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## SEARCHING

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### Introduction

Photo Supreme is “Digital Asset Management” software. Photo Supreme makes it possible to manage your image files by categorizing them. It will categorize the files based on the available details of the file, this includes technical photo details, but also the location of the file on disk, etc. Apart from those properties you can add tags to the images, enrich the files with descriptions, or add custom information. This may sound like a very time-consuming task, but once you’ve worked yourself through that, you will benefit from the many advantages. With Photo Supreme at hand you’ll be able to quickly retrieve your images using all kinds of criteria or combinations.

This manual describes the possibilities that Photo Supreme offers to search through the massive amount of data that is collected in your catalog database. That, after all, is why most of us are working with software like this.

The main advantage of managing your images is that you'll be able to find your image at a glance. Photo Supreme excels in this area. The powerful search capabilities of Photo Supreme are implemented as three main concepts:

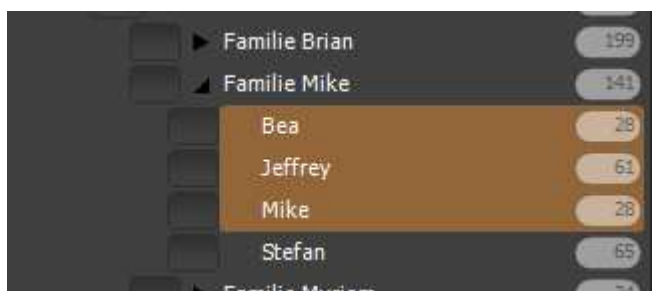
1. Catalog Explorer searches
2. The Search Bar
3. The Dynamic Search Panel

### Catalog Explorer Searches

After reading through the first Quick Start manual you are aware of the Catalog Explorer and the different views that it provides.



By selecting any item in the Catalog Explorer you'll get the results presented as thumbnails. That's of course a very basal search feature. Now by holding down the Ctrl key (Mac users hold down the Cmd key) you can select a second catalog label.



Each of the selected labels will be combined in the results. The sample above gives “Bea OR Jeffrey OR Mike”.

You can also start with a selected item and then hold down Ctrl/Cmd+Alt and select another item. That will join them together with ANDs instead of ORs.

And you can also switch between Ctrl/Cmd+Click and Ctrl/Cmd+Alt+Click to group together what you already had selected. For instance; (Mike AND Bea) OR Jeffrey will be

Click Mike → Ctrl/Cmd+Alt+Click Bea → Ctrl/Cmd+Click Jeffrey



## The Search Bar

The Search Bar provides the most simplified, yet very effective way of searching. You can best compare it with your favorite internet search engine. By entering search terms it gives you the relevant results.

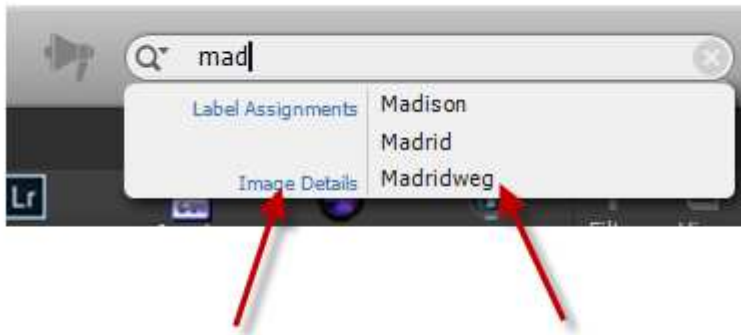
While working with Photo Supreme, the application collects information about the images and store those in its database. This starts from the very beginning. When you import an image from the file system then the metadata related to that file is stored in the database. This includes data like file names, folder paths, but also pre-existing metadata like Exif and/or IPTC and/or XMP. Then in the application you can continue working with these images by adding more data to them: assign catalog labels, change image details, build version sets, and more. You should consider all this data in the database as one big pool of information that you can search through with the search bar.

When searching for images with the Search Bar, Photo Supreme will use the information that is available in the database. The data surrounding an image is divided into section; the so-called **search domains**. In its most elementary form, a search with the Search Bar will search through all the available data and return whatever it finds.

