In EBSCOadmin, how do I set up Search Options on the basic search screen of EBSCO interfaces?

For some EBSCO interfaces, such as the Business Searching Interface (BSI), the library administrator can control the order of Search Options on the Basic Search Screen.

To set the order of search options on Basic Search:


2. Click Customize Services>Searching. Select a Business Searching profile.

3. To the right of Search Options, click the Modify link.

4. In the Order column, enter the order number for each search option.
   - Keyword
   - Company
   - Industry
   - Author
   - Publication
   - Subject

5. In the Show column, mark the check boxes for each option that should appear on Basic Search. If you uncheck all search options (or check only the Keyword option), no search options will display on Basic Search, which will default to keyword searching.

6. Click Submit. Your changes are saved.