To search for a Publication or Form, click on “Search” on the Navbar menu.

It should bring up the Search page as shown below:

![Search Page](image)

From the Search page above, you can input in a Pub/Form Number, a Title, an IDN, a PIN, select a Proponent, a Unit(s) of Issue, Pub/Form Status and/or select a [Form Date] and [To Date]. You can combine from these multiple filters as you wish.

**Examples:**

**How to search for AR 25-30?**


**How to search for DA Form 1?**

Put [DA Form 1] in the [Pub/Form Number] textbox and hit the Search button.

**FAQs:**

**Why does it return 0 record when I put [DA 1] in the Pub/Form Number] textbox?**

It returns 0 record because you didn’t use the correct acronym for DA Form. The correct acronym for a DA Form is “DA Form”. You can find the correct acronyms from the “Acronyms” link on the Search page.

**Why didn’t you design your Search like Google Search where we don’t have to use the acronym?**

Google Search Engine is designed in a way that is flexible where users can enter anything in the textbox. The drawback of that robust search is that it is returning thousands or millions of records and users have to go
through multiple pages to find the one they want. For example, if you search for [da 1] in google.com then you are getting 22,900,000,000 results:

How to search for something if I don’t remember the whole [Pub/Form Number]?
Put the acronym in the [Pub/Form Number] textbox. For example, if you only remember “AR” then put AR in the [Pub/Form Number] textbox and hit the Search button.

How do you search for a Publication or Form by Title?
Put some words contained in the actual Title in the [Pub/Form Title] textbox and hit the Search button.

How do I search for [IDN] number?
Put the IDN number in the [IDN] textbox and hit the Search button.

How do I search by [Proponents]?
Select a Proponent from the [Proponent] Dropdown list.

How do I search by [Unit(s) of Issue]?
Select a Unit(s) of issue from [Unit(s) of Issue] Dropdown box and hit the Search button.
How do I search by [Pub/Form Status]?
Select a status from [Pub/Form Status] Dropdown box and hit the Search button.

How to search for a publication or form using [Date] filter?
Select the Date picker icon next to [From Date] and [To Date]. Then pick the date ranges and hit the Search button.

How do I search by [PIN]?
Put the PIN number in the [PIN] textbox and hit the Search button.

Does your Search support multiple filters?
Yes. For example, if you want to search for an AR pub or form that belongs to the AASA Proponent with a Pub/Form Status = Active then you would put [AR] in the [Pub/Form Number] textbox, select [AASA] from the [Proponents] Dropdown box and select [Active] from the [Pub/Form Status] Dropdown box. Then hit the Search button.

Does your Search engine support a search by a publication's content?
No, but we are working toward that goal.