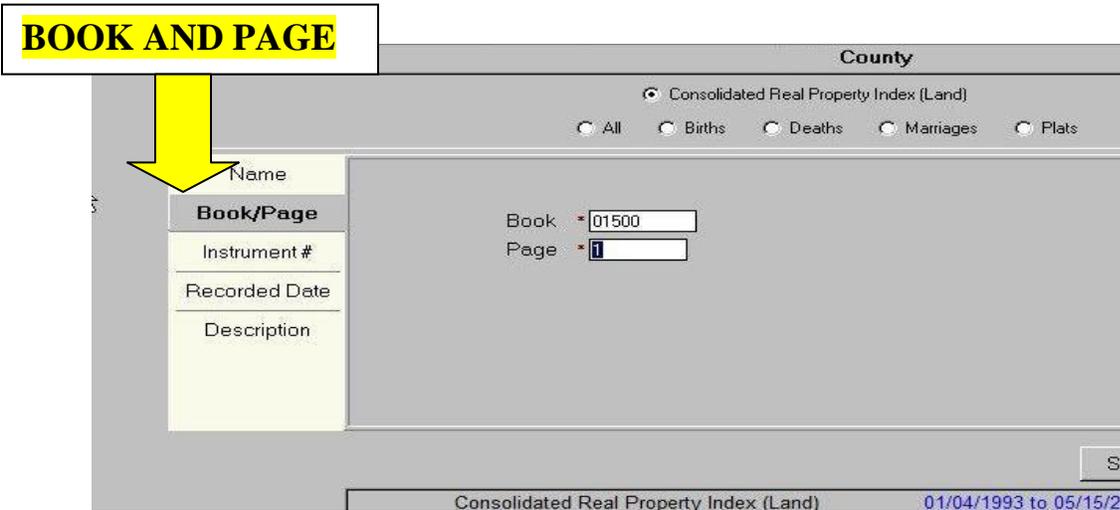
Example: If using this option, a human search for SAND
WILL FIND SAND, SANDS, SANDES, SANDERS, SANDERSON, and SANDERSONS
WILL NOT FIND SMITH-SAND or JONES SANDERSON

Example: If using the option for non-human names (not recommended), a search of CAND
WILL FIND CANDLE STORE
WILL NOT FIND THE CANDLE STORE because the name did not start with CAND

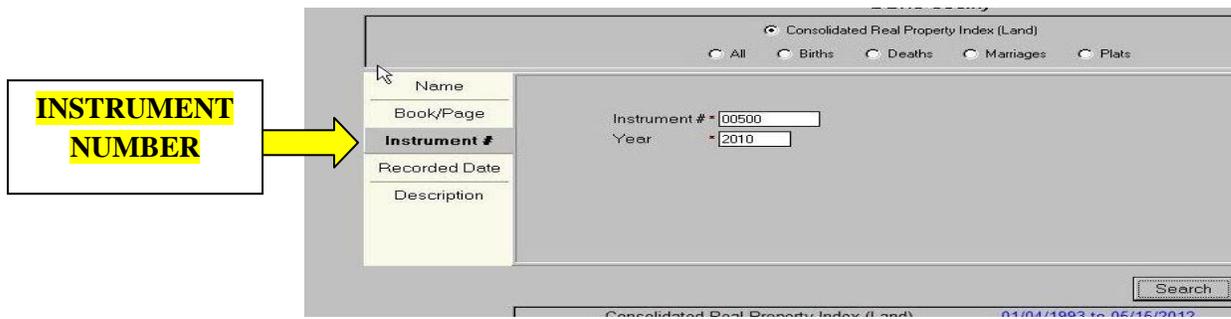
AUTO-COMPLETE: This feature can be chosen by clicking in the Auto-Complete box to the right of the human and non-human name radials. If chosen, the system will return up to 10 name matches in alphabetical order as the searcher types in the name. To select a name for the search from the auto complete list, just double click on that name. This feature can be used for both human surnames and given names. It can also be used for non-human names.



6. BOOK AND PAGE INDEX SEARCH: Choose the “Book/Page” option on the left side of the menu (under Name). The system will allow you to enter both a book and page number and the search results will be returned in an order sorted by book and page. If your index search does not have an exact match, the system will take the user to the closest match.



7. INSTRUMENT NUMBER SEARCH: This option is primarily for ROD staff use. It allows the user to find an instrument by its instrument number and year.



