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## SEARCHING

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## Introduction

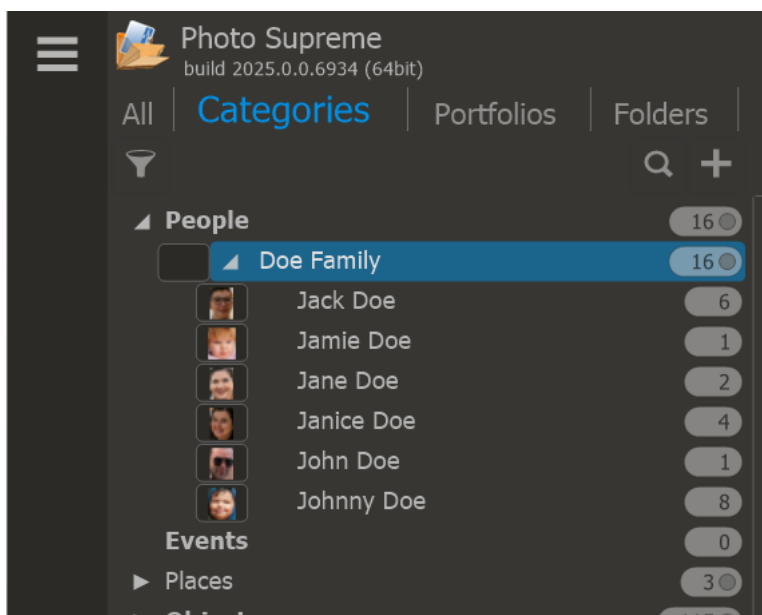
Photo Supreme is a Digital Asset Management (DAM) software that enables you to organize your image files through categorization. It automatically categorizes images based on available file details, including technical photo information and file location on your disk. You can also enhance your images by adding tags, descriptions, and custom metadata. Although setting this up may seem time-consuming at first, the long-term benefits are substantial. With Photo Supreme, you can quickly and easily find images using various criteria or combinations.

This manual outlines the different methods Photo Supreme provides for searching through the extensive data stored in your catalog database, which is the primary reason many users choose this type of software. The greatest advantage of organizing your images is the ability to locate any file instantly, and Photo Supreme excels in this area with its powerful search features, organized into four main tools:

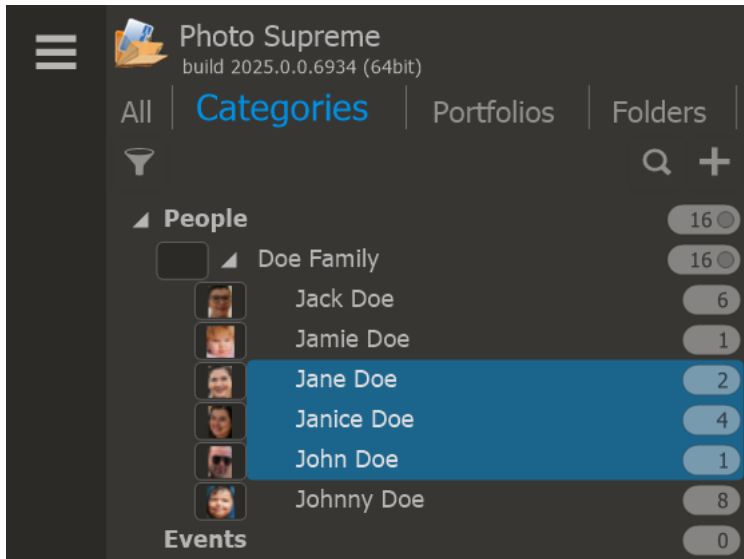
1. Catalog Explorer searches
2. The Search Bar
3. Advanced Search
4. The Dynamic Search Panel

## Catalog Explorer Searches

After reviewing the initial Quick Start manual, you should have a good understanding of the Catalog and its various sections.



When you select an item in the Catalog Explorer, the results will be displayed as thumbnails, which is a fundamental search feature. However, by holding down the **Ctrl** key (or the **Cmd** key for macOS users), you can select an additional catalog label to refine your results further.

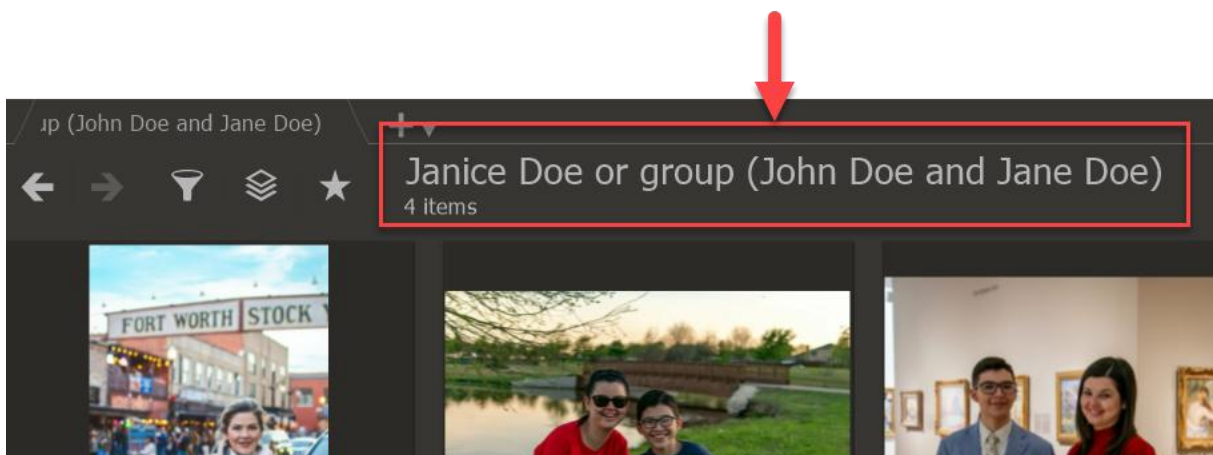


Each selected label will be combined in the search results. For example, selecting labels "Jane OR Janice OR John" will show results matching any of these labels.

You can further refine your search by starting with one item and then holding down **Ctrl+Alt** (**Cmd+Opt** on macOS) while selecting another item, which combines them using AND instead of OR. Additionally, you can toggle between **Ctrl+Click** (**Cmd+Click** on macOS) and **Ctrl+Alt+Click** (**Cmd+Opt+Click**) to adjust how selected items are grouped.

For example, if you want to search for **(John AND Jane) OR Janice**, you would follow these steps:

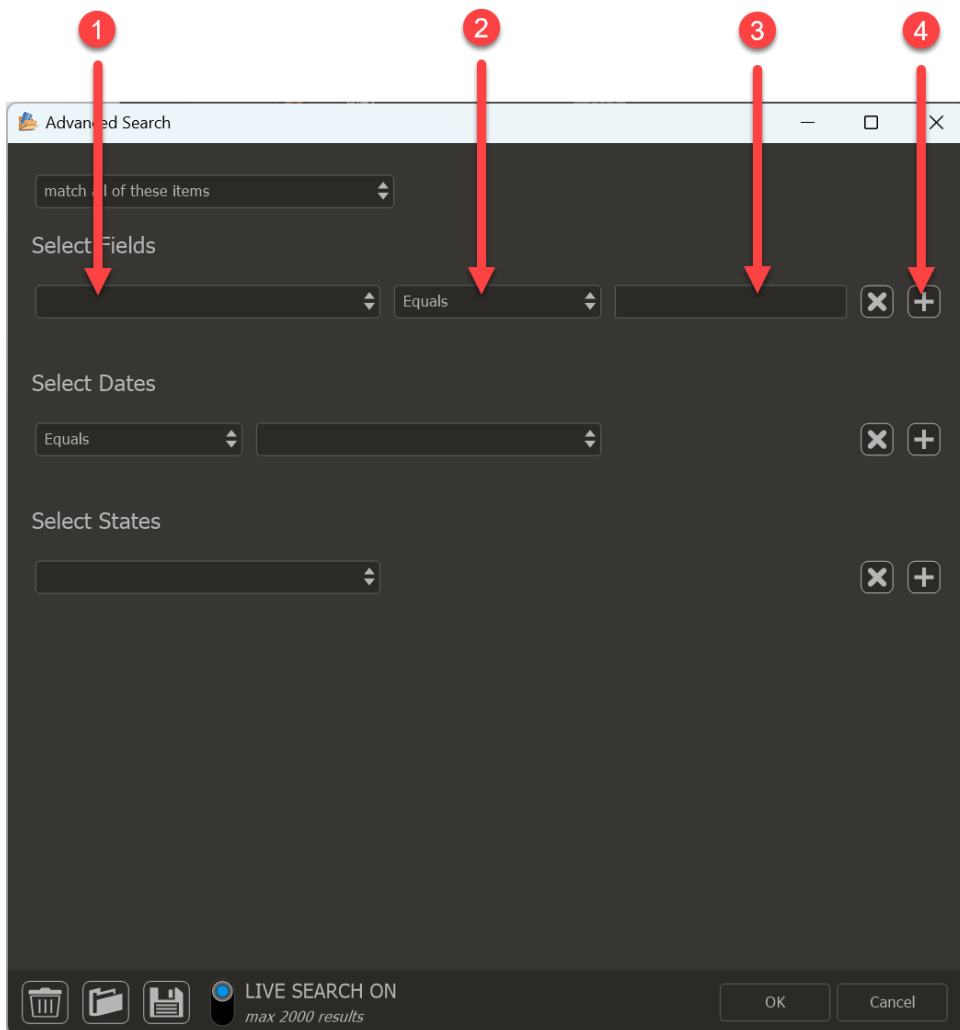
1. Click on **John**.
2. Hold down **Ctrl+Alt+Click** (**Cmd+Opt+Click**) on **Jane**.
3. Then hold down **Ctrl+Click** (**Cmd+Click**) on **Janice**.



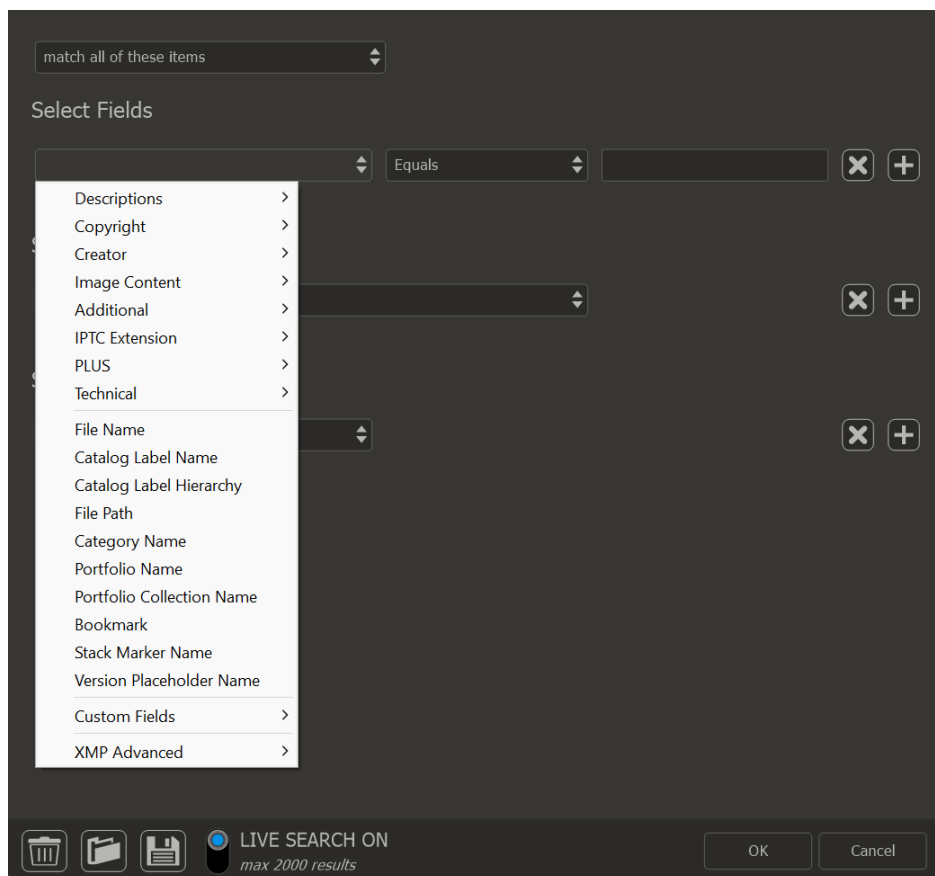
## Advanced Search Panel

The Advanced Search Panel offers an interface that enables you to construct searches using specific criteria, allowing you to create more complex search queries by combining various elements.

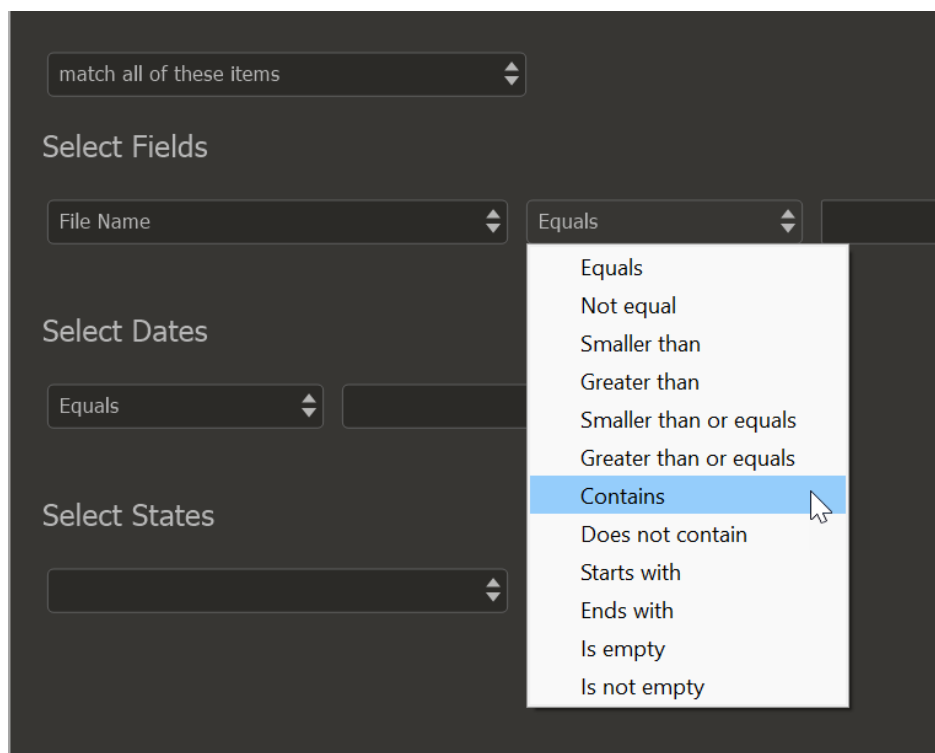
To access the Advanced Search Panel, click the link located below the Search Bar in the upper right corner, or use the keyboard shortcut **Ctrl+F** (Windows) or **Cmd+F** (macOS). Within the panel, you can add search fields, select dates, and specify states, as well as determine how these criteria should be combined using **OR** or **AND**.



