

# S3-Link File Search Setup

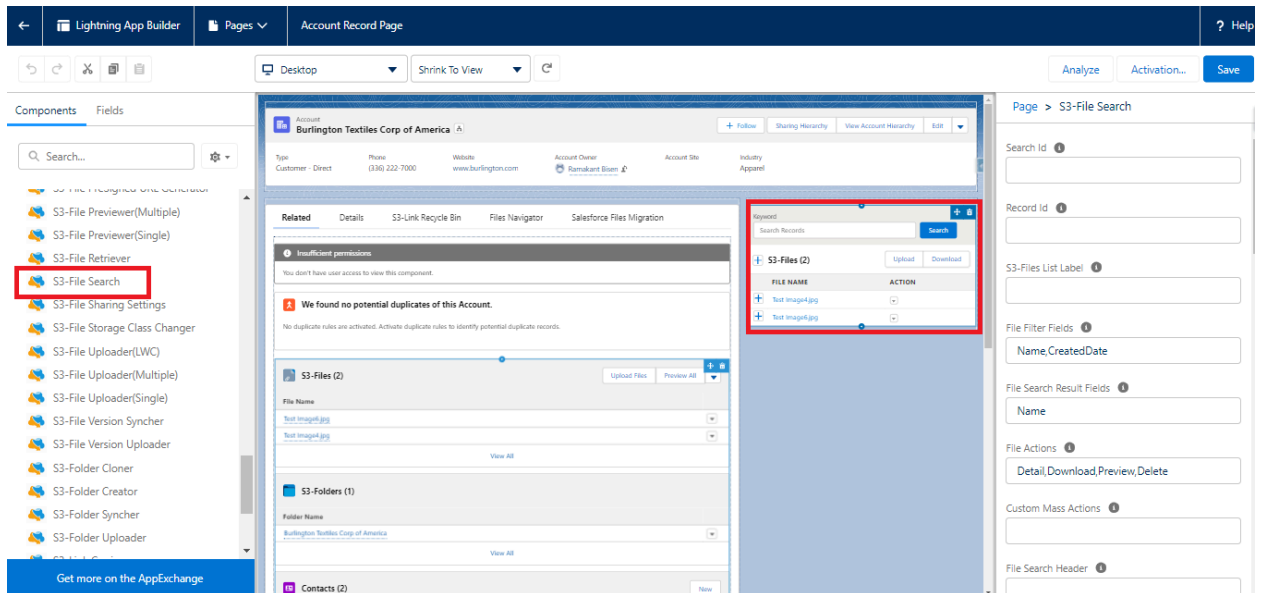
## Introduction

This guide helps you enable various features in our S3-Link File Search component so end users can use all those features.

## Prerequisite

To enable our S3-File Search component for your end users, you must add the **S3-File Search** component in your Salesforce record detail page. For example, if you want to enable it in the Account record detail page, you can follow the steps below.

1. Go to the **Accounts** tab
2. Open one Account record
3. Click on **Setup**
4. Click on the **Edit Page**
5. Search for **S3-File Search** in the components list
6. Drag & drop the **S3-File Search** component to the account record detail page



7. This will enable S3-File Search with the default settings. You can change the settings as per your requirements
8. Click **Save** and activate the page if required

## Functionality Overview

There are a lot of other features which can be really useful. Below are some of those features with the steps you need to follow to enable them.

## Enable File Upload

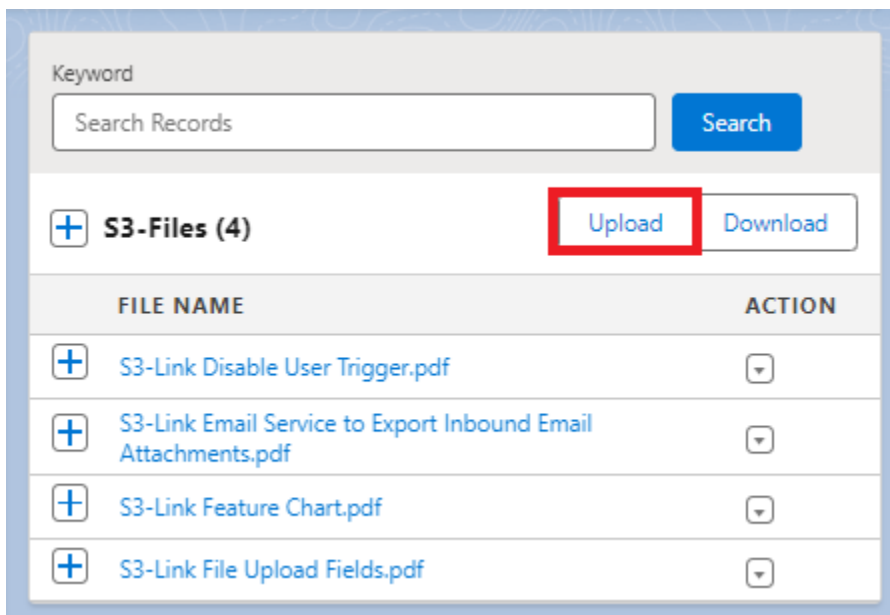
You can upload new files and attach them to the Salesforce record using S3-File Search. Follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **Enable File Upload** property and set it to true. By default, it is already set to 'true'. If you want to disable it, simply uncheck the checkbox.