8. RECORDED DATE SEARCH: Choose the option on the left side of the screen for “Recorded Date.” This option allows the user to search any or all index types by date only without the need for a name. The beginning date is required. The ending date is optional. The results can be returned for all matches, or can be further restricted by instrument type(s). If restricted by instrument types, only the instruments that match both the date restriction and the instrument type(s) will be displayed.



9. PIN SEARCH: For offices that index PIN number, a search by this number is available. The search requires an exact match. If the office does index PIN number, an option will be shown on the left side of the screen below “Recorded Date.” If the office does not index PIN, then no option will be available.

10. DESCRIPTION SEARCH: Choose the “Description” option on the left side of the screen to use this option. This option allows users to search the description information keyed into the index. The logic is the same as the non-human name logic. Any words keyed in must match exactly. If the county uses abbreviations for lot, block, etc, then these abbreviations must be used. Likewise, any numbers combined with letters will be considered a single word unless separated by a space.

Example: If the user searches Lot 16, the system
WILL FIND descriptions that include Lot 16 or 16 Lot
WILL NOT FIND descriptions that include LT16 or LT 16

Directory Screen

The results of a name search are displayed in a directory screen. The screen shows all matches and the number of records for each match. Each unique name will be a separate entry. As punctuation is added to names after July 1, 2012, names with and without punctuation will be separate entries.

The screenshot shows a web application window titled "Logan Systems NC Public Search(1.00.0079) - [NC Public Search]". The main content area displays the results of a search for "SMITH, JOHN". The search results are presented in a table with two columns: "Name" and "Entries". The table lists various names, including "SMITH, DAVID JOHN" (2 entries), "SMITH, DAVID JOHN JR" (2 entries), "SMITH, JOHN" (3 entries), "SMITH, JOHN A" (2 entries), "SMITH, JOHN ANDERSON" (1 entry), "SMITH, JOHN ASHLEY" (1 entry), "SMITH, JOHN BLAIR" (2 entries), "SMITH, JOHN C" (1 entry), "SMITH, JOHN CALVIN" (1 entry), "SMITH, JOHN CARR" (1 entry), "SMITH, JOHN D" (1 entry), "SMITH, JOHN E" (10 entries), "SMITH, JOHN EDWARD" (3 entries), "SMITH, JOHN FRANK" (2 entries), "SMITH, JOHN H" (1 entry), "SMITH, JOHN HARMON" (1 entry), "SMITH, JOHN HENRY" (3 entries), "SMITH, JOHN HERMAN" (1 entry), "SMITH, JOHN K" (9 entries), "SMITH, JOHN KENNY" (5 entries), "SMITH, JOHN L" (2 entries), "SMITH, JOHN MICHAEL" (1 entry), "SMITH, JOHN N" (1 entry), "SMITH, JOHN O." (1 entry), "SMITH, JOHN ODELL" (1 entry), "SMITH, JOHN OSBORN" (1 entry), "SMITH, JOHN P" (12 entries), "SMITH, JOHN PRESTON" (2 entries), "SMITH, JOHN QUENTIN" (2 entries), "SMITH, JOHN RICHARD" (2 entries), and "SMITH, JOHN ROBIN" (1 entry). The table is scrollable, and a mouse cursor is visible over the "SMITH, JOHN ASHLEY" entry. Below the table, there are navigation buttons: "<<Back (ESC)", "Next>> (Enter)", "Add Checked to Custom", "Print Checked", "Prev 50", and "Next 50".

