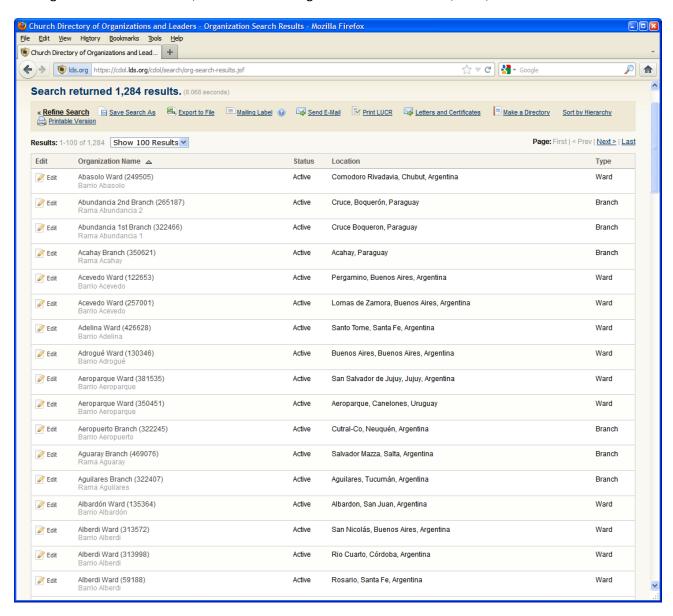
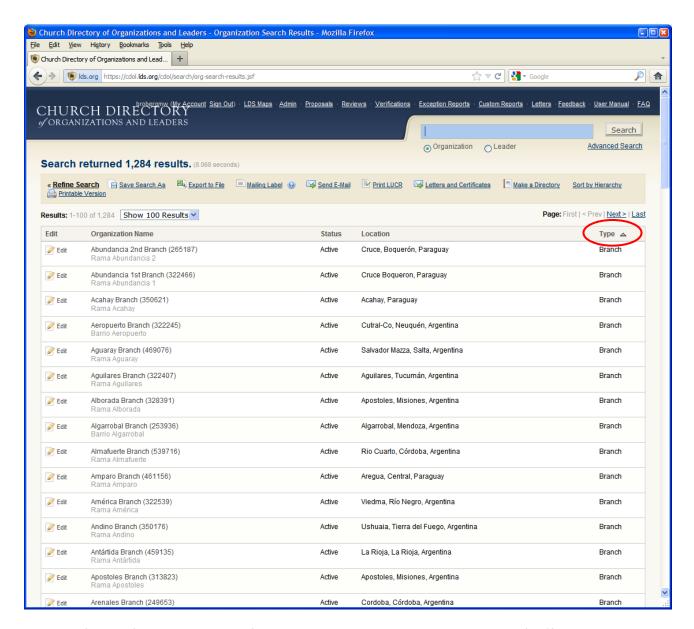
CDOL Tip of the Week. July 2, Sorting Search Results on Screen

The ability to sort multiple results from the results screen has been touched upon previously, but this is a simple way to order results based on the visible criteria found on screen. Below is a screen shot of the results screen after running a search on the missions, wards, stakes, districts, and branches in an area before a new sort order is applied. This search was created in advanced search, using Organization, selecting the five organizations listed above, and then searching in the Church Location, Area, South America South Area.



With 1,284 active units, this is a fairly large list, and appears in alphabetical order, but sorting the list by reverse alphabetical order, organization type, or location is easily accomplished by clicking on the column header above the criteria to be sorted. Below is a screen shot of the list sorted by organization type:



Sorting before performing an export of the data allows the data to be exported to a file (from the menu link in the shaded bar above the results) in the order that appears on screen.