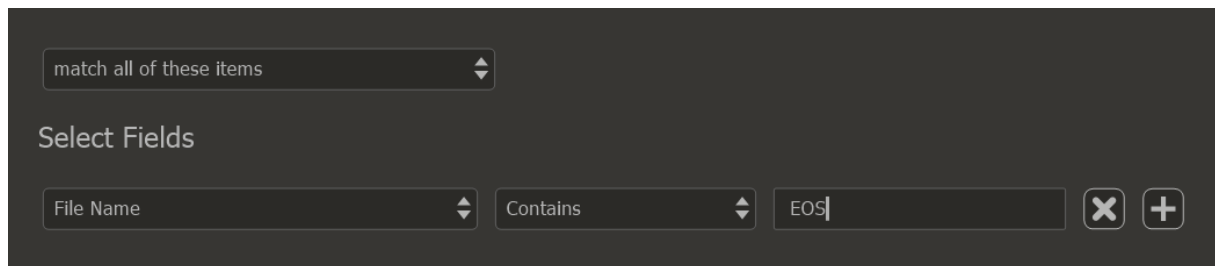
1. Click the dropdown menu in the Search Field and select the field you wish to use as a condition. In this example, choose "**File Name**".



2. Next, choose how you want to search this field, such as "starts with", "contains" etc.

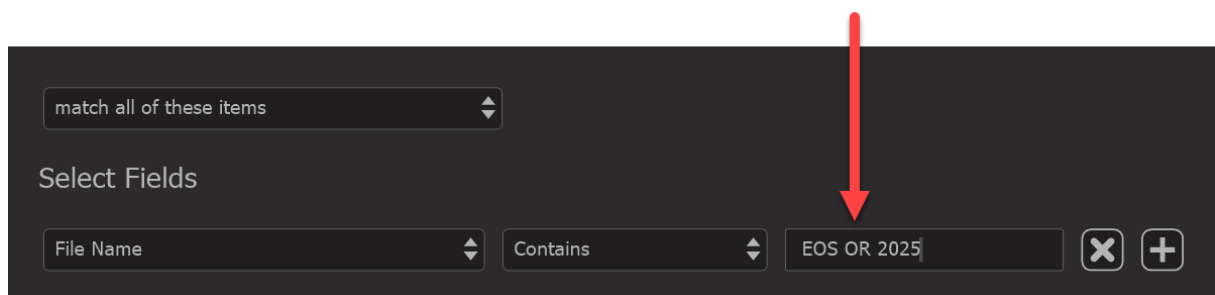


3. Enter the search term. In the example below you get all assets where the file name contains **EOS**.

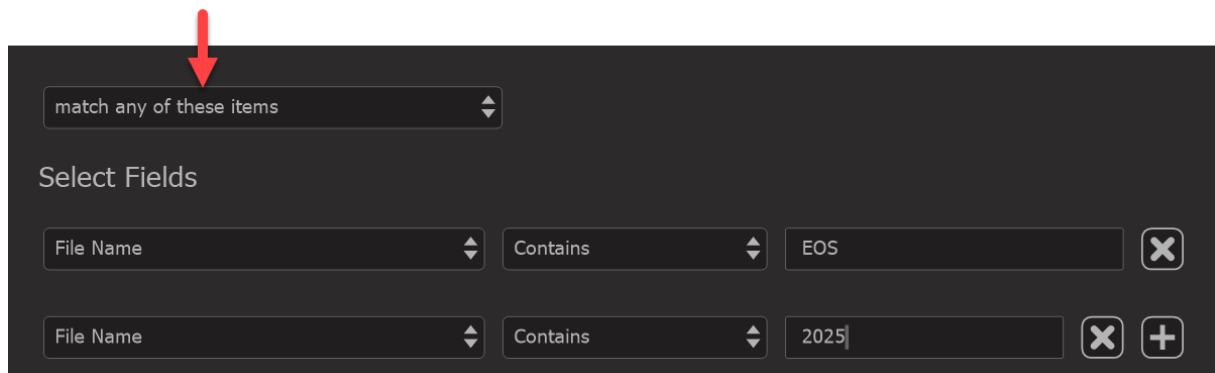
A screenshot of the search interface. At the top, there is a dropdown menu set to "match all of these items". Below it, the "Select Fields" section shows a search condition: "File Name" (selected from a dropdown), "Contains" (selected from a dropdown), and the text "EOS" in an input field. To the right of the input field are "X" and "+" buttons.

You can use special words called **logical operators** to help refine your search. If you want to search for multiple terms, use **AND** or **OR** (make sure they are in uppercase).

For example, if you're looking for files with "EOS" in the name, as well as files with "2025", type: **EOS OR 2025**.

A screenshot of the search interface. The dropdown menu is set to "match all of these items". The "Select Fields" section shows a search condition: "File Name" (selected from a dropdown), "Contains" (selected from a dropdown), and the text "EOS OR 2025" in an input field. To the right of the input field are "X" and "+" buttons. A red arrow points down to the input field.

Another way to do this is by setting the matching rule to "**any of these items**" and adding two separate search conditions, one for **File Name Contains EOS** and another for **File Name Contains 2025**.

A screenshot of the search interface. The dropdown menu is set to "match any of these items". The "Select Fields" section shows two search conditions stacked vertically. The first condition is "File Name" (selected from a dropdown), "Contains" (selected from a dropdown), and the text "EOS" in an input field. The second condition is "File Name" (selected from a dropdown), "Contains" (selected from a dropdown), and the text "2025" in an input field. To the right of the second input field are "X" and "+" buttons. A red arrow points down to the dropdown menu.

4. Optionally click the + button to add more conditions.

### Live Searches

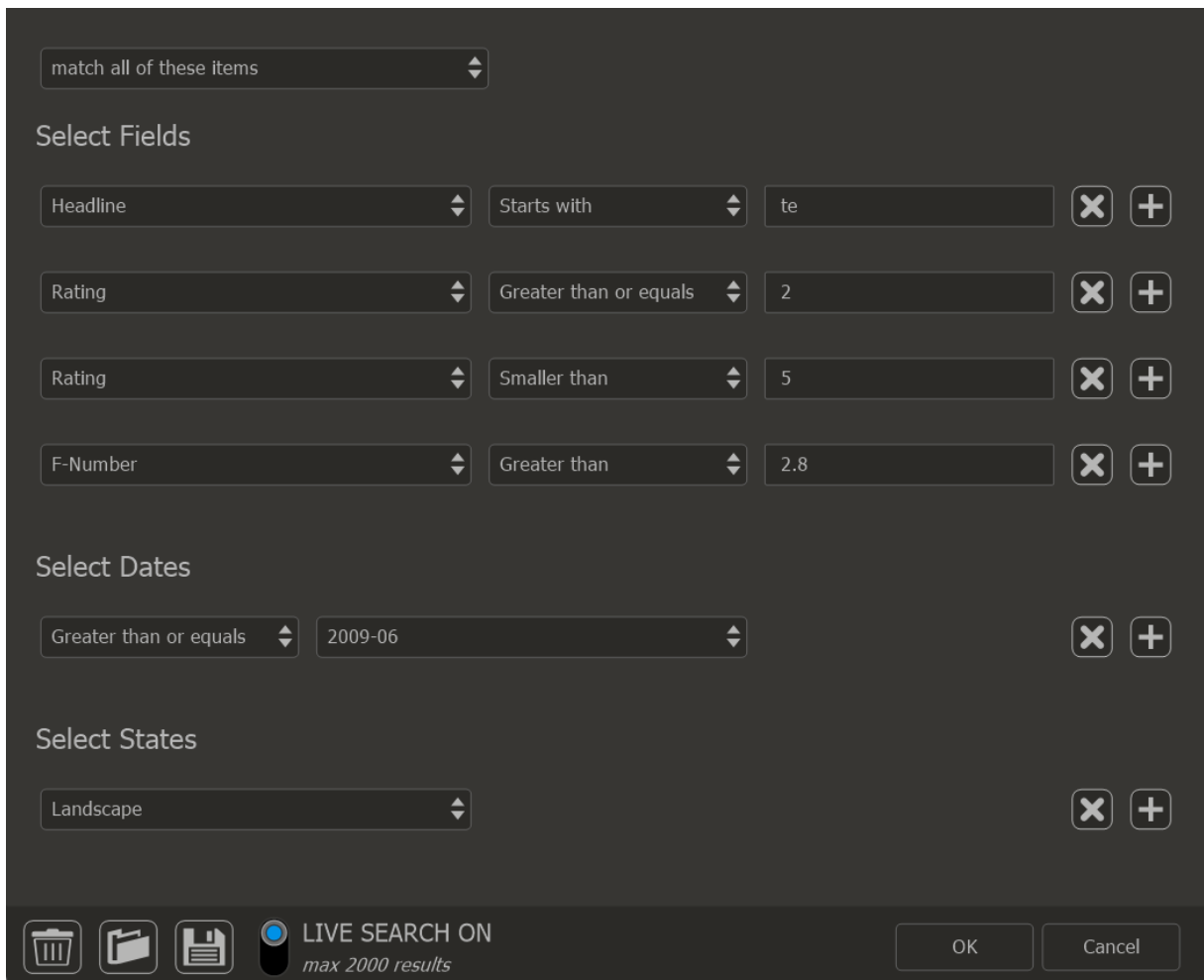
By default, Photo Supreme uses Live Search, which shows results as you type. This makes it easier to quickly narrow down your search. To keep things running smoothly, Live Search only shows up to 2,000 results. If your search finds more than that, just click the **OK** button in the Advanced Search Panel to see everything.