Name	Entries
<input checked="" type="checkbox"/> SMITH, DAVID JOHN	2
<input type="checkbox"/> SMITH, DAVID JOHN JR	2
<input type="checkbox"/> SMITH, JOHN	3
<input type="checkbox"/> SMITH, JOHN A	2
<input type="checkbox"/> SMITH, JOHN ANDERSON	1
<input type="checkbox"/> SMITH, JOHN ASHLEY	1
<input type="checkbox"/> SMITH, JOHN BLAIR	2
<input type="checkbox"/> SMITH, JOHN C	1
<input type="checkbox"/> SMITH, JOHN CALVIN	1
<input type="checkbox"/> SMITH, JOHN CARR	1
<input type="checkbox"/> SMITH, JOHN D	1
<input type="checkbox"/> SMITH, JOHN E	10
<input type="checkbox"/> SMITH, JOHN EDWARD	3
<input type="checkbox"/> SMITH, JOHN FRANK	2
<input type="checkbox"/> SMITH, JOHN H	1
<input type="checkbox"/> SMITH, JOHN HARMON	1
<input type="checkbox"/> SMITH, JOHN HENRY	3
<input type="checkbox"/> SMITH, JOHN HERMAN	1
<input type="checkbox"/> SMITH, JOHN K	9
<input type="checkbox"/> SMITH, JOHN KENNY	5
<input type="checkbox"/> SMITH, JOHN L	2
<input type="checkbox"/> SMITH, JOHN MICHAEL	1
<input type="checkbox"/> SMITH, JOHN N	1
<input type="checkbox"/> SMITH, JOHN O.	1
<input type="checkbox"/> SMITH, JOHN ODELL	1
<input type="checkbox"/> SMITH, JOHN OSBORN	1
<input type="checkbox"/> SMITH, JOHN P	12
<input type="checkbox"/> SMITH, JOHN PRESTON	2
<input type="checkbox"/> SMITH, JOHN QUENTIN	2
<input type="checkbox"/> SMITH, JOHN RICHARD	2
<input type="checkbox"/> SMITH, JOHN ROBIN	1

If the user only wants to see the index and detail information for one of the directory names, highlight that name and press enter (or the next button at the bottom left of the screen). All of the index and detail information will be displayed for each of the entries for that name. If the user wants to see the index and detail information for more than one directory name, check the boxes to the left of the name for all names the user wants to review together. Once in the index/detail screen, the indexing information can be sorted by clicking on any of the headings, such as recorded date.

Click this box to select every name (which will place a check in the box next to every name)

To view or print information for a single or a few names at a time, individually click the boxes next to the names to select them.

Once names are selected, click "next" or enter to view the index detail for the selected names.

Or-click "add checked to custom" to create a custom list

Or-click "print checked" to print the directory list of checked names

Entries
1
2
1
1
1
1
1
1
1
3
4
2
4
1
2
15
1
7
2
1
6
2
2
4
1
5
2
1
1
4
1
7
11

Buttons at the bottom: <<Back (ESC), Next>> (Enter), Add Checked to Custom, Print Checked, Prev/50, Next/50

In order to print the entire directory, check every box to the left of the names by clicking the box in the heading. One click of this box will put a check in each box. Another click will uncheck each box. If you want to print only certain directory entries, check only the boxes next to the desired names. Prior to checking at least one box, the print checked button is disabled.

Index/Detail Screen

This screen displays the combined index and detail information, with the index information at the top of the screen, and the detail information at the bottom of the screen. The detail information changes as the cursor highlights different indexing information, displaying all of the information for that instrument, including all parties.

Logan Systems NC Public Search(1.00.0079) - [NC Public Search]

Index Search | Directory | **Index/Detail** | Custom User List | Main Menu

All Indexes Name Search - Human : SMITH, JOHN

Index	Series	Name	Reverse Party	Rcord Date	Type	
<input checked="" type="checkbox"/>	Land	2 - Grantee	SMITH, JOHN E	BRUCE SMYERS	05/24/2000	DEED
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	T DAN WOMBLE; TR	05/24/2000	D T
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	T DAN WOMBLE; TR	01/25/2005	APPMT
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	FLAGSTAR BANK FSB	04/25/2005	TR D
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	T DAN WOMBLE; TR	06/20/2005	FCL
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	MERS	06/15/2007	D T
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	BANK OF THE CAROLINAS	06/18/2009	D T
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	AMERICAN BROKERS CONDUIT	06/18/2009	N REQ
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	MORTGAGE ELECTRONIC REGISTRATION SYST...	11/14/2011	SAT
<input checked="" type="checkbox"/>	Land	1 - Grantor	SMITH, JOHN E	SAMMY LONG; TR	12/01/2011	SAT

+ Instrument is a correction of a previously recorded instrument - Instrument has been corrected

Original Instrument

Instrument	03506
Type	DEED
Recorded Date	05/24/2000
Book	00335
Page	0115
Description	0.786 AC & ESMTS CAL TP

Image (F11) | Print Instrument

Series	Name
1 - Grantor	SMYERS, BRUCE
1 - Grantor	SMYERS, BRUCE W
1 - Grantor	SMYERS, DARLA
2 - Grantee	SMITH, JOHN E
2 - Grantee	SMITH, KAREN E

<<Back (ESC) | Next>> (Enter) | Add Checked to Custom | Print Checked | Prev:50 | Next:50

Click one of these headings to sort based on that information.