## Simple Searches

Using the Search Bar can best be compared with your favorite online search engine: enter a search term and press enter. That's it; nothing more to it.

As you press the Enter key to start the search, Photo Supreme will search through all of the available data and return all images that match the search term. It could find the term in the file name, or somewhere in the Headline of the image or as a folder name. It doesn't matter where the match occurs.



While entering a term, Photo Supreme will offer some suggestions. These suggestions are grouped together in sections where the term was found. These sections are so called “search domains”: they are sections/groups/domains within the total data surrounding an image. In the sample above you can see that for the term *mad* there are hits found in 2 search domains: “Label Assignments” and “Image Details”. It also tells you what match was found. In this case there are matches for the term *mad* in Label Assignments called “Madison” and “Madrid”. You can now press Enter to start the search for the term *mad* and Photo Supreme will then return all images with matching data, Madison, Madrid, and all other matches. But you can also click on a suggestion to then only return the results from that search domain and the matching term. For instance, when clicking on *Label Assignments->Madrid* then only those images will be returned that match the term Madrid somewhere in the Label Assignments domain.

More about searching through search domains can be found in the Advanced Searches section of this document.

### Search Combinations

The previous section explained how to do simple searches; where a single term returns a result. Apart from single term searching, it’s also possible to combine terms and search for images that match these multiple terms.

There are three (3) types of combinations possible;

<p>Exclusive;</p> <p>All images returned should have every specified term in its search results</p> <p>also known as and-searches</p>	<p>Every term is separated by the plus (+) character</p>	<p>Example:</p> <p>Jane+john</p>
<p>Inclusive;</p> <p>All images returned should have one or more of the specified terms in its search results</p>	<p>Every term is separated by a space</p>	<p>Example:</p> <p>Jane john</p>

also known as or-searches		
Negative;	Negative terms are pre-leaded with a minus sign	Example: Jane-John
All images returned should match the search condition minus the search condition		
also known as not-searches		

Of course there's no limit to the number of terms that can be combined in your search text.

### Search Phrases

As you've learned above, you can use a space as a separator to do an OR-style search. But what to do if you want to search for a phrase that also contains spaces like *Eiffel Tower*. You don't want all images with *Eiffel* combined with all images with *Tower*, no you want all images of the *Eiffel Tower* (the one in Paris).

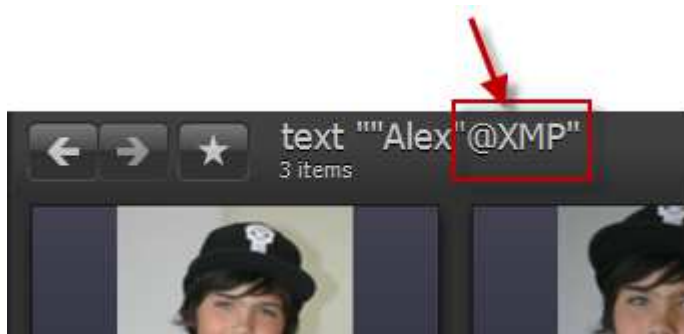
To facilitate such phrases, you can wrap it between double quotes.



### Advanced Searches

With the Search Bar you can also construct more advanced searches. As explained before, the searchable image data can be divided into sections. These sections are the so-called **search domains**. In the most simplistic form, you'll enter a search term and press enter. In that case, all the search domains are searched through. It is however also possible to specify a search term that should be performed in one particular search domain only. For instance, if you want to search for a file name, then you'll typically only want to search in the search domain that contains the data about the file. In the previous section we saw that it is possible to select a search term/search domain combination from the suggestion drop down of the Search Bar. That is the straightforward way to use the search domains.