Enable File Upload ⓘ

3. Click **Save** & activate the page if required

Note: After saving, users will see the **Upload** button in the S3-File Search. See the below screenshot.



## Open AWS Link on click of S3-File Name

You will get the AWS Link on the click of the S3-File Name. After clicking, the file will open in the other tab. Follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **Open AWS Link(on file name click)** property and set it to true.

Open AWS Link(on file name click) ⓘ

3. Click **Save** & activate the page if required

Note: After saving, when users click on the file name link, the file will open in a new browser tab using the AWS link.

The screenshot shows a user interface for managing S3 files. At the top, there is a search bar labeled 'Keyword' with the placeholder text 'Search Records' and a blue 'Search' button. Below the search bar, there is a section titled '+ S3-Files (3)' with 'Upload' and 'Delete' buttons. A table lists three files:

	FILE NAME	SIZE	IMAGE PREVIEW	ACTION
+ <a href="#">S3-Link for Amazon IAM Users.pdf</a>	65.99 KB	Not available	▼	
+ <a href="#">S3-Link for Salesforce Custom Objects.pdf</a>	302.41 KB	Not available	▼	
+ <a href="#">S3-Link File Upload Fields.pdf</a>	27.93 KB	Not available	▼	

## Open Preview on click of S3-File Name

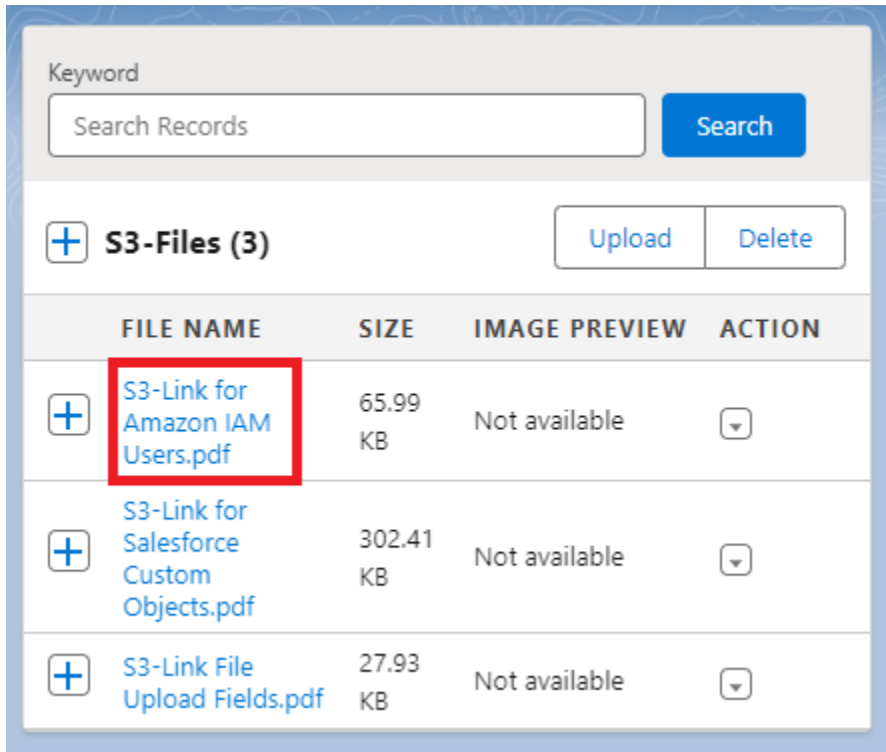
You can preview any file that is displayed in the S3-Files list. Follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **Open File Preview(on file name click)** property and set it to true.

