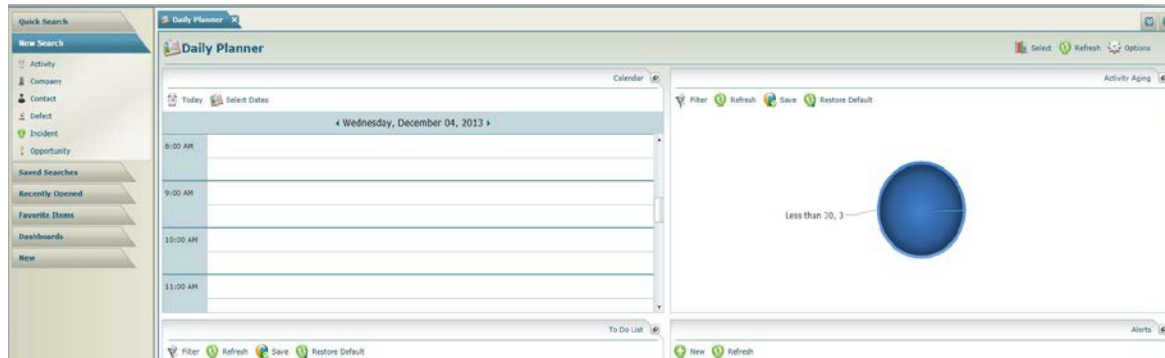
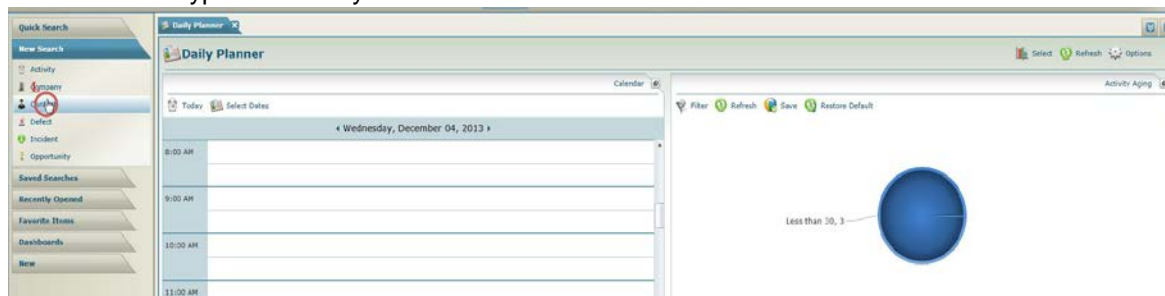


Change Search Display Columns

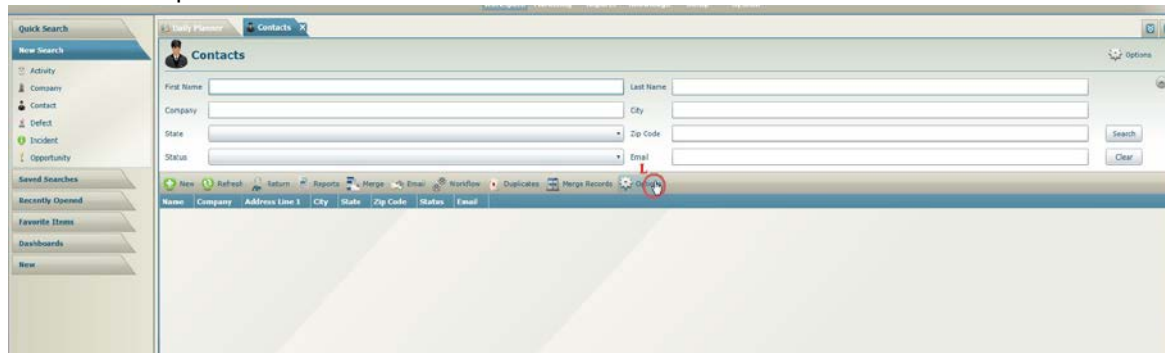
1. Left Click New Search.