If you prefer not to use Live Search, you can turn it off by flipping the switch at the bottom of the Advanced Search Panel.



Here's a screenshot showing a more advanced search to demonstrate what's possible. In this example, the search looks for images in the Catalog that meet the following conditions:

- The headline starts with "te."
- The rating is between 2 and 5 (including 2, excluding 5).
- The F-Number is greater than 2.8.
- The photos were taken in June 2009 or later.
- The orientation is Landscape.



You can use the "save" and "load" buttons at the bottom of the Advanced Search Panel to make your searches more efficient. The "save" button allows you to save a search with all the specific criteria you've set, so you don't have to set it up again next time. Then, when you want to use that search again, simply click the "load" button, and it will quickly bring up all the same search settings for you to use again. This makes it easier to repeat searches without having to remember or manually enter all the details each time.

### The Search Bar

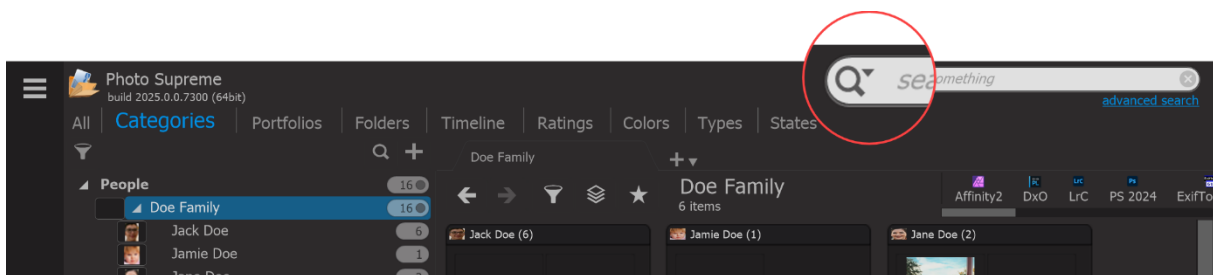
The Search Bar provides a straightforward yet powerful way to search, akin to using your favorite internet search engine. By entering search terms, it quickly delivers relevant results.

As you use Photo Supreme, it collects and stores information about your images in its database from the moment you import them. This includes essential details like file names and folder paths, as well as existing metadata such as Exif, IPTC, and XMP. You can further enhance this data within the application by adding catalog labels, updating image details, creating areas, and more. Consider this information a comprehensive repository that you can search through using the Search Bar.

When you conduct a search with the Search Bar, Photo Supreme queries the information in its database, which is organized into various sections known as search domains. By default, the search will scan all available data and return matching results.

### Simple Searches

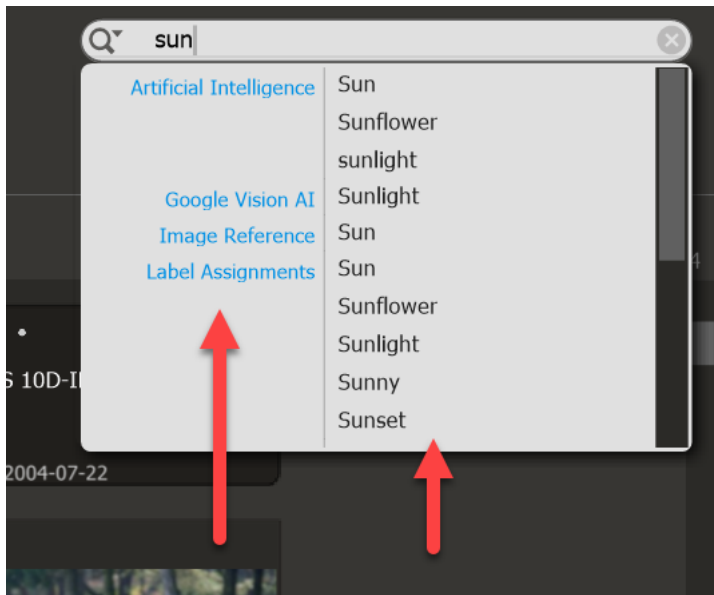
The Search Bar is in the upper right corner of the screen. Be careful not to confuse it with the search feature in the Catalog Explorer, which is found on the left side of the screen.



Using the Search Bar is like using your favorite online search engine: simply enter a search term and press Enter. Photo Supreme will then search through all available data and display all images that match the term.

The search can identify matches in file names, metadata, or folder names, regardless of where the term appears.





As you type a term into the Search Bar, Photo Supreme provides instant suggestions organized by the location of the matches. These groupings, known as search domains, represent different sections of the image data. For example, you might see suggestions from the search domains: "**Image Reference**", "**Label Assignments**" and "**Image Details**." Each domain indicates what matches were found for the search term. For instance, searching for "sun" may return matches like "Sunlight" and "Sunny" in different search domains.

Press **Enter** to perform a search and Photo Supreme will return images with matching data from any domain. Alternatively, you can click on a specific match in the dropdown to search only within that domain. For example, selecting "**Label Assignments > Sunlight**" will return only images containing the term Sunlight as an assigned Catalog Label.

For more information on searching within search domains, please refer to the Search Domains section later in this document.

### Search Combinations

The previous section discussed how to perform simple searches using a single term. In addition to single-term searches, you can combine multiple terms to find images that match all specified criteria.

There are three types of term combinations you can use:

<p><b>AND Searches</b></p> <p>In an <b>AND</b> search, all returned images must include every term specified in the search criteria.</p>	<p>In an <b>AND</b> search, each term is separated by the <b>AND</b> operator (case sensitive). Alternatively, you can also separate terms with spaces, and they will be treated as an <b>AND</b> search.</p>	<p>Example: jane AND john</p>
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<p><b>OR Searches</b></p> <p>In an <b>OR</b> search, all returned images must include one or more of the terms specified in the search criteria.</p>	<p>In an <b>OR</b> search, each term is separated by the <b>OR</b> operator (case sensitive).</p>	<p>Example: jane OR john</p>
<p><b>NOT Searches</b></p> <p>In a <b>NOT</b> search, the returned images must meet the search conditions, excluding the specified terms that are to be left out.</p>	<p>Negative terms are separated by the <b>NOT</b> operator (case sensitive).</p>	<p>Example: jane NOT john</p>

There is no limit to the number of terms you can combine in your search query.

