



## PROPOSALS: HOW TO USE WILD CARD \*ASTERISKS\* TO SEARCH FOR PROPOSALS

In the Development Proposal Lookup screen, you can use Wild Card asterisks to encapsulate key words and numbers to find **Development Proposals**:

To search for a proposal using asterisks, go to: Main Menu > Pre-Award > Click Proposal Development

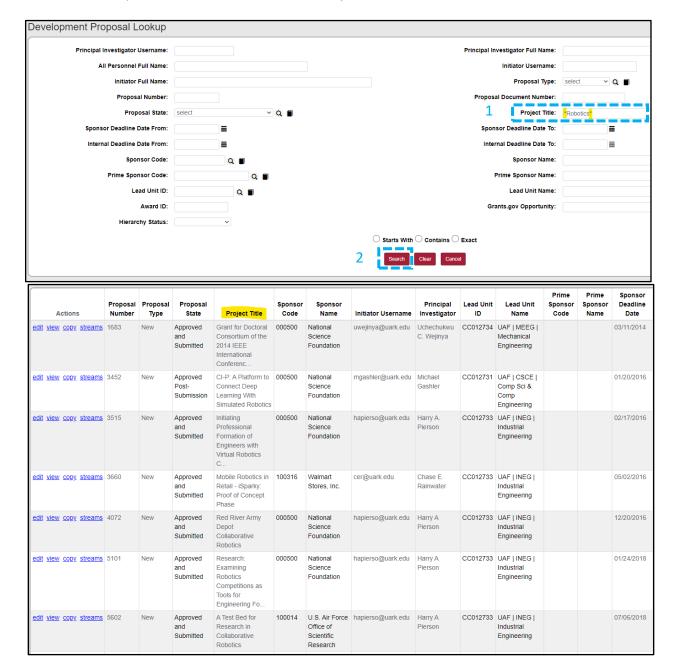


**NOTE:** Asterisks can also be used in other **Streamlyne Lookup screens** to find: **Institutional Proposals, IRB Protocols** and **Awards.** 





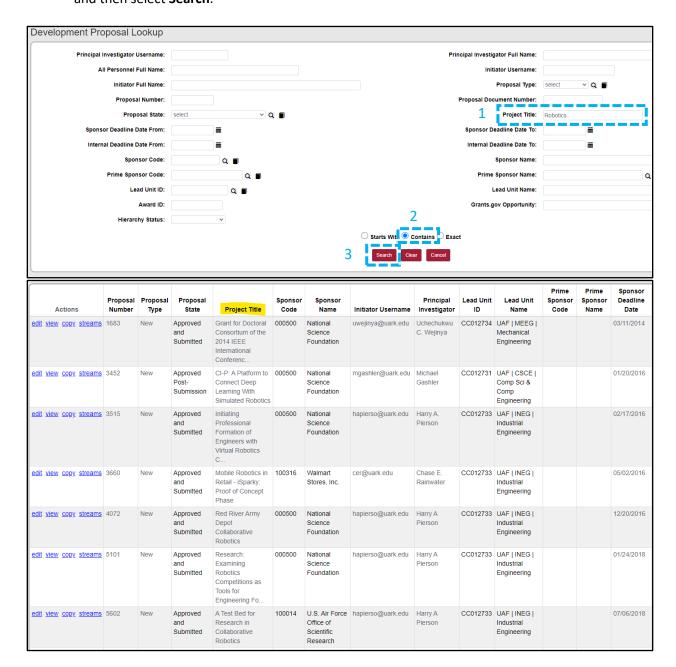
 To find all Development Proposals that have a common word in the project title: Enter the word (encapsulated with asterisks) into the **Project Title Field** and select **Search**.







2) To find all Development Proposals that have a common word in the project title – without using asterisks: Enter a word in the **Project Title** field without asterisks, select **Contains**, and then select **Search**.







3) To find all Development Proposals that have two or more common words in the project title: Enter two or more words (encapsulated with asterisks) into the **Project Title** field and select **Search**.