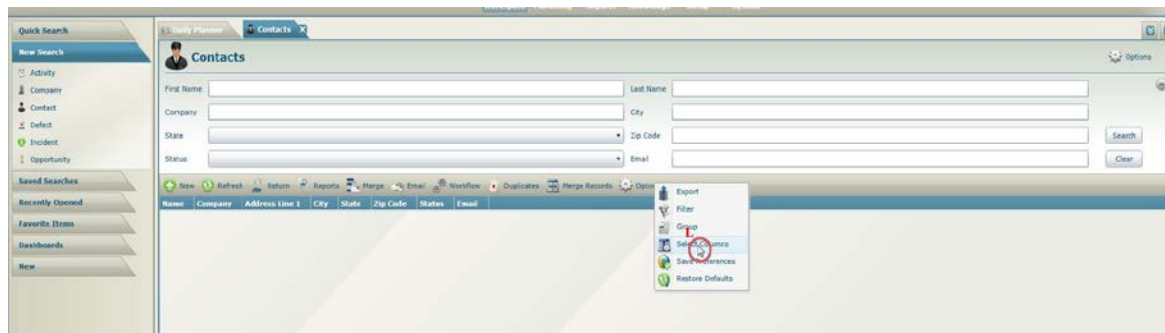
2. Choose the type of record you want to search for. We selected Contact.



