

Understanding Command Search and Quick Action Discovery

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Opening the command search dialog from anywhere in the workspace

In **Sherkety ERP & Website Platform**, the command search dialog is a global shortcut for finding pages and actions without digging through side menus or opening several admin sections first. You can open it from anywhere in the workspace while you are signed in, which makes it especially useful when you are moving between **Dashboard, Content, Services, Pricing, SEO, Settings, or Users**.

You can usually reach it in two ways:

- Use the **command search trigger** in the top area of the workspace if it is visible on your current screen
- Use the keyboard shortcut you learned in [Using Keyboard Shortcut Hints With Command Search](#)

When the dialog opens, your cursor is placed directly in the **search input** so you can start typing right away. Before you type anything, you may already see suggested results. These suggestions help you jump to common destinations or frequently used areas without entering a full search term.

[SCREENSHOT: command search dialog open over the admin workspace with the cursor active in the search field]

The dialog is built for two main jobs:

- **Direct navigation** to screens such as **Content, SEO, Settings, or User Management**
- **Quick actions** that help you start a task immediately

This is different from other search tools in Sherkety ERP & Website Platform.

Command search is for moving around the workspace and launching actions. It is not the same as:

- a page-level filter inside a list

- a search box inside a specific admin screen
- your browser's **Find** command, which only looks for visible text on the current page

If you already know you want to jump somewhere, command search is usually faster than opening the left navigation and browsing section by section.

Finding pages, entries, and settings by typing keywords

Once the command search dialog is open, start typing the name of the page, tool, or setting you want. In **Sherkety ERP & Website Platform**, the result list updates as you type, so even a short keyword can narrow the list quickly.

For example, typing words like **content**, **seo**, **pricing**, **services**, **dashboard**, **settings**, or **users** can bring up matching destinations. This helps when you know the label on the screen but do not remember where it sits in the admin navigation.

Command search is useful even when you only know part of the name. It can match:

- the beginning of a page label
- a partial word
- related labels used for that destination

That means you do not always need the exact menu path. If you are looking for the area where you manage website text, typing **content** is often enough to surface the **Content** screen. If you need search-facing page information, typing **seo** can help you reach the **SEO** area directly.

Results are typically shown in grouped sections so you can tell what kind of destination you are about to open. This makes it easier to distinguish between:

- **content-related destinations**
- **configuration or settings destinations**
- **administrative screens**

[SCREENSHOT: grouped command search results showing content areas and admin settings in separate sections]

To choose a result, you can:

- press the **Up Arrow** or **Down Arrow** keys to highlight an item, then press **Enter**
- click the result directly with your mouse

As soon as you confirm a result, Sherkety ERP & Website Platform takes you to that screen. This is much faster than opening one admin section, then another, just to reach a page you already had in mind.

Running quick actions without browsing through menus

Command search is not limited to opening pages. In **Sherkety ERP & Website Platform**, it can also show **action-based results** that help you start work immediately. These results are especially helpful when you already know the task you want to perform and do not need to browse to a page first.

A destination result takes you to a screen such as **Content**, **Services**, **Pricing**, **SEO**, **Settings**, or **Users**. A quick action result is different: it starts something directly, such as opening a commonly used tool or taking you straight into a task flow.

This distinction matters when you are working quickly:

- **Destination results** help you move to a page
- **Quick action results** help you begin an action right away

For content editors, quick actions are useful when switching rapidly between editing tasks. If you are updating public-facing content and want to jump straight into a familiar workflow, command search can save several clicks. For administrators, quick actions are helpful when moving between configuration tasks such as site maintenance, user-related work, or search-facing updates.

You will notice that these action results feel more direct than menu browsing. Instead of opening a section and then choosing a tool inside it, you can often search once and go straight to the task you need.

Another important detail is that command search follows your current access level. In Sherkety ERP & Website Platform:

- content editors see actions related to the areas they can use
- administrators see broader results, including configuration and management options
- restricted actions do not appear if your role does not allow them

This keeps the list relevant. You are not forced to scan through actions that you cannot open anyway, which makes command search cleaner and easier to trust during daily work.

Using keyboard navigation to move faster through results

If you prefer working without constantly switching between keyboard and mouse, command search supports a smooth keyboard flow. In **Sherkety ERP & Website Platform**, this is one of the fastest ways to move between screens while staying focused on your current task.

The basic flow is simple:

- open the dialog with the keyboard shortcut
- type a keyword in the **search input**
- move through the result list with **Up Arrow** and **Down Arrow**
- press **Enter** to open the highlighted result

Because the cursor lands in the search field automatically, you can begin typing immediately. As the result list changes, the highlighted selection moves with your arrow-key navigation, making it easy to review several options before choosing one.

If you decide not to continue, press **Escape**. This closes the command search dialog and returns you to the screen you were already using. Nothing changes unless you confirm a result, so it is safe to open the dialog just to check what is available.

This keyboard-first approach is especially useful when you are:

- editing website content and need to jump to another admin area quickly
- reviewing settings and moving between configuration pages
- switching between repeated tasks throughout the day

[SCREENSHOT: command search with one result highlighted using keyboard navigation]

Mouse selection is still useful in some situations. You may prefer to click when:

- you want to scan grouped results visually before deciding
- several results look similar and you want to read them carefully
- you are opening an unfamiliar destination and want to confirm the exact label first

If you are already comfortable with keyboard shortcuts from [Using Keyboard Shortcut Hints With Command Search](#), this is the next step: using the same shortcut flow not just to open the dialog, but to complete the whole search and selection process without leaving the keyboard.

