Smart DocList dialog box

Use this dialog box to create **Smart DocLists** that are automatically populated with documents based on specific criteria that you select.

Field/Option	Description
Smart DocList Name	Type the name. The Smart DocList will appear in alphabetical order in the left pane.
Description	Type a description that explains the purpose of the Smart DocList for easy reference.
Show documents which match (all/any) of the following criteria	Narrow your search criteria and parameters by selecting **All** or **Any**. It is not possible to create queries that mix **All** or **Any** clauses. **Note: All** means the same as "And", while **Any** means the same as "Or".
<field> for selecting document attributes	Select the document attributes that you want to search for. For more information about the different types of job attributes that you can select, go to the menu **View>Document Inspect**.
<field> for selecting search parameters	Select the parameters that you want to use to narrow your search: • matches/does not match • contains/does not contain • starts with/does not start with • ends with/does not end with
<Text field> for description	Use this field to type specific information that you want to search for.