Open File Preview(on file name click) ⓘ

3. Click **Save** & activate the page if required

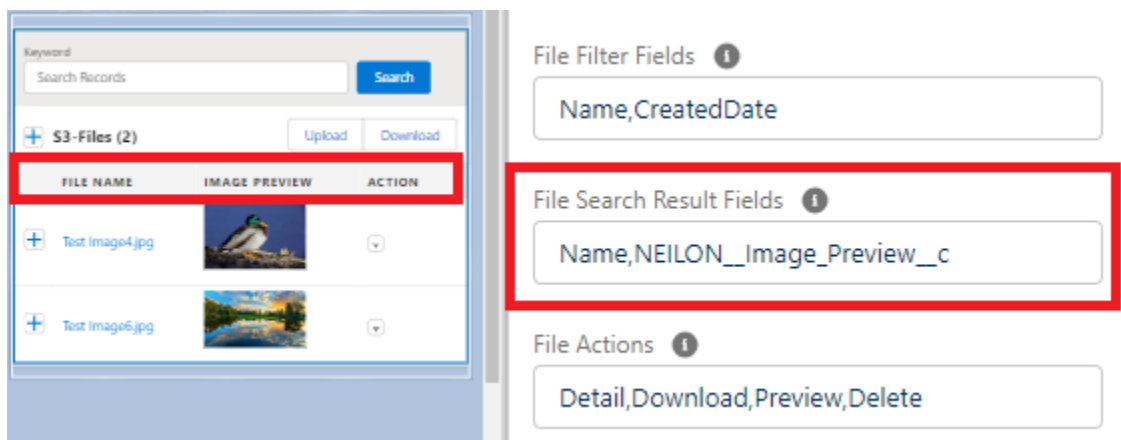
Note: After saving, when users click on the file name link, the file preview will be loaded.



## Enable Image Preview for S3-Files

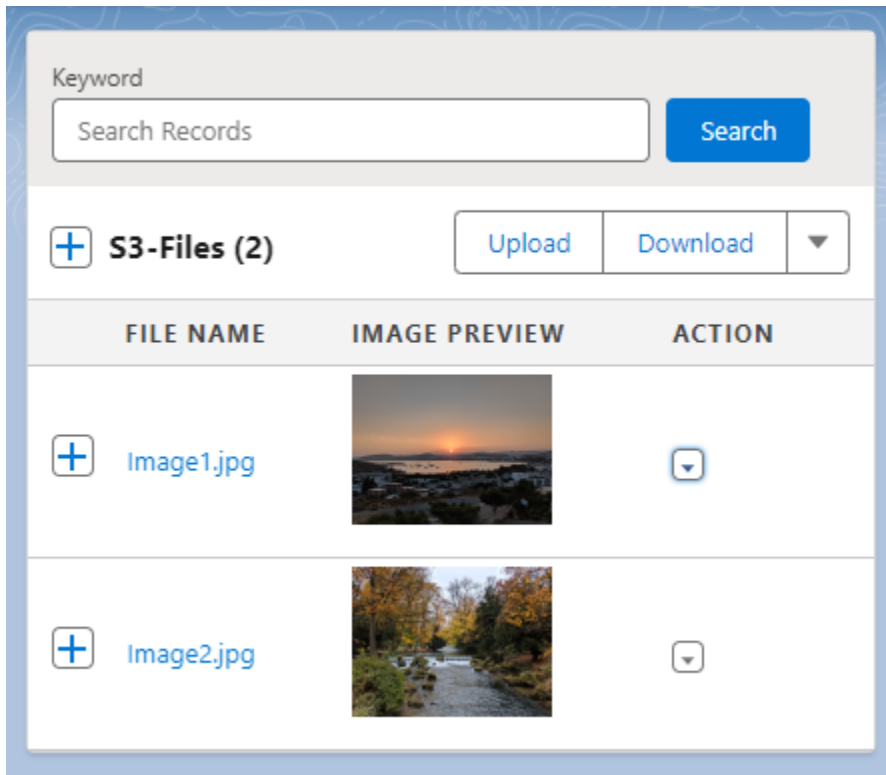
If you want, you can display S3-File as an Image directly in the S3-File Search component. Follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite
2. Find **File Search Result Fields** property.
3. Give comma separated API names of S3-File fields that you want to display as columns. It supports all S3-File fields.
4. The API name of the Image Preview field is `NEILON__Image_Preview__c` so provide **Name,NEILON\_\_Image\_Preview\_\_c** in File Search Result Fields



5. Click **Save** and activate the page if required

Note: After that, users will see the image directly in S3-File Search. See the below screenshot.

