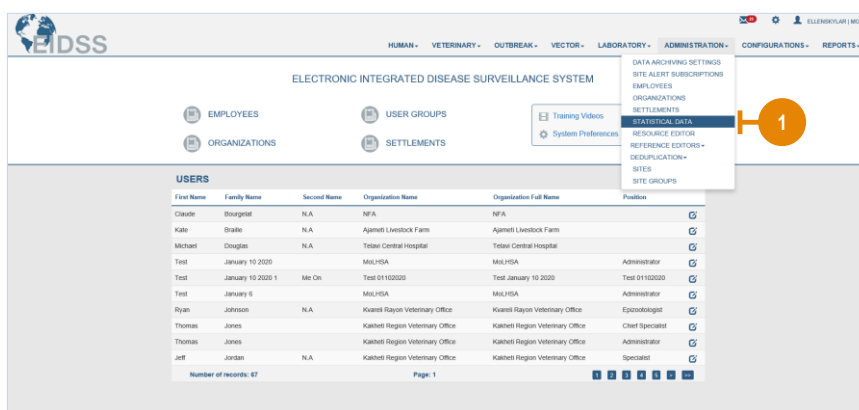


Search for a Statistical Data Record

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An EIDSS user with the appropriate permissions can locate records in the database. This quick guide presents the steps to search for a statistical data record.

1. From the **EIDSS Dashboard**, choose **STATISTICAL DATA** from the **ADMINISTRATION** drop-down menu. The **Statistical Data Details** screen appears.



2. Enter as much information as possible about the statistical data for which you are searching.

Tip 1: To navigate to the desired date, click a **Calendar** icon and then the **Select Month > Select Year > Select Decade** bars at the top of the calendar.

Tip 2: To return to the previous screen without saving entered information, click **Cancel**.

Tip 3: To delete entered information, click **Clear**.

The screenshot shows the Statistical Data Details search form. The search criteria are: Statistical Data Type: Population, Start Date for Period: 1/1/2019, Region: Tbilisi, Rayon: Didube-Chugureti, and Settlement: (empty). The form includes buttons for Cancel, Clear, Search, and Add. A red circle with a '2' is next to the search criteria section, and a red circle with a '3' is next to the Search button. A red circle with a 'T1' is next to the Settlement dropdown.

3. Click **Search**. The **Search Results** appear displaying the statistical data that match your **Search Criteria**.