# **Searching in your DISCO**

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All the metadata fields that DISCO displays, including Internal and Client Notes, are searchable.

# At a glance

There are a few different types of searches in DISCO. All searches begin with the search bar at the top of your DISCO.



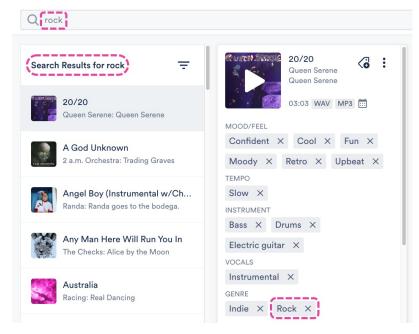
Users on all DISCO plans can use the **basic** and **advanced** search options to search content within their own DISCO.

Users with our Discovery Suite add-on also have access to Similarity Search.

Users on music supervisor plans also have access to MultiDISCO Search.

### **Basic Search**

Enter search term(s) in the search bar at the top of your DISCO. This will search through and yield results from your Track metadata, plus Internal and Client Notes.



You can sort these results by **Artist**, **Newest**, **Oldest**, **Name**, **Relevance**, **Year**, and **Release Date**.

	≯[=]
	Artist: A-Z
d	Artist: Z-A
	Newest
of	Oldest
	Name: A-Z
ic	Name: Z-A
	Relevance
.r	Year: Newest
	Year: Oldest
	Release Date: Newest
	Release Date: Oldest

# **Advanced Search**

With advanced search, you can narrow down your search even more by adding filters. You can enter a keyword and then add filters, or use the filters alone.

Click the arrow to the right of the search bar to open the advanced search:

${f Q}$ Search by keyword or YouTube URL	×
Filter by	T
Album 👻	and the second
Playlist Tags	and the second
Select tags	~
Track tags	
Select tags	~
Time	
Select period	
Groups	
Select groups	$\sim$
Show	
All  Tracks Playlists Albums Artists	
Duration	>
2:00	
_	Cancel Show results
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**Note:** The search bar in this screenshot says "Search by keyword or YouTube URL" because this account has access to Similarity Search via the Discovery Suite add-on. If you do not have Discovery Suite, yours will just say "Search by keyword."

#### **Metadata filters**

The **Filter by** dropdown contains the following metadata filters:

- Album
- Artist
- BPM
- Comment
- Composer
- Genre
- Grouping
- Lyrics
- Release Date
- Title
- Year
- Note
- Internal note
- Client note

Once you add one of these filters, you will have the option to add more using the **plus** + icon, or remove it with the  $\mathbf{x}$  icon.

Filter by			
BPM -	is 💌	80	$\odot$ $\oplus$

The **BPM**, **Year**, and **Release Date** filters have additional conditions you can choose from, including:

- is
- is between
- is less than
- is more than
- is before
- is after

#### **Other filters**

The remaining filters include:

- Playlist Tags
- Track tags
- Time (this is the date of upload)
- Groups (these include Inboxes, Channels, Folders, and Subfolders)

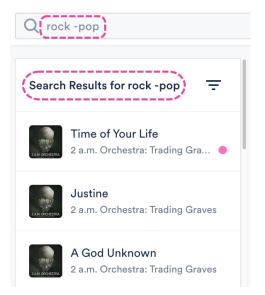
You can also choose what you'd like to see in your results: Tracks, Playlists, Albums, or All.

## **Excluding Search Results**

You can exclude search terms from your results by using a **Boolean search**.

#### Example:

If you want to find Tracks in your DISCO with 'rock' in the metadata, but exclude tracks that also include 'pop', type in the term (e.g. 'rock') followed by a hypen directly in front of (no space) the term you want to exclude (e.g. 'pop'). It should look like this: **rock -pop** 



You can also exclude whole phrases by putting them in quotes.

#### Example:

#### rock -"2 a.m. Orchestra"