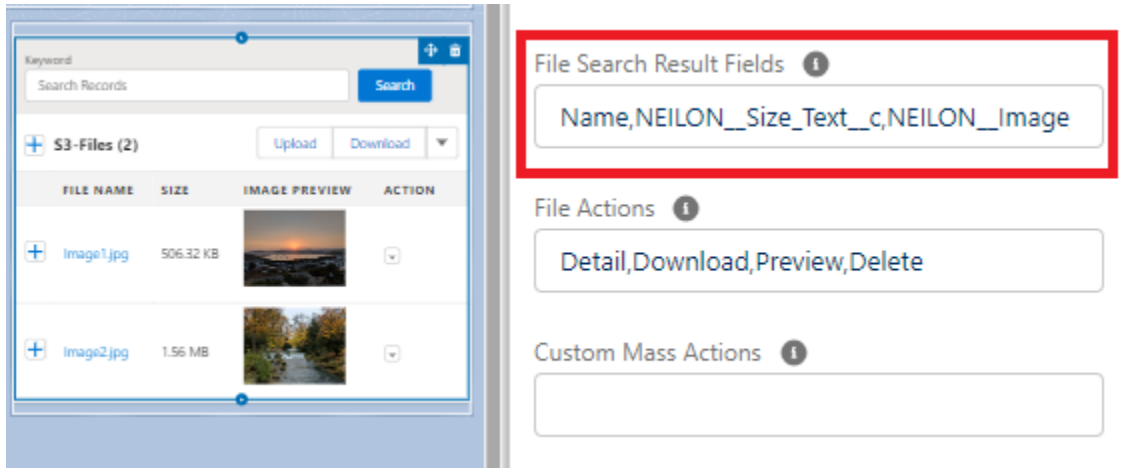


### Show additional S3-File fields as column

You can add additional fields of the S3-File as columns in the S3-File Search component to get information about those fields. Follow the below steps if you want to do that.

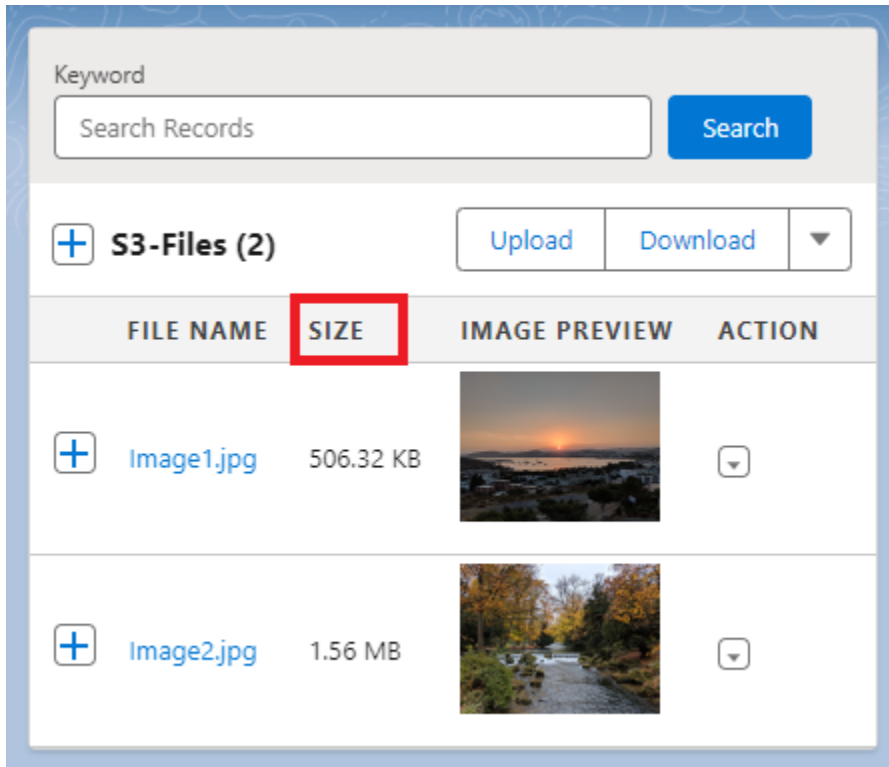
1. Follow steps 1 to 6 in Prerequisite
2. Find **File Search Result Fields** property
3. Give comma separated API names of S3-File fields that you want to display as columns. It supports all S3-File fields.