When you select a suggestion from the drop down and the search results are presented then you'll also see the abbreviated name of the search domain listed in the caption of the Collection Viewer (above the thumbnails). Here's a sample of the title after selecting the suggestion 'Alex' from the search domain Image Details:



These are the search domains that exist in Photo Supreme:

Image Reference	File properties of image files (file name, folder name)	CATITEM
Category	Data for categories where an image is part of (through catalog label assignments); category name, description	CAT
Label Assignments	Data for catalog labels that are assigned to images; label name, synonyms, descriptions	PROP
Image Details	Descriptive image data that belongs to an image; typically all XMP	XMP
Label Set	Data for label sets where an image is part of (through catalog label assignments); set name	GROUP
Portfolio	Data for Portfolios that the image is part of; name	MODEL
Collection	Data for Portfolio Collections that the image is part of; name; description	COLL
Folder	Data for folders where images are stored in; folder name; volume name	PATH
Medium	Data for volumes where the image is stored in; drive name, trivial name	MEDIUM
Label Relation	Data for catalog label relationships that images are part of (through catalog labels); part child rule, child parent rule	REL
Place Holder	Data for place holders that an image can be part of (through versioning); name	PLACEHO
Area	Data for areas that are defined for images; description	AREA

### Using the Search Domains

Now that you've learned what search domains are and how you can use them, it's time to learn how to use them more directly. You can select search domains from the Search Bar's drop down, but a search domain can also be entered directly in the search bar text. And so if I know that I want to find all the images that have the term *Vacation* anywhere in the Label Assignment search data then I can input:

**vacation@PROP**

Then press enter. This will now give all the images where vacation matches either a string in a Catalog Label's name, but it could also occur in the Synonyms of the catalog label's details, or even occur in the description of the catalog label. In other words, there are multiple possible places inside this search domain where the term could be matched with. We call those: **search properties**.

To recap;

1. every image has search data
2. the search data is a collection of search domains
3. every search domain is a collection of search properties

Back to our sample.

When entering the term *Vacation* in the Search Bar and then press enter you'll get all the images with *vacation* anywhere in the search data

When entering *vacation@PROP* in the search Bar and then press enter you'll get all the images with *vacation* anywhere in the Label Assignments search domain.

The last missing step is to be able to specify where in the search domain the term(s) must be searched for; of to put it differently: what search property should be searched through. This too can be specified directly in the Search Bar.

These are all the search properties that you can use in the Search Bar:

<b>Image Reference</b>	<i>File Name</i>	The file name of a catalog item	CATITEM.FileName
	<i>Photo Date</i>	The date of the photo in the catalog. These dates are stored as localized strings in the format dd mmmm e.g. 28 January	CATITEM.PhotoDate
<b>Category</b>	<i>Category Name</i>	The name of a top level Category in the catalog	CAT.CatName
<b>Label Assignments</b>	<i>Catalog Label Name</i>	The name of a Catalog Label	PROP.PropName



	<i>Description</i>	The description of a Catalog Label	PROP.PropDescr
	<i>Synonym</i>	The synonyms of a Catalog Label	PROP.PropSynonym
<b>Image Details</b>	<i>&lt;xmp property&gt;</i>	You can use every possible XMP property name as a search property in the Image Details domain.  You can find most of the possible XMP properties in the XMP specifications.	XMP.photoshop:headline
<b>Label Set</b>	<i>Label Set Name</i>	The name of a Label Set	GROUP.GroupName
<b>Portfolio</b>	<i>Portfolio Model Name</i>	The name of a Portfolio	MODEL.ModelName
<b>Collection</b>	<i>Collection Name</i>	The name of a Collection	COLL.CollName
	<i>Description</i>	The description of a Collection	COLL.CollDescr
<b>Folder</b>	<i>Path Name</i>	The name of a folder path	PATH.PathName
	<i>Medium Name</i>	The name of the medium where a path is stored on (e.g. the drive's Volume Name on Windows)	PATH.PathMediumName
<b>Medium</b>	<i>Trivial Name</i>	The trivial name of a volume	MEDIUM.Trivial
<b>Label Relation</b>	<i>Parent Rule</i>	The parent rule between two catalog labels in a defined relationship	REL.Parent
	<i>Child Rule</i>	The child rule between two catalog labels in a defined relationship	REL.Child
<b>Place Holder</b>	<i>Place Holder Name</i>	The name of a version Placeholder	PLACEHO.PHName
<b>Area</b>	<i>Caption</i>	The caption for an area	AREA.Caption

