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SISS 01.03.01 – Update Auto-Complete functionality 1

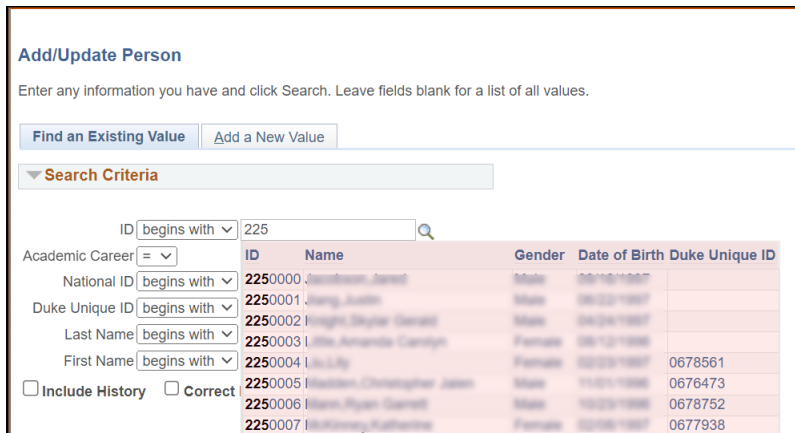
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SISS 01.03.01 – Update Auto-Complete functionality

Description – This document explains how to turn off the Auto-Complete functionality on PeopleSoft Search pages.

Auto-Complete is the functionality that will try to supply the rest of a search field based on the values that have already been entered. It is commonly seen in the Emplid fields on search pages. (See image below.)



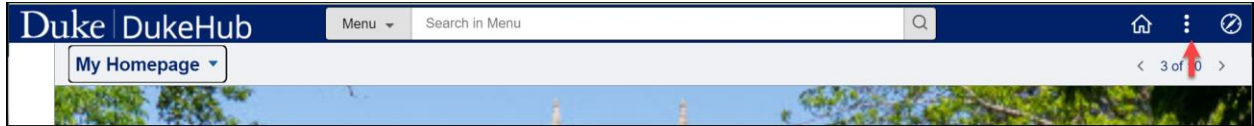
Date	By	Action	Pages
08/22/2022	Tom Johnson	Creation Date	3

Revision History

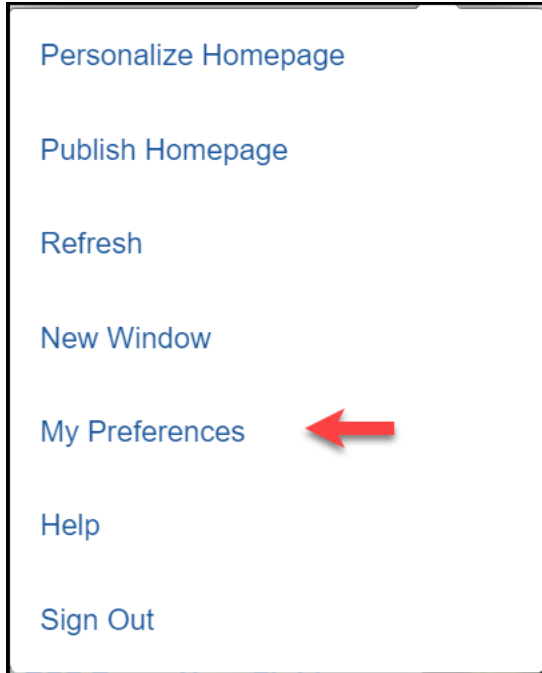
Location –

Turning off Auto-Complete

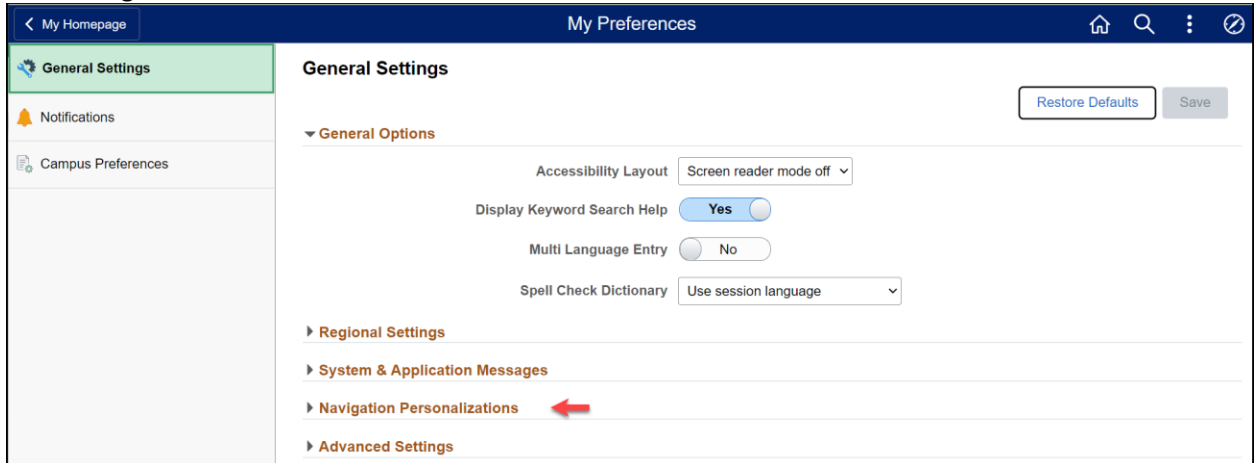
From a Homepage, click the kabob icon in the top right corner.




Select My Preferences.



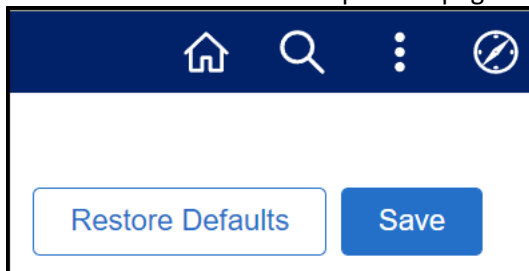
Click Navigation Personalizations.



Set AutoComplete to No

Automatic Menu Collapse	<input checked="" type="checkbox"/> Yes
Tab over Glyph icon	<input checked="" type="checkbox"/> Yes
Mouse over popup event	<input checked="" type="checkbox"/> Yes
Open new browser window	<input type="checkbox"/> No
Tab over Calendar Button	<input type="checkbox"/> No
Default Expert Entry On	<input checked="" type="checkbox"/> Yes
Tab over Grid Tabs	<input type="checkbox"/> No
Tab over Header Icons	<input type="checkbox"/> No
Tab over Lookup Button	<input type="checkbox"/> No
Tab over Navigation Bar	<input type="checkbox"/> No
Tab over Browser Elements	<input type="checkbox"/> No
Tab over Page Links	<input type="checkbox"/> No
Tab over Related Page Links	<input type="checkbox"/> No
Tab over Toolbar	<input type="checkbox"/> No
Autocomplete	<input type="checkbox"/> No 

Then click the Save at the top of the page.



This will turn Auto-Complete off in a variety of search fields.