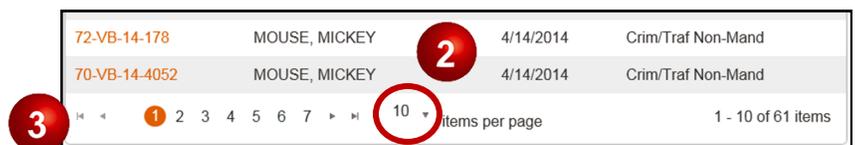
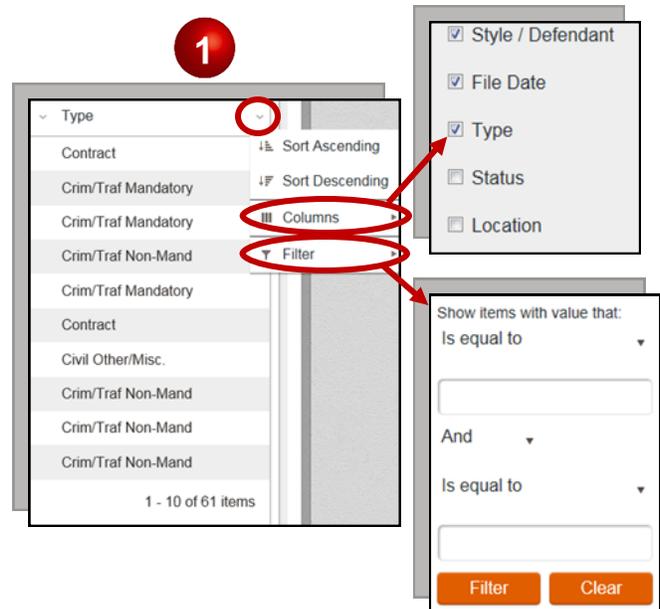


My search gave me way too many results! How do I find the one I'm looking for?

You can easily filter the results in a couple of different ways depending on whether you searched by party name or used Advanced Search Options.

- Click the **carrot** next to the column name you wish to filter to see a dropdown box of options.
 - Select either **Sort Ascending** or **Sort Descending** to change the order in which the column is listed.
 - Add or remove the columns that appear in your search results by clicking on **Columns** in the dropdown box.
 - Create your own filter by clicking on **Filter** in the dropdown box. Enter your desired search criteria and click the orange **Filter** button.
- Select how many records you would like to view on each page by clicking on the **items per page** dropdown box.
- Navigate between pages by clicking on the **page numbers** or using the **arrows** on the bottom of the search results window.



Filtering by status is unreliable because the use of case status can vary from court to court. Filtering by a different category, such as File Date or Type, will produce more accurate results.