### Bracket Searches

In the previous examples, you performed a combined search (e.g., **jane AND john**). You can also use parentheses to create search groups and combine them in more complex ways. By structuring your searches with brackets, you can formulate intricate queries that mimic natural language.

Here are some examples of bracketed searches:

(john AND jane) NOT (janie OR johnny)	This returns all images featuring both <b>John</b> and <b>Jane</b> , excluding those that also include their children, <b>Janie</b> and <b>Johnny</b> .
(Johnny OR Janie) NOT (john OR jane)	This query returns all images featuring either <b>Johnny</b> or <b>Janie</b> but excludes any images that include either <b>John</b> or <b>Jane</b> .
john AND (France OR England)	This query returns all images that include <b>John</b> and are also associated with either <b>France</b> or <b>England</b> .

Here's a more advanced example with nested brackets:

**Vacation AND (((john OR jane) NOT (Janie OR johnny)) AND (France OR England) NOT (Paris OR London))**

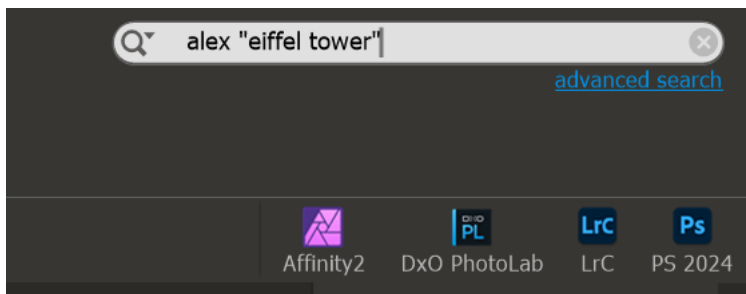
This query returns all images related to **Vacation** that include either **John** or **Jane**, but excludes any images featuring **Janie** or **Johnny**. Additionally, it specifies that the images must be associated with either **France** or **England**, while also excluding any images that contain **Paris** or **London**.

### Search Phrases

As mentioned earlier, you can use the **AND** operator (case sensitive) to combine search terms. Alternatively, using a space as a separator achieves the same result; for example, searching for **Alex Dean** is equivalent to **Alex AND Dean**.

However, if you want to search for a specific phrase that contains spaces, like **"Eiffel Tower"**, you don't want to retrieve images that include **Eiffel AND Tower**. Instead, you want to find images specifically of the **Eiffel Tower**.

To search for exact phrases, enclose the phrase in double quotes.



### Regular Expression Searches

Regular Expressions are text-based search patterns that provide advanced search capabilities beyond simple term-based searches. While they may appear complex at first, they allow for more precise and flexible searches. To use Regular Expressions in the Search Bar, begin your search with the **%regex:** prefix.

Here is a link to a resource where you can learn more about Regular Expressions.

<https://regexone.com/>

### Inverted Searches

After entering your search text, press **Enter** on your keyboard or click a search suggestion from the dropdown to initiate the search.

If you need to find results that do not match the search condition, you can perform an inverted search. To do this, hold down the **Alt** key (on Windows) or the **Opt** key (on macOS) while pressing **Enter** or selecting a suggestion. This will start a search for results that exclude the entered search criteria.

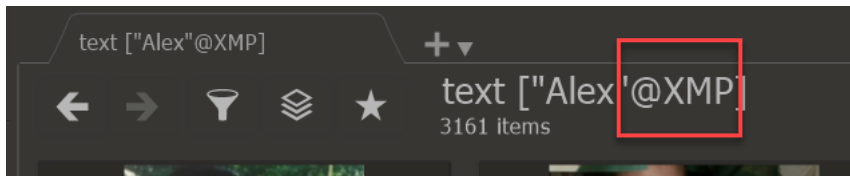
### Search Domains

With the Search Bar, you can perform searches targeting specific areas of your data. As previously mentioned, the searchable image data is divided into sections known as search

domains. By default, entering a search term and pressing **Enter** will search across all available domains.

However, you can also narrow your search to a specific domain. For example, if you want to search for a file name, you will typically limit the search to the domain that contains file data. You can select a search term and domain combination from the suggestions in the dropdown menu of the Search Bar.

When you select a suggestion, the search results will display the abbreviated name of the search domain in the caption of the Collection Viewer, located above the thumbnails. For instance, if you select the term **"Alex"** from the search domain **"Image Details,"** the title in the Collection Viewer will reflect this selection.



These are the search domains available 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.	AREA

### Using the Search Domains

Now that you understand what search domains are and how to use them, you can learn to utilize them more directly. While you can select search domains from the dropdown in the Search Bar, you can also specify them directly in your search query.

For example, if you want to find all images where the term "**Vacation**" appears in the **Label Assignments** search domain, you can enter:

**vacation@PROP**

Then press **Enter**. This will return all images where "**vacation**" matches any string in a catalog label's name, synonyms, or descriptions within the **Label Assignments** domain. The areas where the term can be matched are referred to as **search properties**.

To summarize:

1. Each image contains search data.
2. The search data is organized into search domains.
3. Each search domain includes various search properties.

In our example:

- Entering "**Vacation**" in the Search Bar and pressing **Enter** will return all images where "**Vacation**" appears anywhere in the search data.
- Entering "**vacation@PROP**" in the Search Bar and pressing **Enter** will return all images where "**vacation**" appears specifically in the **Label Assignments** search domain.

You can also specify which search property within the search domain should be searched.

Here are the search properties 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 is stored as a localized string in the format <b>dd mmmm</b> , for example, <b>28 January</b> .	CATITEM.PhotoDate

	<i>StackMarkers</i>	A comma separated list of names for every assigned stack marker for that catalog item	CATITEM.StackMarkers
<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 <b>XMP</b> property name as a search property in the <b>Image Details</b> domain.  Most of the available <b>XMP</b> properties can be found in the <b>XMP specifications</b> .	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>Directory Name</i>	The name of the directory for this path is the name of the lowest folder in the path name. For example, the <b>Directory Name</b> for the path <b>C:\My Photos\Trips\Vacation</b> is <b>Vacation</b> .	PATH.DirName
	<i>Medium Name</i>	The name of the medium where a path is stored on (e.g. the drive's Volume Name on macOS)	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 example, to find all images with the term "**vacation**" in the catalog label name within the **Label Assignments** search domain, you can enter:

**vacation@PROP.PropName**

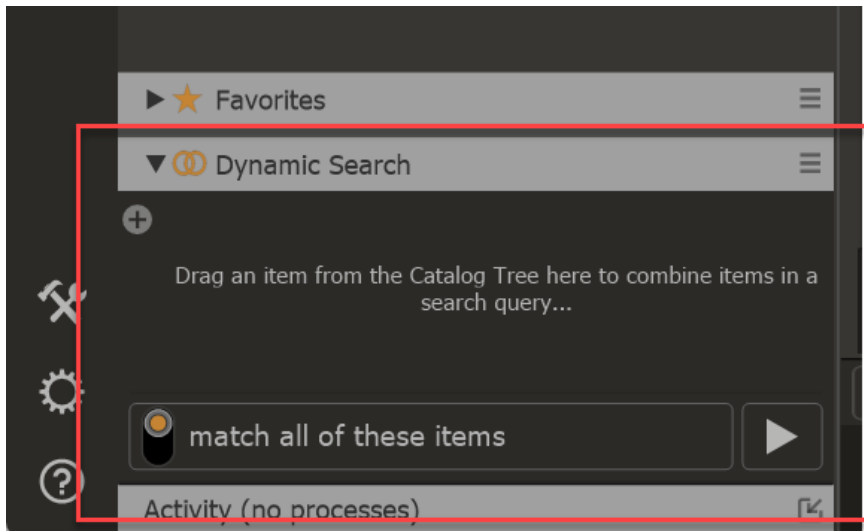
You can also create combinations. For instance:

**alex AND dean@PROP.PropName**

This query will return all images where both "**alex**" and "**dean**" appear in the names of assigned catalog labels.

