

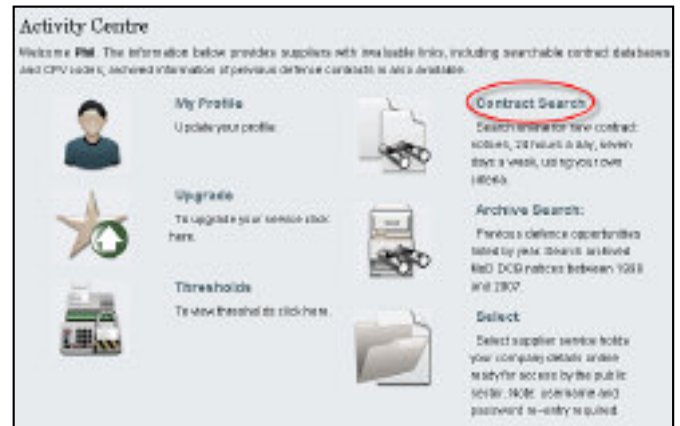


*Contract opportunities are available to you 24 hours a day, 7 days a week, allowing you to access information wherever and whenever you want. The Contract Search function allows you to search for contracts which have appeared in MoD DCB Online over the past three months.*

### Step 1

Once logged in, from the **Activity Centre** click on the **Contract Search** link. The **Quick Search** screen is displayed, from which you may choose the **Advanced Search** button.

**Quick Search** allows you to search for contract opportunities by entry date, keywords and contract type only. For additional search parameters select **Advanced Search**.



### Step 2

Click on the **Entry Date** dropdown box to search for contract opportunities within your date range.

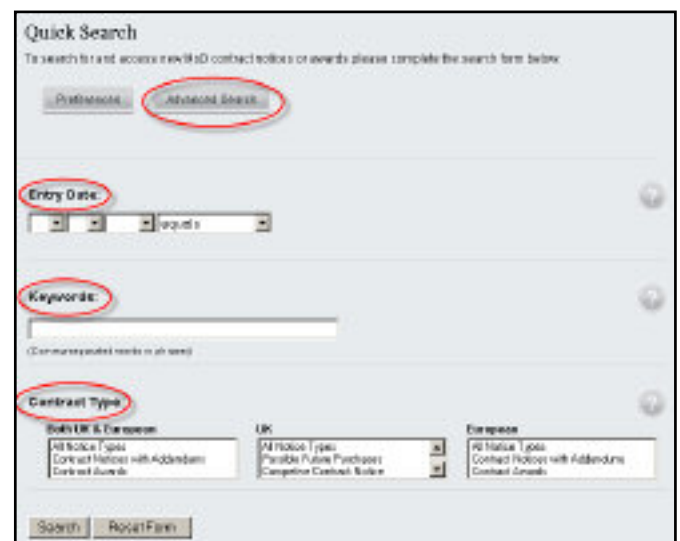
### Step 3

You can enter keywords and phrases applicable to the nature of the contracts you are interested in.

### Step 4

You can tailor your search to receive information on contracts that are available for tender, contracts that have recently been awarded, or both.

You can search on various contract types available in the UK, Europe, or both.



### Step 5

Once you have chosen your search criteria, click **Search Results**. The results will be displayed. Click on the contract of your choice to view it in full. Any keywords you enter will be highlighted in yellow within the contract.

