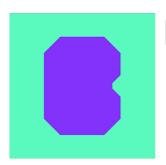


BEYOND Record Search



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Preface

This documentation contains information on how to install and operate **Beyond Record Search** in your Business Central environment.

This documentation is intended for experienced users of Business Central. Additional knowledge of third-party software products may be required to set up **Beyond Record Search**.

Read this documentation in full to set up **Beyond Record Search** and work with it professionally. Pay particular attention to the tips, information and safety instructions contained in the documentation. Inform your employees about the proper use of **Beyond Record Search** and keep the documentation in a place that is accessible to your employees.



Manufacturer

Beyond Record Search is developed by:

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Version history

Version	Date	Author	Comment
1.0	14.02.2023	Jannic Weidel	Initial version of the documentation
1.1	12.06.2025	Jannic Weidel	Added Preface Chapter
Access		public	

General Information

This documentation contains important information that you must observe when following the descriptions. The information is highlighted as notes and arranged according to type and importance. The notes are listed below in ascending order of importance:

1 TIP

This represents **no risk**. In addition to the classic clicking on options, Business Central also offers the option of using so-called shortcuts. Shortcuts are key combinations with which you can also execute the desired action in the user interface. By using shortcuts, you can work faster and more effectively. Try the key combination and you will be surprised how much faster you can work.

6 NOTE

This represents **no risk**. This note contains important information on the correct use, configuration or operation of the software. Follow these instructions to avoid inefficiencies and unnecessary support tickets. For example, this note can show you that an option is hidden and tells you how to proceed if you want to show it again.

1 IMPORTANT

This represents a **low risk**. This notice refers to non-critical issues that may lead to undesired behavior or configuration problems. May affect user experience or functionality if not considered.

A CAUTION

This represents a **medium risk**. This notice indicates a potential problem that could affect system stability or data integrity.

Failure to comply may result in errors, loss of performance or partial service interruptions. The errors caused by non-compliance only affect the app itself and prevent you from working with data within the app.

A WARNING

This represents a high risk. This notice indicates an immediate and serious risk to the productive system.

Failure to observe this warning may affect the entire system. There is a risk of loss of critical data or total system failure, leading to prolonged downtime. It may not be possible to restore the data and a backup must be imported.

Beyond Record Search is an extension for Microsoft Dynamics 365 Business Central.

Beyond Record Search adds a new column to your document lines. In this column (**Search Term**) you can enter a search term to search for items, service items, resources, G/L accounts, assets, remarks, costs and additions/deductions depending on the document.

You receive the search results within a few milliseconds and can double-click on the data record found (for example, an item) to transfer it to the lines. The search results are displayed in a clearly arranged window. To avoid tying up computing capacity for the search unnecessarily, 50 search results are retrieved from your database at a time. If more results are required, you can automatically load more search results by scrolling down.

The latest version of this documentation can be found at the following link: Beyond Record Search Documentation.

The examples described in this documentation represent only a part of the possibilities that the **Beyond Record Search** solution offers you. If you have a specific case that you would like to map via the solution, please feel free to contact us.



No dependencies from or to other apps

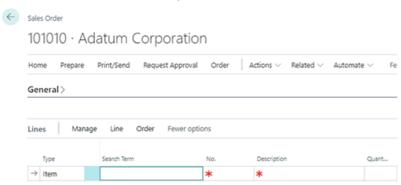
No additional, basic applications are required to use **Beyond Record Search**.

Search via Document Line

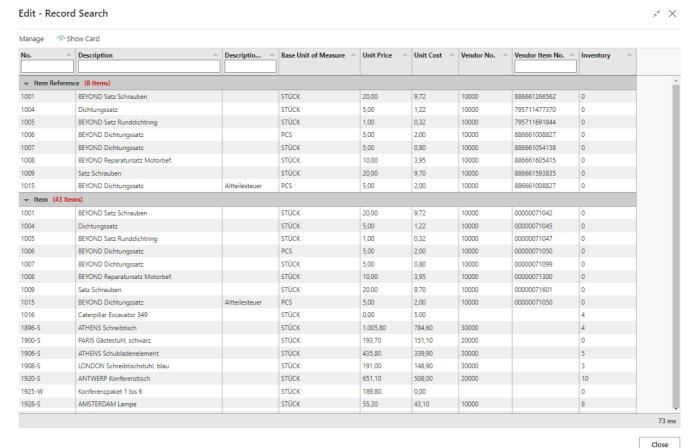
This section describes how to search in the document lines using the **Search** column.

To search for a record, proceed as follows:

- 1. Under the **Lines** tab, in the **Type** column, select the record type you want to search for.
- 2. Under the **Search Term** column, enter a search term to be used for the search.



- 3. To confirm the search, press the Enterkey.
- 4. The Edit Record Search window is displayed.



- $5. \ \ Up\ to\ 50\ search\ results\ are\ loaded\ at\ once.\ To\ load\ more\ search\ results,\ scroll\ down.$
- $6. \ \ To insert a record into the document line, double-click the corresponding line in the search results.$

You have inserted the record into the document line.