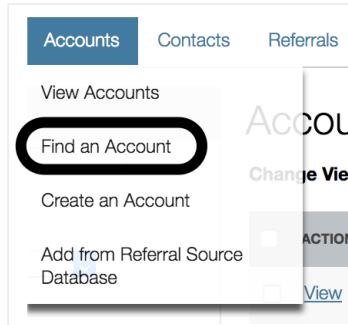


Searching Accounts

There are multiple options to locate an account your agency is working with in PlayMaker.

Find An Account

- From the main navigation, navigate to *Accounts > Find an Account*



- Accounts can be searched by Name, City, State, or Zip Code and limited by account owner
- When choosing the account owner, or manager, you can select any individual employee, including yourself, or "All Employees"

Find an Account

You can use "%" as a wildcard next to other characters to improve your search results. For example, "th%" returns all results with a word in one of the searched fields that begins with "th".

Name	<input type="text"/>	City	<input type="text"/>
State	<input type="text"/>	Zip	<input type="text"/>
Account Manager	<input type="text" value="My Accounts"/>		

Search Accounts from Accounts View

The *Search Accounts* function is located on the left side of the page on the main Accounts view. You may search on any information within accounts in PlayMaker by selecting the appropriate "Search On" field. For more information on this functionality, [click here](#).

Search Accounts

Limit to items I own.

Search On:

Name 

Sort By:

Name 

In Order:

ASC 