Using the Filters on the Timeline Feature

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Filters can be used to narrow your search to any combination of document types within any date range.Timeline Feature

To narrow your search by **document type**, tap on the **Filters** button in the upper left-hand corner. Select any document types you would like to filter by, then tap anywhere on the screen.

To select a **date range**, tap each of the two date boxes to select your range. The left box indicates the start date of the range, while the right box selects the end date of the range.

After you select the dates, the date selection box will close and your results will update. Now, only the events that fall within your search parameters will be displayed. All results are displayed in chronological order.