For instance, to find all images that have the term *vacation* in the catalog label name of the Label Assignments search domain, I can enter:

**vacation@PROP.PropName**

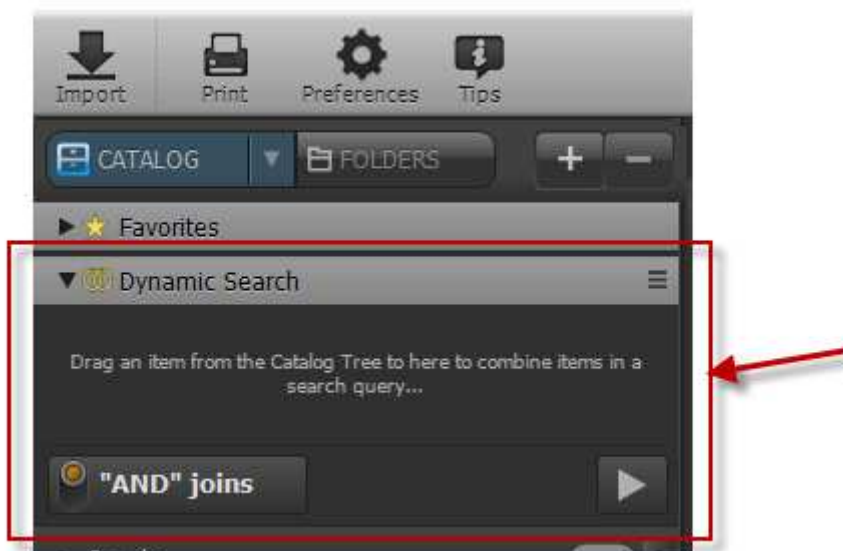
Of course it's also possible to make combinations. E.g.

alex+dean@PROP.PropName

This will give all images that have alex **and** dean in the name of assigned catalog labels.

## Dynamic Search Panel

With the Dynamic Search Panel it is possible to construct advanced and precise search operations. This is done by adding elements to the Dynamic Search Panel which then can be ran with the a click of a button.



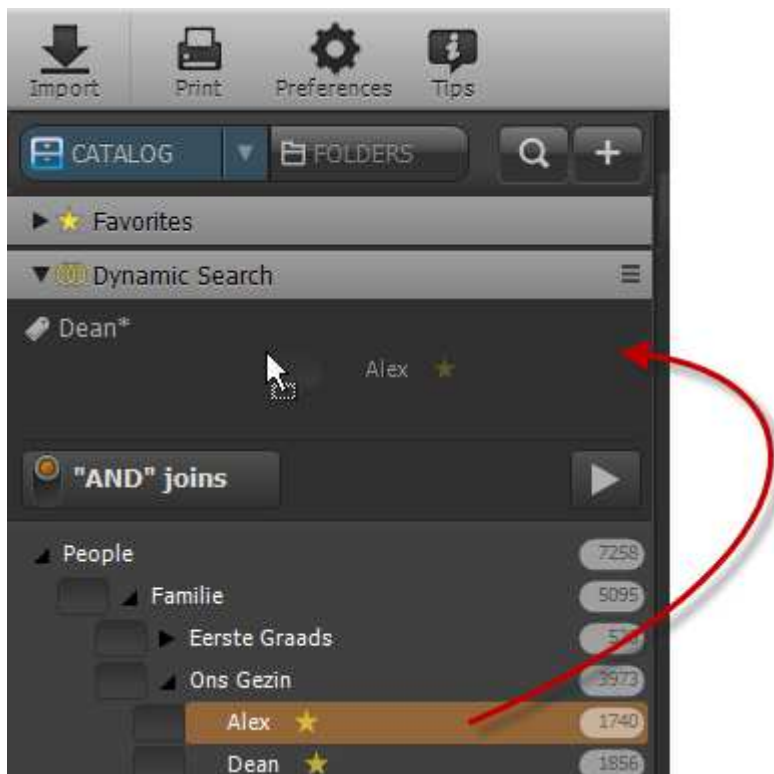
The Dynamic Search Panel is an expandable panel that is positioned above the Catalog Explorer, at the left side of the screen. Click on its caption title to expand or collapse the panel. The goal now is to add items to the panel and “design” a query.