4. For example, if you want to display Name, Size and Image Preview as the columns, provide **Name,NEILON\_\_Size\_Text\_\_c,NEILON\_\_Image\_Preview\_\_c**



5. Click **Save** and activate the page if required

Note: After saving, users will see the column you enabled in the S3-File Search. See the below screenshot.



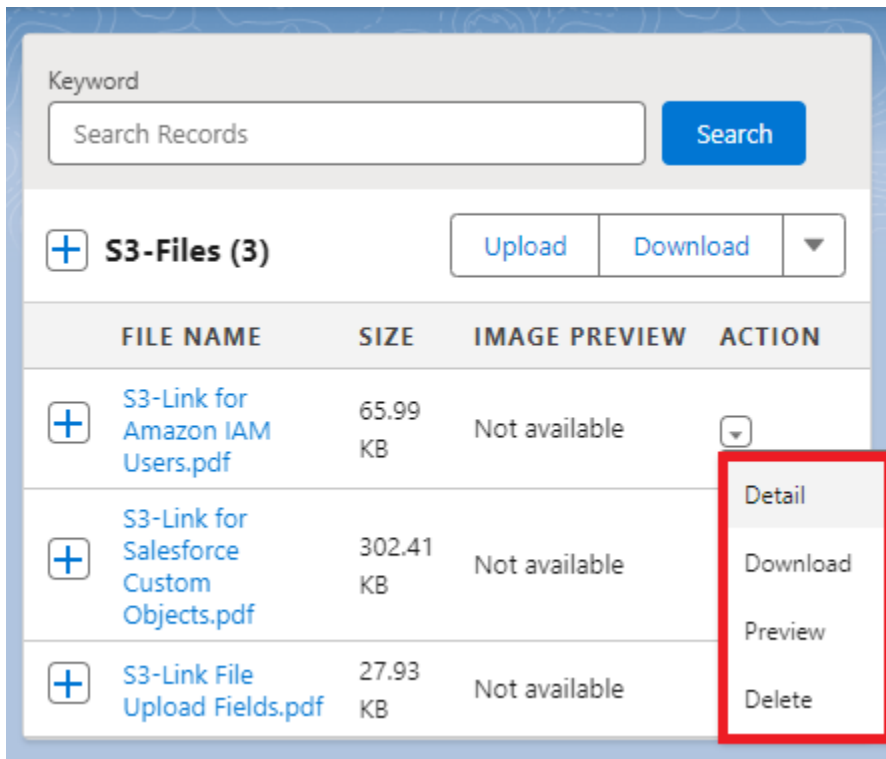
## Enable / Disable File Actions

You can perform certain actions on files in the S3-File Search component. By default, some actions are available, but if you want to add or remove actions, follow the below steps

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **File Actions** property of the component
3. Give comma separated action names in the **File Actions** property. It supports the actions below.  
Detail,Preview,Download,Edit,NewVersion,Delete,SendEmail,Copy,Move,OpenLink,PublicLink



Note: After saving, users will see File Actions you enabled in the S3-File Search. See the below screenshot.