## Dynamic Search Panel

With the **Dynamic Search Panel**, you can perform advanced and precise searches by adding various search elements. Once you have configured your search criteria, you can execute the search with a click of the **play button**.



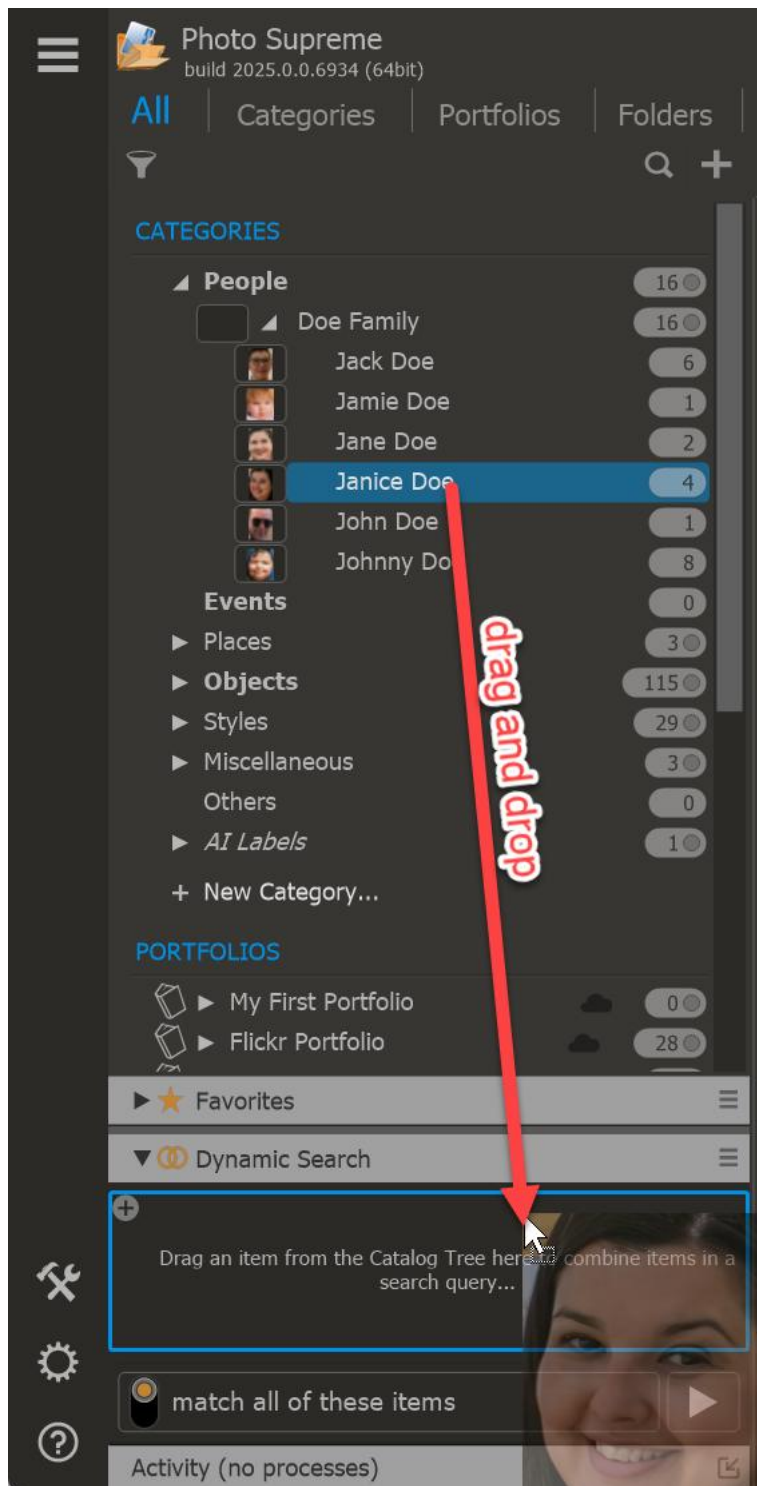
The **Dynamic Search Panel** is an expandable panel located below the **Catalog Explorer** on the left side of the screen. You can expand or collapse this panel by clicking its caption title. The purpose of the panel is to enable you to visually design your queries by adding various elements.

#### [Adding items to the Dynamic Search Panel](#)

You can add items to the **Dynamic Search Panel**, which represent elements of your catalog. These items might include Catalog Labels, Ratings, Color Labels, Date Items, File Folders, Portfolios, and more. You can create a wide range of combinations using these elements.

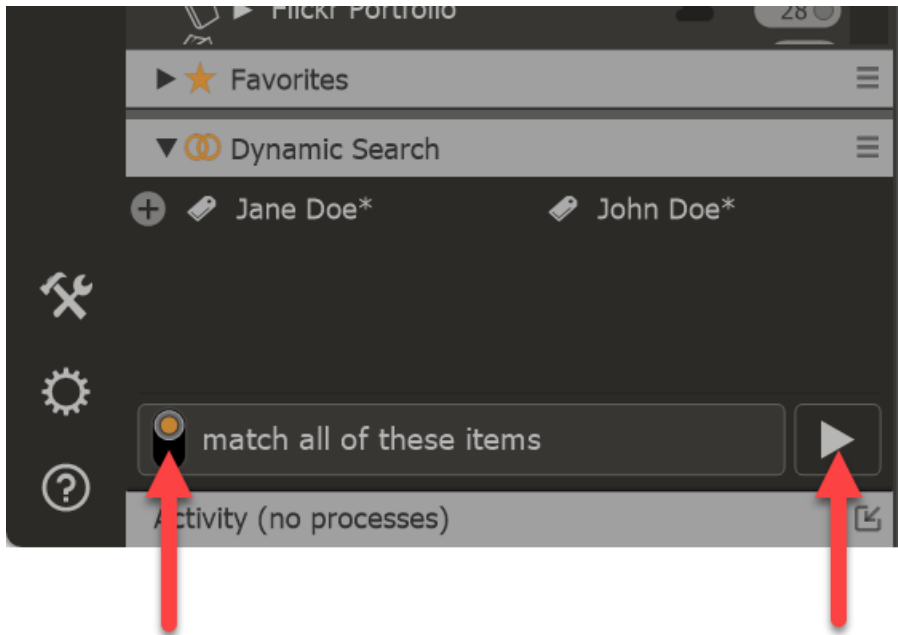
For example, if a Catalog Label named "**Dean**" is already in the **Dynamic Search Panel**, you can add another Catalog Label by dragging it to the panel. You can also drag one or more items from the **Catalog Explorer** to the panel in a single action. Alternatively, you can press the **SPACEBAR** to add selected items from the **Catalog Explorer** to the **Dynamic Search Panel** or use the **+** icon in the upper left corner of the panel to add items.