### Adding items to the Dynamic Search Panel

Items that can be added to the Dynamic Search Panel are screen objects that represent elements of your catalog. For instance; entries in the Catalog Explorer. This can be Catalog Labels, but also the rating items, color labels, date items, file folders, portfolios, and more. You can make every possible combination.

In the sample below, there is a Catalog Label called *Dean* already present in the Dynamic Search Panel. A second Catalog Label is being added by dragging it to the Dynamic Search Panel. It's also possible to select one or more items in the Catalog Explorer and drag them to

the panel in one drag. And alternatively you can press the SPACEBAR to add one or more selected items from the Catalog Explorer to the Dynamic Search Panel.



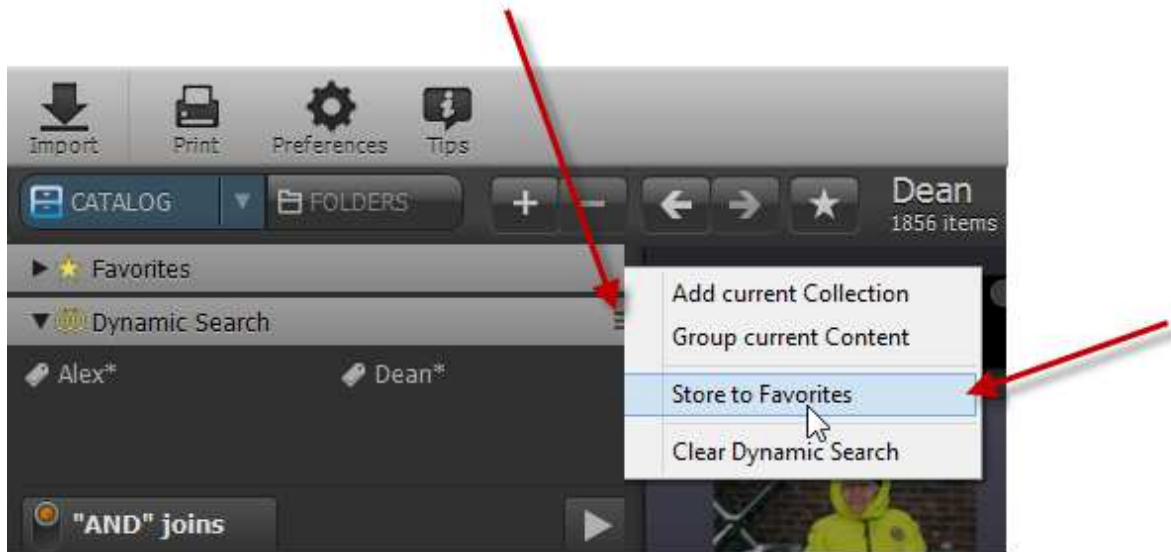
### Run your first search query

The button in the lower left corner of the Dynamic Search Panel allows to toggle the query as "AND" or "OR". This means that all the items in the Dynamic Search Panel will be either included or excluded with each other.

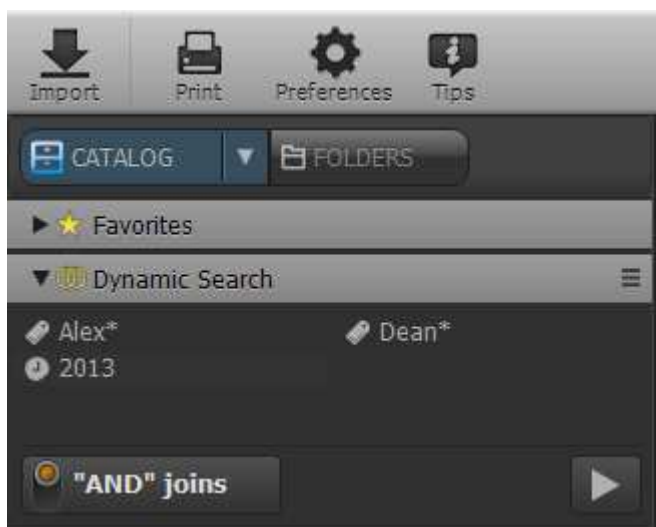


After selecting the join type, click the Run button to start the query. The query above will give the result of *Alex AND Dean*.