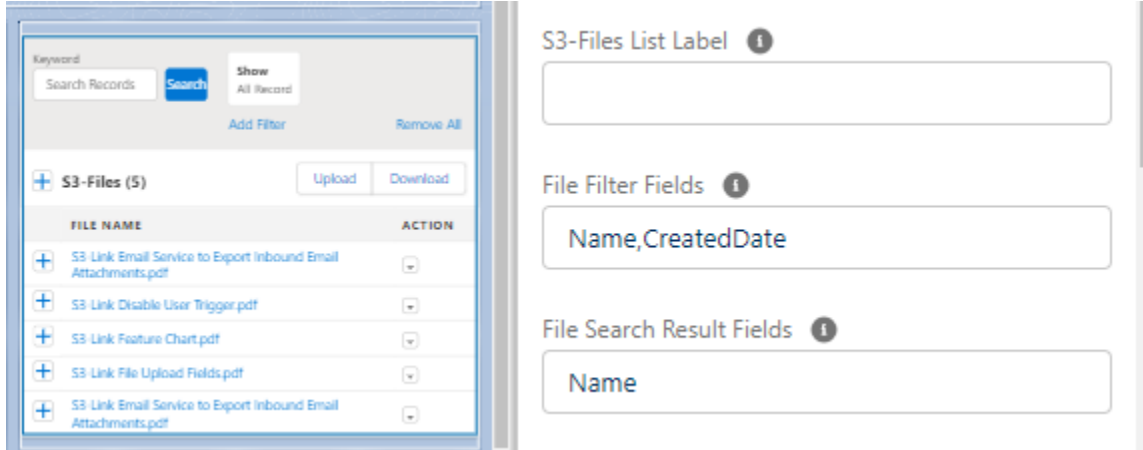
## Enable Filter Capability

We have features to filter files based on criteria in the S3-File Search component. If you have many files and need to search efficiently, this filtering capability is invaluable. Follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **Enable Filters** property of the component.
3. Set true for Enable Filters

Enable Filters ⓘ

4. Additionally, you can apply additional filters by configuring specific settings. By default, you can filter files based on File Name and Created Date, which are included in the **File Filter Fields**.



The screenshot shows the S3-Files interface. On the left, a search results window displays a list of files under the heading 'S3-Files (5)'. The list has columns for 'FILE NAME' and 'ACTION'. The files listed are:

FILE NAME	ACTION
S3 Link Email Service to Export Inbound Email Attachments.pdf	⌵
S3 Link Disable User Trigger.pdf	⌵
S3 Link Feature Chart.pdf	⌵
S3 Link File Upload Fields.pdf	⌵
S3 Link Email Service to Export Inbound Email Attachments.pdf	⌵

On the right, the configuration panel shows three input fields:

- S3-Files List Label ⓘ (empty)
- File Filter Fields ⓘ (containing 'Name, CreatedDate')
- File Search Result Fields ⓘ (containing 'Name')

5. You can add fields to the File Filter Fields based on your preferences for filtering. Simply add the API names separated by commas. For example: Name, CreatedDate, NEILON\_\_Extension\_\_c, NEILON\_\_Size\_\_Text\_\_c

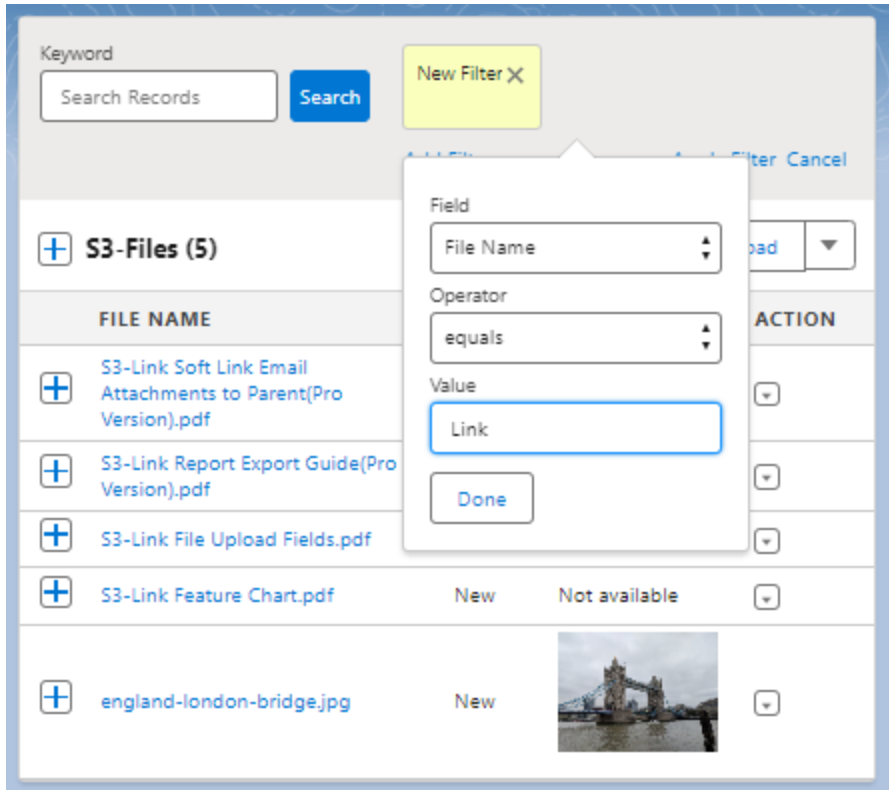
File Filter Fields ⓘ

Name, CreatedDate, NEILON\_\_Extension\_\_c, I

6. Click **Save** & activate the page if required

Note: After saving, users will see the option to add filters in the S3-File Search. See the below screenshot.