Click this button to view image for instrument displayed

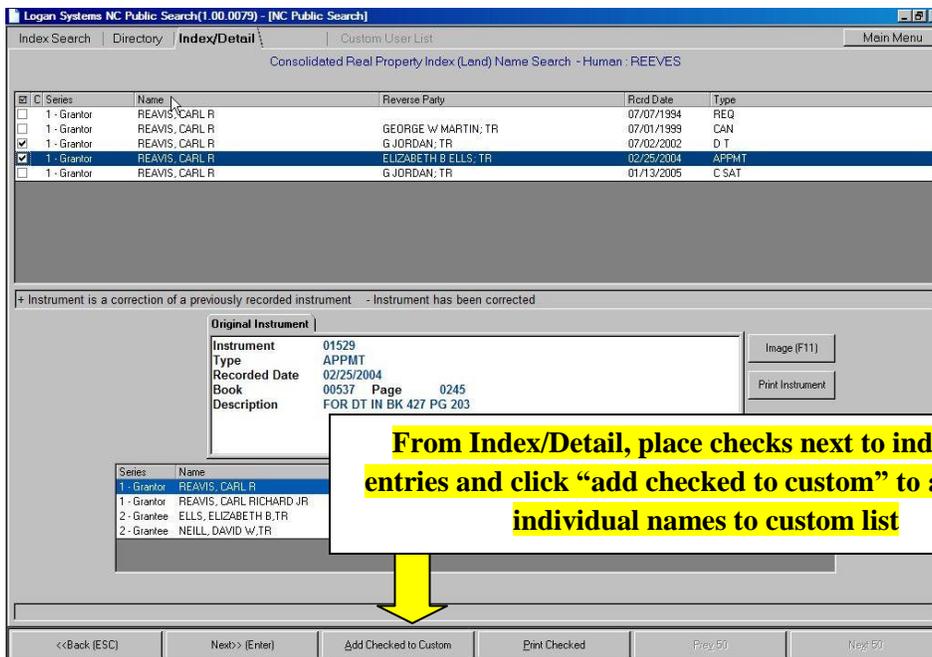
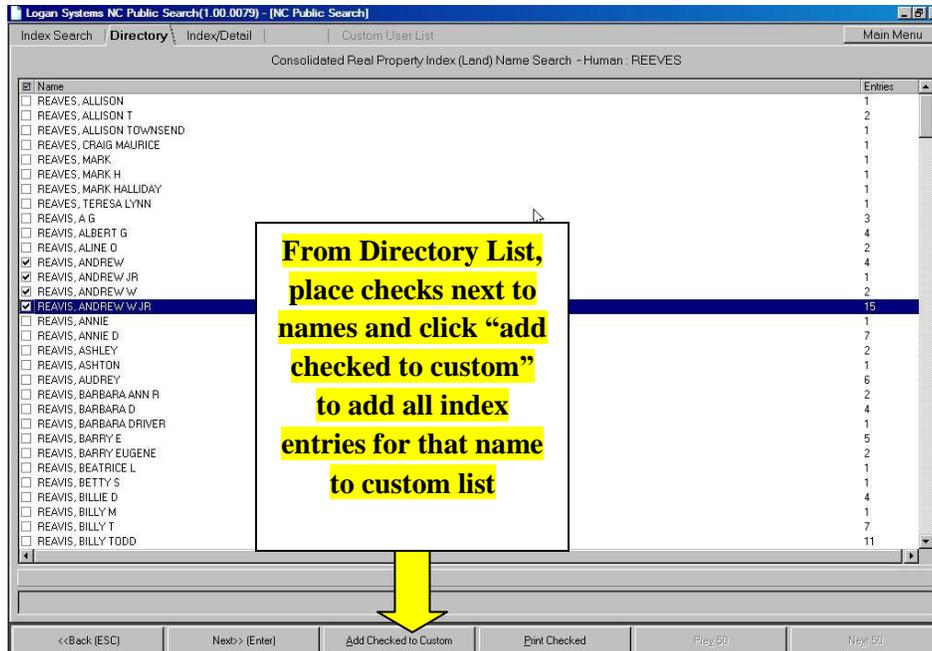
The index information is sortable by clicking on the field headings such as recorded date or instrument type.

To access an image from this screen, the user can

- Click on the image button to the right of the detail information, OR
- Press F11, OR
- Press enter with one of the index entries highlighted, OR
- Double click on a particular index entry.