When a query is constructed and you expect to run that query frequently then it can be stored as a Favorite. To do so, click the Menu button of the Dynamic Search Panel and then select "Store to Favorites". This will add the search combination as a single Favorite in the Favorites Panel. The name of the Favorite will be the name of the items combined but that can be renamed by right clicking on the favorite item and choose "Rename".



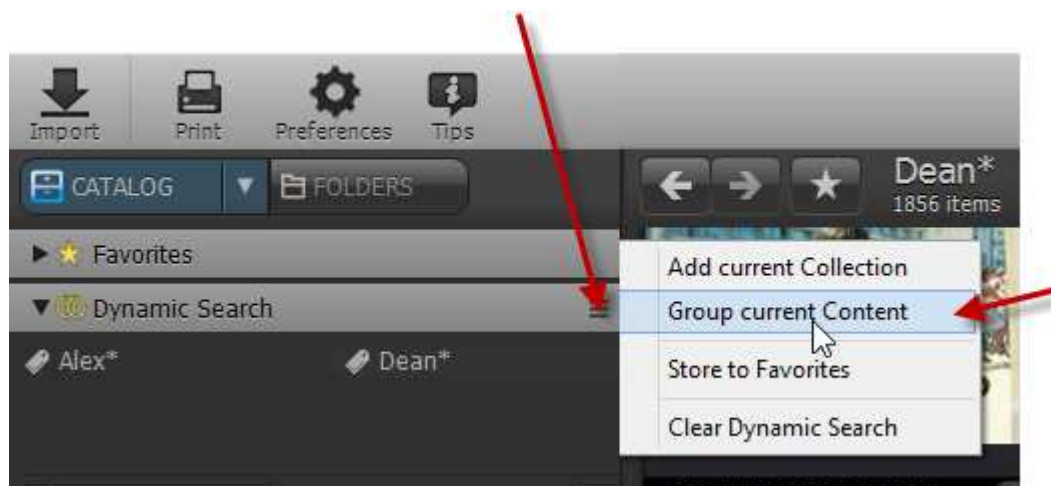
Here's another example of a query that will return all images of *Alex AND Dean* that were shot in 2013. This was done by adding the 2013 item from the CATALOG->By Date to the already existing items in the Dynamic Search Panel.



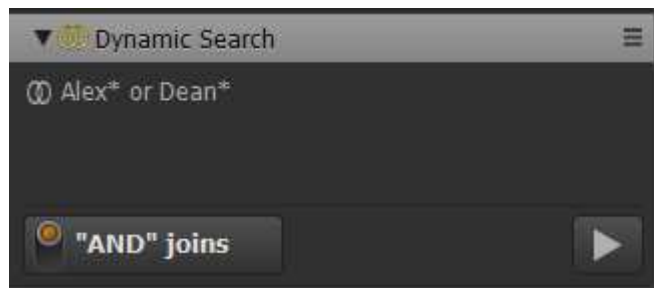
### More advanced queries

Up to now the Dynamic Search Panel was used to build a simple query like *A and B*. But what if we want to build a query like *((A or B) and C)*. For instance: find all images of *((Alex OR Dean) in 2013)*. You can't add Alex, Dean and 2013 and switch it to OR, because that will give your *((Alex OR Dean) OR 2013)*, which gives a different result.