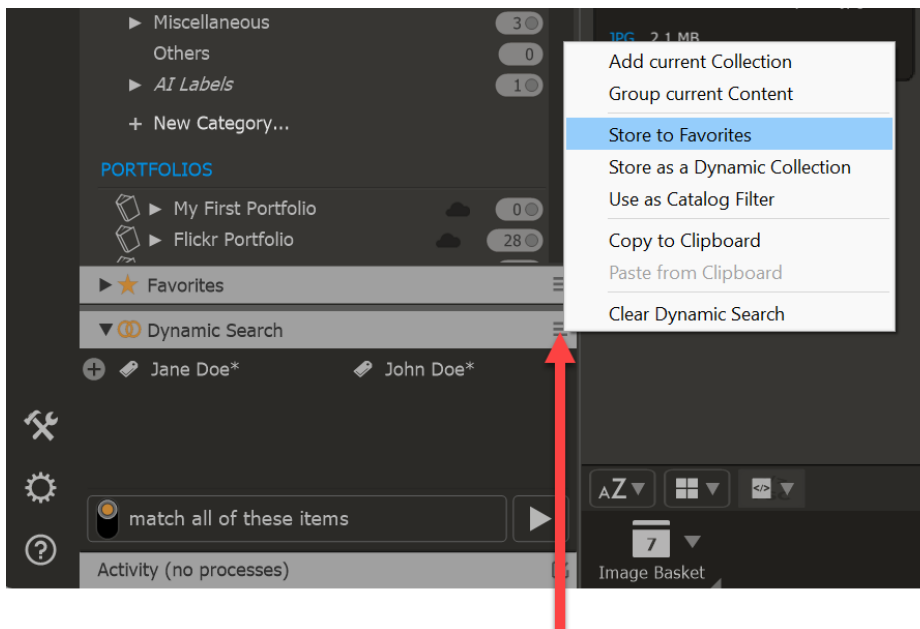
### Run your first search query

The option in the lower left corner of the **Dynamic Search Panel** allows you to toggle the query between "**match all of these items**" (**AND**) and "**match any of these items**" (**OR**). This means you can choose whether all the items in the panel should be combined (**AND**) or considered separately (**OR**) in your search. This setting determines whether the search will include all the items or any one of them.

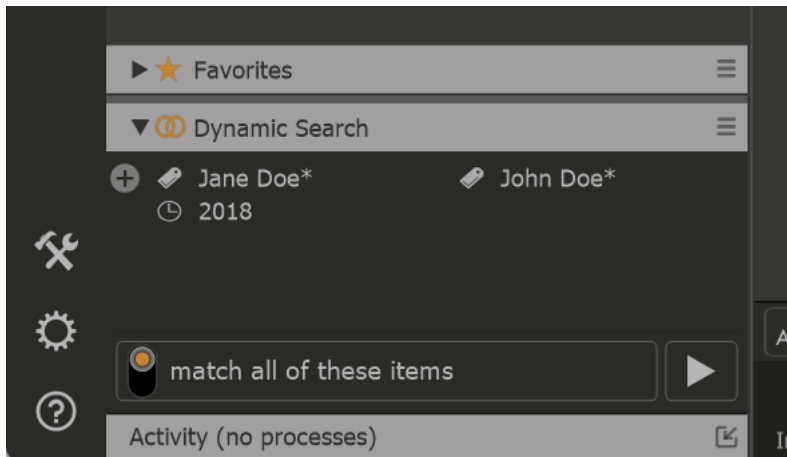


After selecting the join option, click the **Run** button to execute the query. For example, the **Dynamic Search** constructed above will return results that match both terms.

If you anticipate running the same query frequently, you can save it as a **Favorite**. To do this, click the **Menu** button in the **Dynamic Search Panel** and select "**Store to Favorites**". This will add the search combination as a Favorite in the **Favorites Panel**. The Favorite will be named after the combined items by default, but you can rename it by right-clicking the favorite item and selecting "**Rename**".



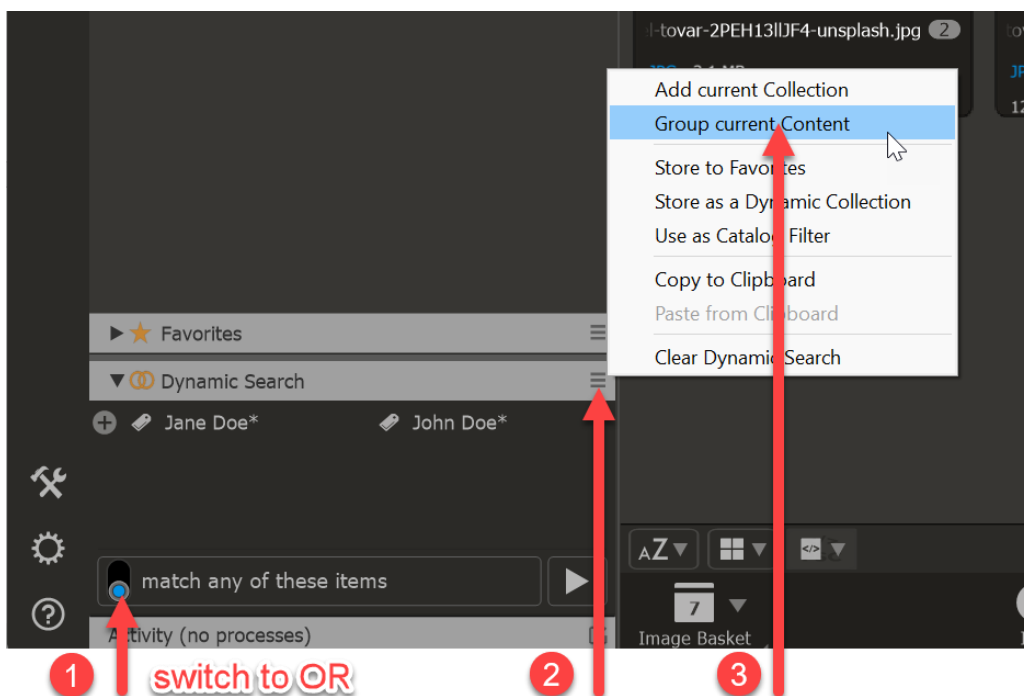
Here's another example of a query: to return all images of **John AND Jane** that were taken in **2018**, you can add the "2018" item from the **Timeline Section** to the existing items in the Dynamic Search Panel. This allows you to combine search terms with specific time frames.



### More advanced Dynamic Searches

Up to this point, the **Dynamic Search Panel** has been used to build simple queries like **A AND B**. However, if you want to create a more complex query, such as **((A OR B) AND C)**, for example, finding all images of **(John OR Jane) in 2018**, you can't simply add Alex, Dean, and 2018 and switch the join to OR. Doing so would result in **(John OR Jane OR 2018)**, which isn't the desired outcome.

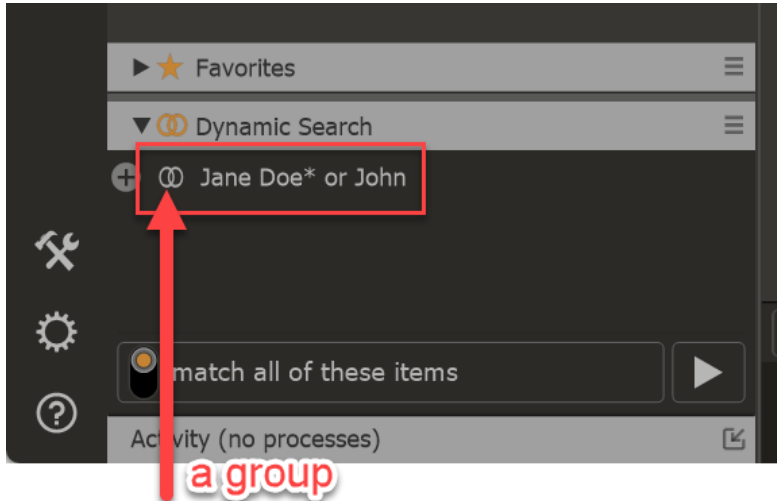
The solution is straightforward: first, build the query for what's inside the brackets. In this case, start by dragging **John** and **Jane** into the Dynamic Search Panel and switch the join type to **"match any of these items"** (John OR Jane).