## Enable Mass File Download

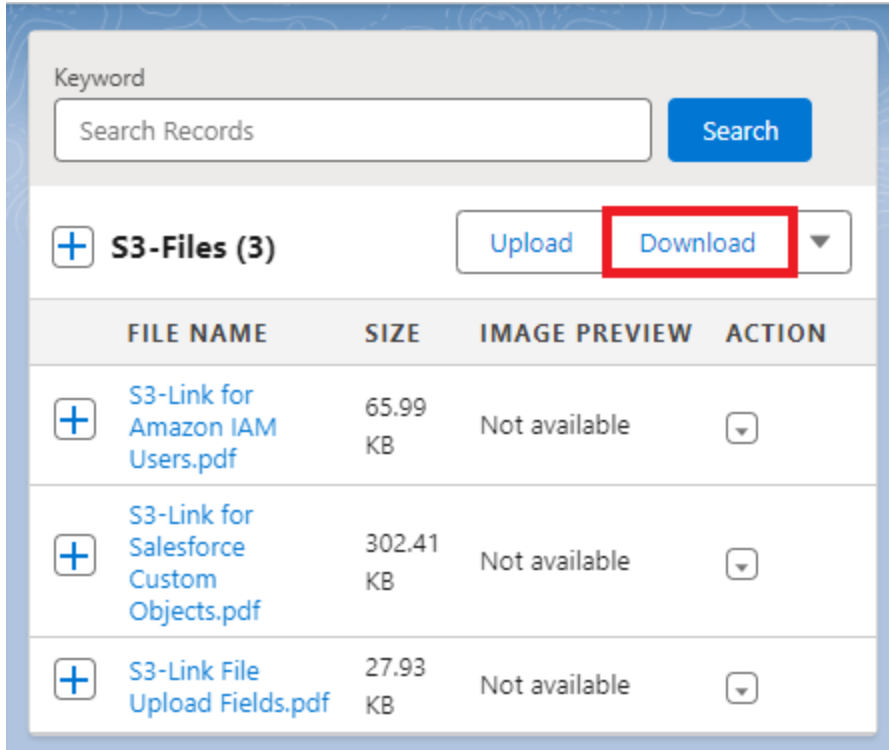
You can download multiple files, follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find **Enable Multiple Files Download** property and set it to true. By default, it is already set to 'true'. If you want to disable it, simply uncheck the checkbox.

Enable Multiple Files Download ⓘ

3. Click **Save** & activate the page if required

Note: After saving, users will see the Download button in the S3-File Search. See the below screenshot.



## Enable Mass File Delete

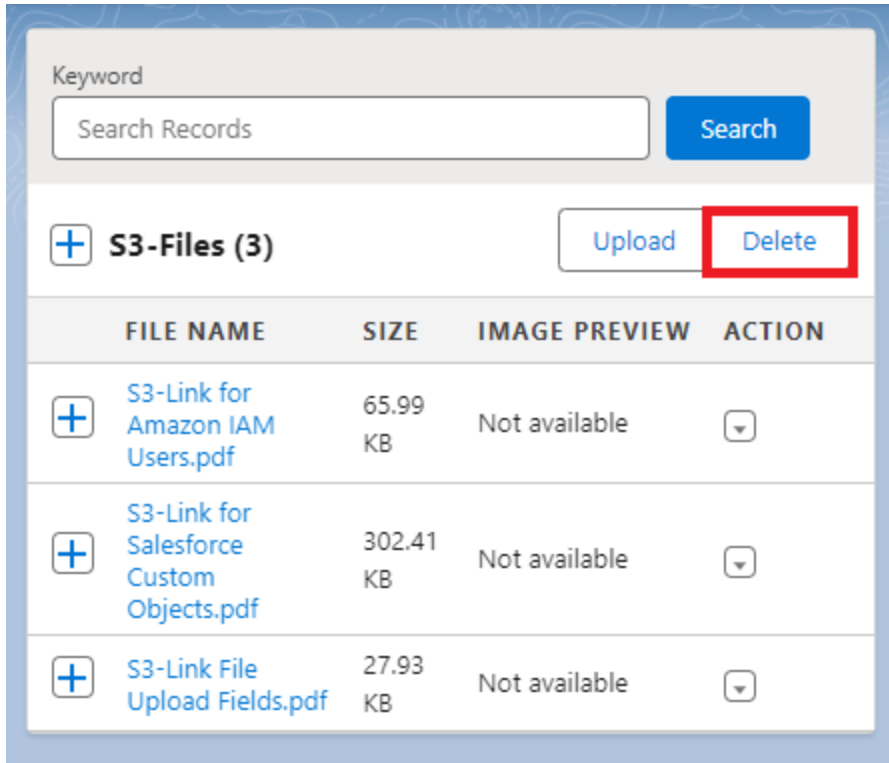
You can delete multiple files, follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. After that click on the S3-File Search component. On the right side, you will see all the settings available for the component.
3. Find the **Enable Multiple Files Delete** property and set it to true.