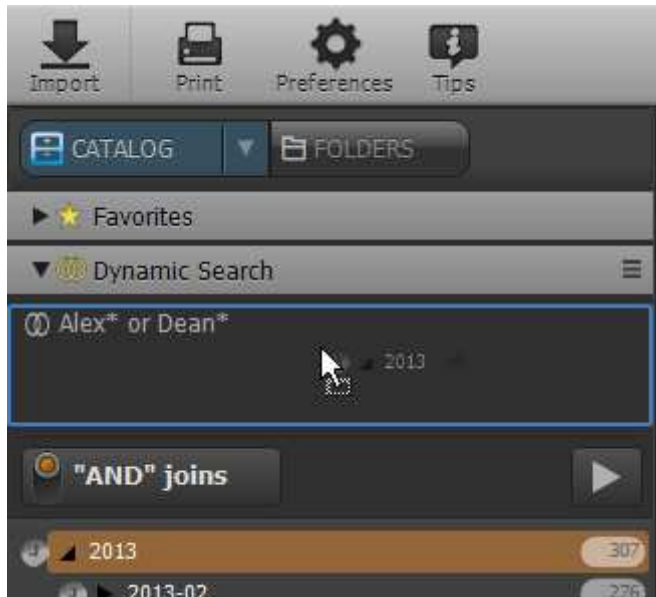
The solution is simple. Approach it by first building the query that is need inside the brackets. In this case *Alex or Dean*.



Then click the menu button and group the content together. After this, the Dynamic Search Panel contains just one entry with the merged content.



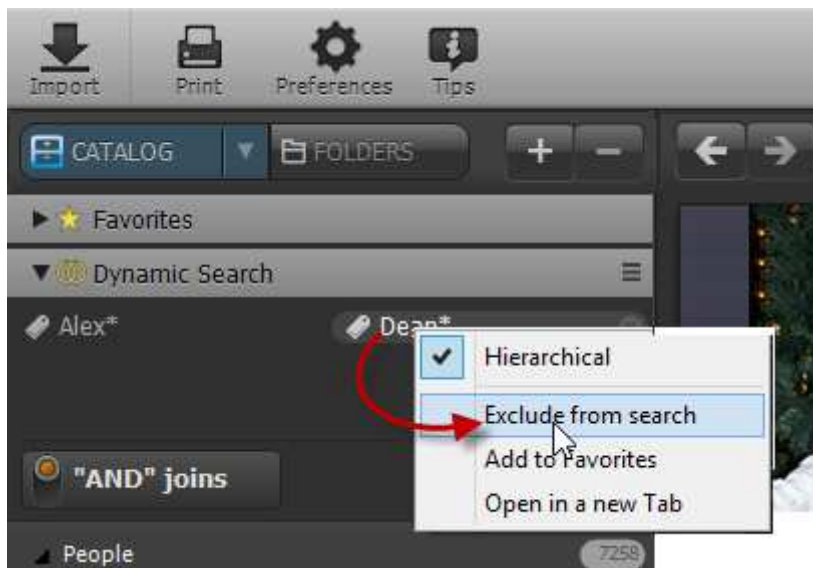
Now add 2013 by clicking CATALOG and then By Date and drag in 2013



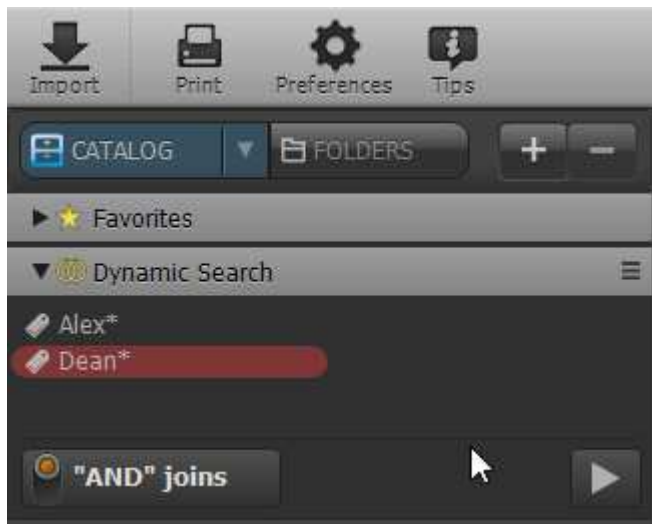
For this example the join should be an AND. We already have (*Alex OR Dean*) and we'll AND it with 2013. Click the Run button.