3. Left Click Options.



4. Left Click Select Columns.

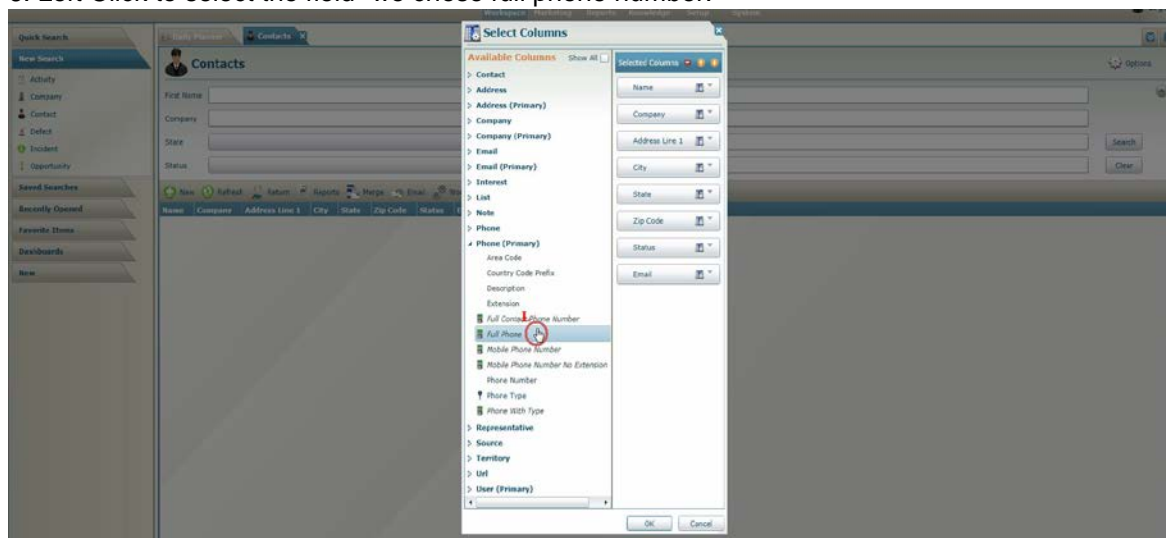


Change Search Display Columns

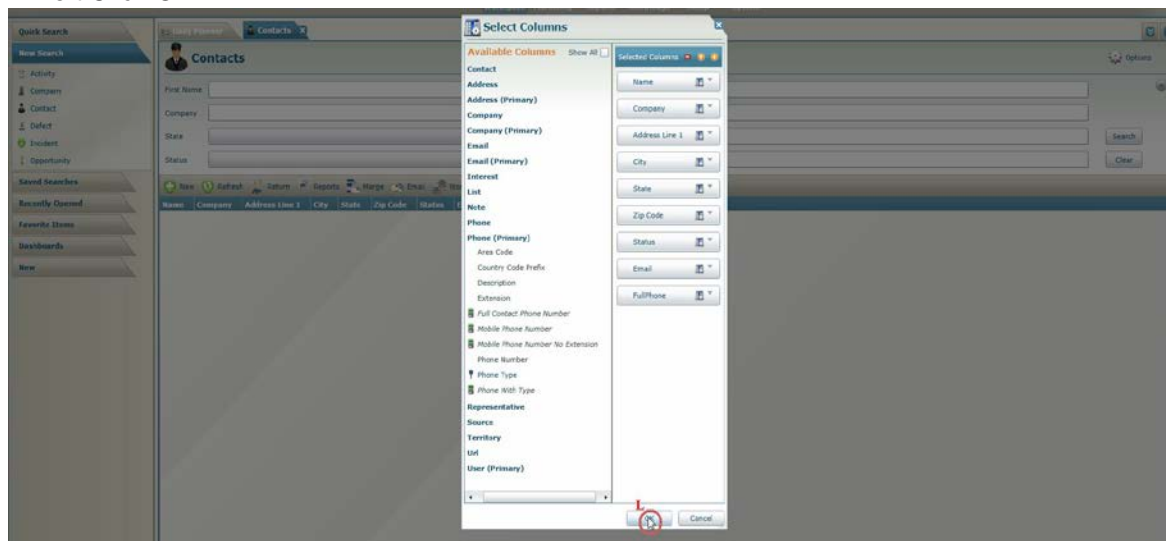
5. Left click to expand the field(s) you want to add to your grid display. We chose Telephone.



6. Left Click to select the field- we chose full phone number.

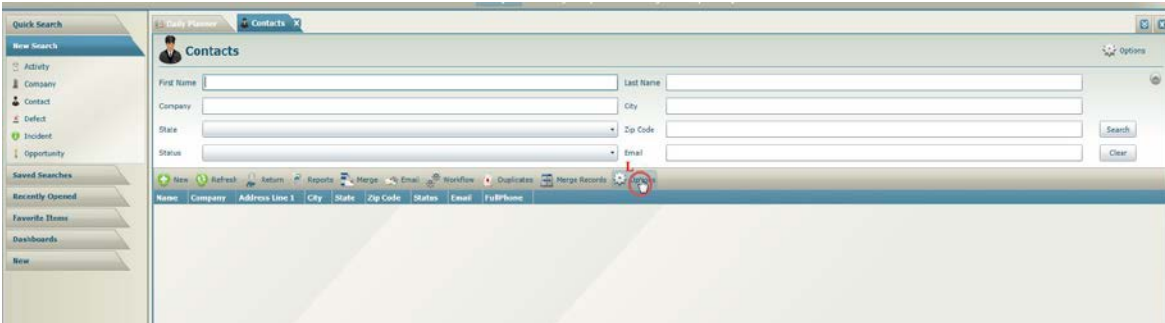


7. Left Click OK.

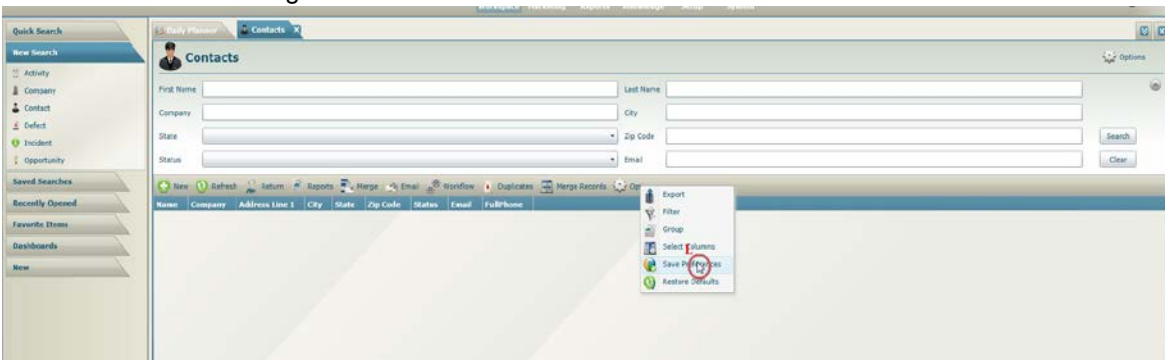


Change Search Display Columns

8. The field is now added to your grid display. You can save these settings if you like. Left Click Options.



9. Left Click Save Settings.



10. Here's an example of the new display column- notice the full phone numbers are now part of this view.