Enable Multiple Files Delete ⓘ

4. Click **Save** & activate the page if required

Note: After saving, users will see the Delete button in the S3-File Search. See the below screenshot.



## Enable Multiple Files Preview

You can preview multiple files, follow the below steps if you want to do that.

1. Follow steps 1 to 6 in Prerequisite.
2. Find the **Enable Multiple File Preview** property and set it to true.

Enable Multiple Files Preview ⓘ

3. Click **Save** & activate the page if required

Note: After saving, users will see the **Preview** button in the S3-File Search. See the below screenshot.

Keyword

Search Records Search

+ **S3-Files (3)** Preview Copy

	FILE NAME	SIZE	IMAGE PREVIEW	ACTION
<span>+</span>	<a href="#">S3-Link for Amazon IAM Users.pdf</a>	65.99 KB	Not available	<span>▾</span>
<span>+</span>	<a href="#">S3-Link for Salesforce Custom Objects.pdf</a>	302.41 KB	Not available	<span>▾</span>
<span>+</span>	<a href="#">S3-Link File Upload Fields.pdf</a>	27.93 KB	Not available	<span>▾</span>

## Enable Multiple Files Delete

1. Follow steps 1 to 6 in Prerequisite
2. Find the **Enable Multiple File Delete** property and set it to true.

**Enable Multiple Files Delete** ⓘ

3. Click **Save** & activate the page if required

Note: After saving, users will see the **Delete** button in the S3-File Search. See the below screenshot.

Keyword

Search Records

**S3-Files (3)**

	FILE NAME	SIZE	IMAGE PREVIEW	ACTION
<input type="button" value="+"/>	S3-Link for Amazon IAM Users.pdf	65.99 KB	Not available	<input type="button" value="v"/>
<input type="button" value="+"/>	S3-Link for Salesforce Custom Objects.pdf	302.41 KB	Not available	<input type="button" value="v"/>
<input type="button" value="+"/>	S3-Link File Upload Fields.pdf	27.93 KB	Not available	<input type="button" value="v"/>

## Enable Multiple Files Copy

1. Follow steps 1 to 6 in Prerequisite
2. Find **Enable Multiple File Copy** property and set it to true.

Enable Multiple Files Copy ⓘ

3. Click **Save** & activate the page if required

Note: After saving, users will see the **Copy** button in the S3-File Search. See the below screenshot.

Keyword

Search Records

**+ S3-Files (3)**

	FILE NAME	SIZE	IMAGE PREVIEW	ACTION
<b>+ S3-Link for Amazon IAM Users.pdf</b>		65.99 KB	Not available	<input type="button" value="⌵"/>
<b>+ S3-Link for Salesforce Custom Objects.pdf</b>		302.41 KB	Not available	<input type="button" value="⌵"/>
<b>+ S3-Link File Upload Fields.pdf</b>		27.93 KB	Not available	<input type="button" value="⌵"/>

### Enable S3-Link Recycle Bin for S3-File Delete action

If you want the files deleted from S3-File Search to go into the S3-Link Recycle Bin, please follow the below steps.

1. Follow steps 1 to 6 in Prerequisite
2. Find **Enable S3-Link Recycle Bin** property and set it to true

Enable S3-Link Recycle Bin ⓘ

3. Click **Save** & activate the page if required

Notes: After this, if users delete an S3-File in S3-File Search, they will go into the S3-Link Recycle Bin and stay there for 60 days before it gets deleted permanently from Salesforce and AWS. You can also restore those deleted S3-Files from the S3-Link Recycle Bin if you want. If you do not have the guide for the S3-Link Recycle Bin, contact our support team.