Custom List

Directory entries can be added to a “Custom List”. To add names from the directory, click in the box to the left of the directory name for each name that you want to add to the custom list. Then, choose the “Add Checked to Custom” option at the bottom of the screen.



To access the custom list, click on the custom list tab at the top of the screen after names have been added. The tab will display the number of records in the custom list.

Once names are added to a custom list, the custom list tab becomes active and can be clicked on to view.

Logan Systems NC Public Search(1.00.0079) - [NC Public Search]

Index Search | Directory | Index/Detail | **Custom User List (22)**

Custom User List

<input type="checkbox"/>	C Series	Name	Reverse Party	Rcld Date	Instr #	Type
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	GEORGE W MARTIN; TR	01/26/1999	00627	D T
<input checked="" type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	GEORGE W MARTIN; TR	02/04/1999	00971	CAN
<input type="checkbox"/>	1 - Grantor	REAVIS, CARL R	GEORGE W MARTIN; TR	07/01/1999	05319	CAN
<input type="checkbox"/>	1 - Grantor	REAVIS, CARL R	G JORDAN; TR	07/02/2002	05759	D T
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	R GRATTAN JR BROWN; TR	08/25/2003	09328	D T
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	GEORGE W MARTIN; TR	08/29/2003	09554	CAN
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	MERS	06/09/2006	05181	D T
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	CENTRAL CAROLINA BANK	06/19/2006	05402	SAT
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	GEORGE RANDALL REAVIS	06/04/2009	03319	P A
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	MARY ABIGAIL REAVIS	06/04/2009	03320	DEED
<input type="checkbox"/>	2 - Grantee	REAVIS, ANDREW W JR	MARY ABIGAIL REAVIS	06/04/2009	03318	P A
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW JR,EXR		10/29/2009	06454	PLAT
<input type="checkbox"/>	1 - Grantor	REAVIS, ANDREW W JR	CHARLES J STEVENS	11/05/2009	06563	DEED

+ Instrument is a correction of a previously recorded instrument - Instrument has been corrected

Original Instrument

Instrument 00971
 Type CAN
 Recorded Date 02/04/1999
 Book 00295 Page 0535
 Description FOR DT IN BK 182 PG 788

Image (F11)

Print Instrument

Series	Name
1 - Grantor	REAVIS, ANDREW W JR
1 - Grantor	REAVIS, MARY ABIGAIL
2 - Grantee	MARTIN, GEORGE W,TR

<<Back [ESC] Next>> [Enter] Add Checked to Custom Print Checked Prev 50 Next 50

Click this button to view image for instrument displayed

The user can add to the custom list after multiple searches. The list will only be erased when the user determines that the list should be erased. It can be erased after printing through a prompt. In addition, on the main search screen, at the bottom right there is a display of the custom list that includes the number of records currently in the list. If the user wishes to erase the list, click on “Clear Custom User List.” This can also be done if the user starts a search on a computer when a prior user left a populated custom list.

The screenshot shows the 'Logan Systems NC Public Search(1.00.0079) - [NC Public Search]' window. The interface includes a navigation bar with 'Index Search', 'Directory', 'Index/Detail', and 'Custom User List'. The main area is titled 'County' and contains several search filters:

- County:** Radio buttons for 'Consolidated Real Property Index (Land)', 'All', 'Births', 'Deaths', 'Marriages', and 'Plats'.
- Name:** Radio buttons for 'Human' and 'Non-Human', and a checkbox for 'Auto Complete'.
- Search Fields:** Text boxes for 'Surname (last name)', 'Given Name', 'Series' (dropdown), 'Start Date', 'End Date', and 'Instr. Type(s) (sep by:)'.
- Optional Restrictions:** A section with a warning that results will be filtered by these restrictions if used.
- Search Options:** Checkboxes for 'Sounds like [soundex]' and 'Include Surname/Non-Human Name Begins With', along with 'Search' and 'Clear' buttons.
- Custom User List:** A table showing the current list of records and a 'Clear Custom User List' button.

The 'Custom User List' table contains the following data:

Consolidated Real Property Index (Land)	01/04/1993 to 05/15/2012
Births	01/01/1913 to 03/26/2012
Deaths	01/01/1913 to 05/15/2012
Marriages	01/01/1868 to 06/04/2012
Plats	05/04/1993 to 05/31/2012

A yellow callout box with the text 'Click here to Clear Custom User List' and a yellow arrow points to the 'Clear Custom User List' button in the Custom User List section.