

# Quick Search Tool

## Functionality

The **Quick Search** tool allows you to quickly find information in OPS-COM by searching specific fields. To perform a search, you must enter at least 3 characters.



### Quick Steps:

1. Enter a minimum of **3 characters** in the **Quick Search** field in the main menu.
2. Review the search results.

Types of searchable items are:

- License plate
- VIN number
- Username
- Last name
- Email address
- Student number
- Employee number
- Ticket number
- License plate of the vehicle involved
- Incident number
- Payment Confirmation code

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