



# Tech Info Library

## System 7: How to Find with Multiple Criteria

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### Article Change History

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08/21/92 - UPDATED

- To add information about "cannot display all items" message.

### TOPIC -----

How can I do a Find with multiple criteria?

### DISCUSSION -----

Do this through the "Find..." dialog in the Finder:

- 1) Click on the "More Options" button.
- 2) Select the first criterion you want to search and check "all at once".
- 3) Click the Find button.
- 4) After all the files meeting the first criterion are found and selected, choose "Find, More Options", enter the second criteria, and select "Search: the selected items".
- 5) Click the Find button.

Only those items that meet both criteria remain selected. You can repeat this procedure to narrow the search as much as you need.

If you get a message that not all items meeting the criteria could be displayed at once, the most likely reason is that some items are at the desktop level and could not be displayed in the window. Try moving those items from the desktop into the root level window of the volume. The other possible reason for the message is that you have run out of memory due to too large a search result. Try quitting any open applications to free up more memory.

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