#### Excluding items

You can also opt to exclude items from a search. For instance; we want to search for *Alex and NOT Dean*, meaning all images of Alex that don't have Dean on them. First drag *Alex* to the Dynamic Search Panel, then drag *Dean* to the Dynamic Search panel. Now right click on the *Dean* item and select "Exclude from Search"



The Dean item then colors red to indicate that that items is excluded from the search.



Click the Run button to start the search.

As an alternative you can also drag the item to the Dynamic Search Panel while keeping the Alt key pressed. That will instantly make the item an excluded item. Or press Alt+SPACEBAR to achieve the same.

### Using Search Bar and Dynamic Search Panel together

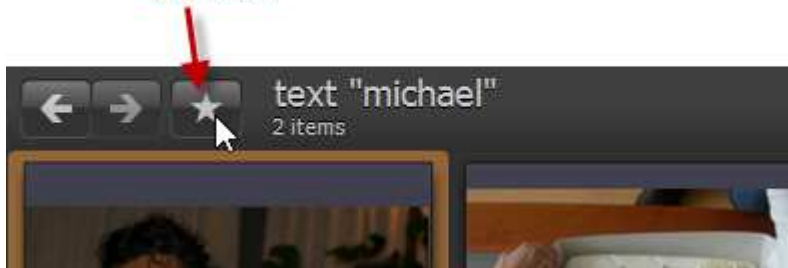
This manual explained how to use the Search Bar and how to use the Dynamic Search Panel. Both are very powerful and each has its own advantage. Especially the Search Bar offers flexibility because it makes it very convenient and fast to search through massive amounts of data without having to know where to search. Now, the best part, the Search Bar results can also be used inside the Dynamic Search panel.

Sometimes you just want to search for something that you didn't think that you'd need to structure in your catalog. And that's where the Search Bar shows its real power. For instance; I regularly receive pictures from my brother and I've never bothered to add his name as a catalog label. But as he always writes his name as the author in the metadata, I know that I can do a quick search on his name with the search bar. So if I'm looking for that one image of my son and my brother's daughter together that he once shot and sent to me, then that's easy to achieve by doing a search in the search bar for my brother's name (Michael). That result is added to the Dynamic Search Panel. And then I add my son's name (Dean) and my niece's name (Chantal).

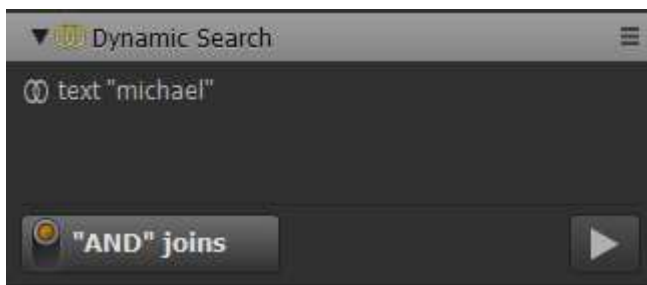
Here's how to do this:

1. In the search bar enter *Michael* and press enter
2. Click the Favorites button which holding down the Ctrl (Cmd on Mac) key

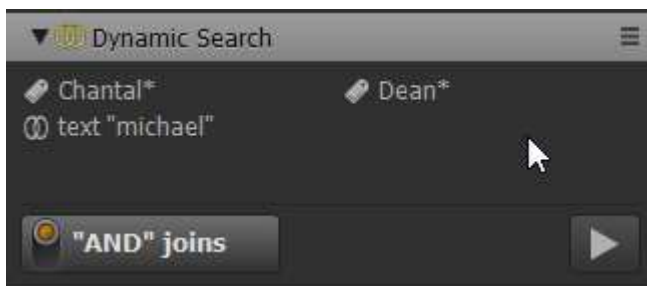
hold down Ctrl/Cmd key  
and click



This adds the text search item to the Dynamic Search Panel



2. Now drag in Dean and Chantal catalog labels



3. Run the query