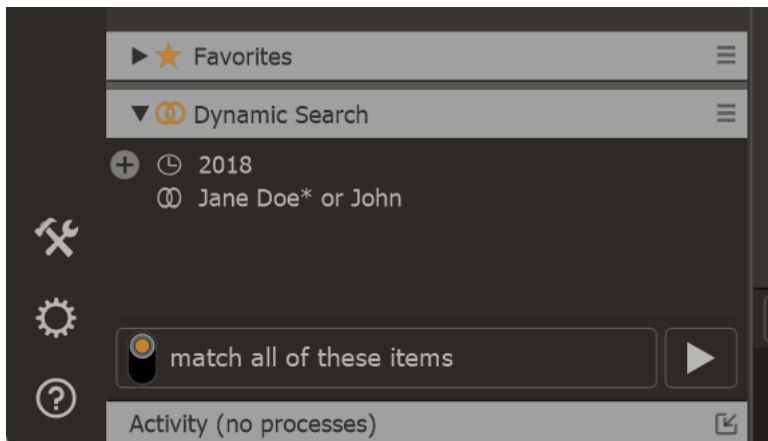
Next, click the **Menu** button and select the option to **group the content together**. This action will combine the selected items into a single group in the Dynamic Search Panel. After

grouping, the panel will display just one entry that represents the merged content, making your query more organized and easier to manage.

Then, you can add the additional criteria (like 2018) outside the brackets.

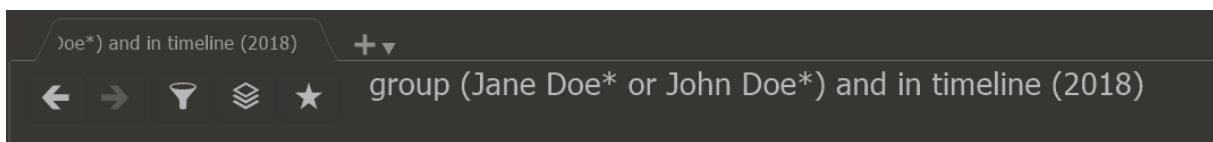


Next, to add **2018** to your query, open the **Timeline section** and drag the **2018** item into the **Dynamic Search Panel**.



For this query, the join should be set to **AND**, so select "**match all of these items.**" This will combine **(John OR Jane)** with **2018** using an AND condition.

This will complete the query, allowing you to search for images of **(John OR Jane)** in **2018**. Click the **Run** button to execute the search.

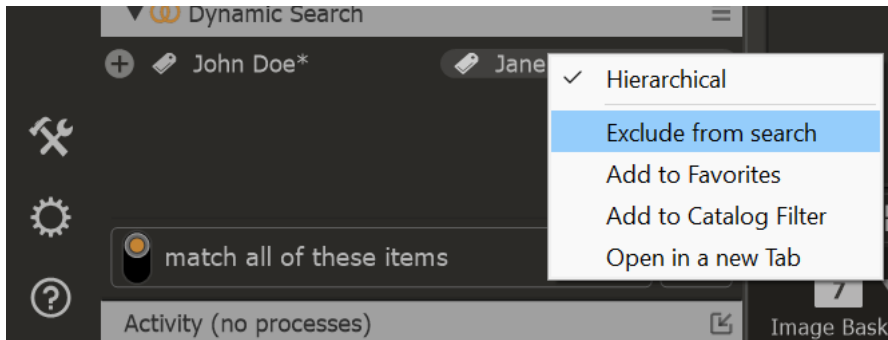


### Excluding items

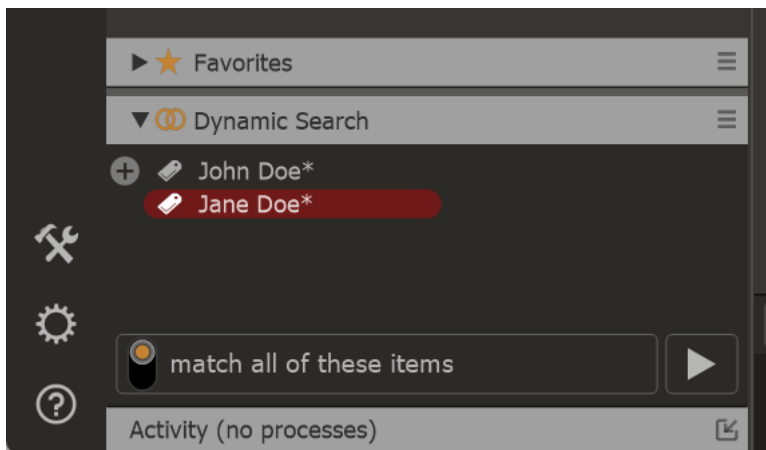
You can also exclude items from a search. For example, if you want to find all images of **John** that do **not** include **Jane**, follow these steps:

1. Drag **John** into the **Dynamic Search Panel**.
2. Drag **Jane** into the **Dynamic Search Panel** as well.
3. Right-click on the **Jane** item and select “**Exclude from Search.**”

This will create a query for all images of **John** that exclude **Jane**.

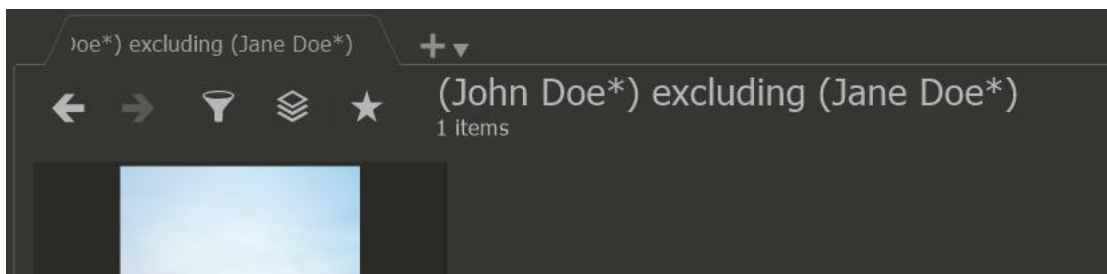


The Jane item is then colored red to indicate that it is excluded from the search.



After setting up the exclusion, click the **Run** button to start the search.

As an alternative, you can also hold the **Alt** key while dragging the item (e.g., **Jane**) to the **Dynamic Search Panel**. This will instantly mark the item as excluded. Alternatively, you can press **Alt + Spacebar** to achieve the same effect.



## Using Search Bar and Dynamic Search Panel together

This manual covered how to use both the **Search Bar** and the **Dynamic Search Panel**. Each tool has its own advantages: the Search Bar offers flexibility and speed, allowing you to quickly search through large amounts of data without needing to know the exact location of the information.

The best part is that the results from the Search Bar can be used within the Dynamic Search Panel for further refinement.

Sometimes you might need to search for something you haven't specifically cataloged. This is where the Search Bar is especially powerful. For example, I often receive photos from my brother and haven't added his name as a catalog label. However, since he always includes his name in the metadata, I can perform a quick search using the Search Bar.

If I'm looking for a specific image of my son and my brother's daughter, which he once sent to me, I can easily find it by searching for his name (Michael) in the Search Bar. I can then add this result to the Dynamic Search Panel, and subsequently include my son's name (Dean) and my niece's name (Chantal) to narrow down the search further.

Here is how to do this:

1. In the search bar enter *Michael* and press enter.
2. Click the Favorites button while holding down the Ctrl (on Windows) or Cmd (on macOS) key.
3. Now add the Dean and Chantal catalog labels (drag/drop or spacebar).
4. Now add the Dean and Chantal catalog labels (drag/drop or spacebar).
5. Run the query.