Recognizing which results are available to editors and administrators

The result list in command search changes based on who is signed in. In **Sherkety ERP & Website Platform**, this helps keep the search experience focused instead of showing every possible area to every user.

For **content editors**, command search is most useful for finding content-focused destinations and related tools. Typical searches may lead to areas such as:

- **Content**
- website editing destinations
- media or content-related tools
- public page management areas

For **administrators**, command search can surface a wider set of destinations, including configuration and account management areas such as:

- **Settings**
- **Users**
- **SEO**
- **Services**
- **Pricing**
- **Dashboard**

This role-based behavior matters because command search respects access restrictions. If your account does not have permission to open a page or use an action, that result does not appear in the list. Instead of showing unavailable options and blocking you later, Sherkety ERP & Website Platform filters the list before you choose anything.

That makes the search results easier to understand than browsing a long navigation structure. Rather than scanning many sections and wondering what applies to your role, you only see destinations that are actually relevant to you.

The same keyword can produce different results depending on the signed-in user. For example:

- searching **settings** may show configuration pages for an administrator
- the same search may show fewer or no results for a content editor
- searching **users** may return user management for an administrator but nothing for a role without access

[SCREENSHOT: command search results for an administrator compared with a more limited result list for a content editor]

If a coworker tells you to search for a page and you cannot find it, the difference may be permissions rather than a search problem.

Fixing common issues when search results are missing or unexpected

If command search does not return what you expect, the issue is often the search term rather than the feature itself. In **Sherkety ERP & Website Platform**, a few small changes usually help you find the right result.

Start by checking the label you are typing. Command search works best when your keyword matches the wording used in the interface. If a full phrase does not work, try a shorter version. For example, instead of typing a long description, search for the main label such as **SEO**, **Pricing**, **Users**, or **Settings**.

When results seem missing, try these adjustments:

- use a **shorter keyword**
- type only the most recognizable part of the page name
- remove extra words and search again
- try a related label that appears in the menu or page heading

If you expect to see an admin destination and it does not appear, check whether your account has access to that area. Command search only shows pages and actions available to your current role, so a missing result may simply be restricted.

If the keyboard shortcut does not open the dialog, make sure your focus is inside **Sherkety ERP & Website Platform**. If your browser or operating system is capturing the same shortcut first, the command search dialog may not open until you click back into the workspace.

Too many similar results can also slow you down. In that case, refine the search with a more specific term:

- add the exact page name
- include the action word you expect
- use the setting label rather than a broad category

If the dialog opens but the list still feels unclear, pause and scan the grouped headings before selecting. This often helps you spot whether the result belongs to a

content area, a settings area, or another admin destination.

Overview

Command search in **Sherkety ERP & Website Platform** is designed to reduce menu browsing and help you move directly to the page or action you need. Instead of opening the left navigation, expanding sections, and scanning multiple screens, you can open one dialog, type a keyword, and choose from a focused list of results.

The most important ideas to remember are:

- **Command search is global** within the signed-in workspace
- it helps you find both **destinations** and **quick actions**
- results update as you type
- keyboard controls let you search and select without leaving your current flow
- the result list changes based on your role and permissions

This makes command search especially useful for repeated daily work. A content editor can jump quickly between **Content** and other editing destinations, while an administrator can move between **Dashboard**, **Users**, **Settings**, **SEO**, **Services**, and **Pricing** without stepping through each menu.

It also helps reduce confusion because the list is filtered to what you can actually use. When a result appears, you can be more confident that selecting it will take you somewhere relevant to your role.

Use command search when you:

- already know the name of the page or tool you want
- want to move faster than menu browsing allows
- need to stay focused while editing or reviewing admin settings
- prefer keyboard-driven navigation

Use regular page filters or on-screen search fields when you are already inside a specific screen and want to narrow items on that page.

The next skill to build is understanding how grouped results help you spot related destinations and action types more quickly. Continue with [Finding Grouped Actions and Destinations With Command Search](#).

Prerequisites

You do not need advanced setup to use command search in **Sherkety ERP & Website Platform**, but a few basics should already be in place so the feature works as expected.

Before using command search, make sure:

- you are **signed in** to the admin workspace
- you can already access the areas relevant to your role
- your browser focus is inside the Sherkety ERP & Website Platform workspace
- you know the basic keyboard shortcut behavior covered in [Using Keyboard Shortcut Hints With Command Search](#)

It also helps if you are already familiar with the names of common admin sections. You do not need to memorize the full navigation path, but recognizing labels such as **Dashboard**, **Content**, **Services**, **Pricing**, **SEO**, **Settings**, and **Users** will make command search much more effective.

If you are new to the admin area, these related guides will help first:

- [Signing In and Accessing the Admin Portal](#)
- [Using the Admin Dashboard for Navigation](#)
- [Understanding Admin Page Access and Protected Navigation](#)

Keep in mind that your available results depend on your permissions. If you are signed in as a content editor, your search results may be narrower than those seen by an administrator. That is expected behavior, not a problem with the search dialog.

For the smoothest experience, use command search when you are actively working inside the admin workspace rather than switching between many browser tabs or external tools. That way, the shortcut opens the dialog immediately and your search stays focused on the destinations available in your current session.