

## **Records Networking Group Agenda – Thursday May 20, 2026 – 11am-12pm AEST**

Chaired by Kristy Portas/Gympie Regional Council

### **Welcome**

### **MagiQ discussion**

1. MAGIQ Software's new Outlook connector – John
2. How to configure custom searches in Edge (and Chrome) to help people quickly access MagiQ documents direct from the browser address bar – Richard Morris

### **Recordkeeping Industry discussion**

3. IPOLA implementation – how is everyone going with July 1 deadline for mandatory data breach reporting?

### **General Business**

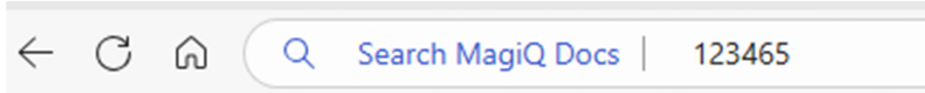
### **Next Meeting**

August – date to be determined

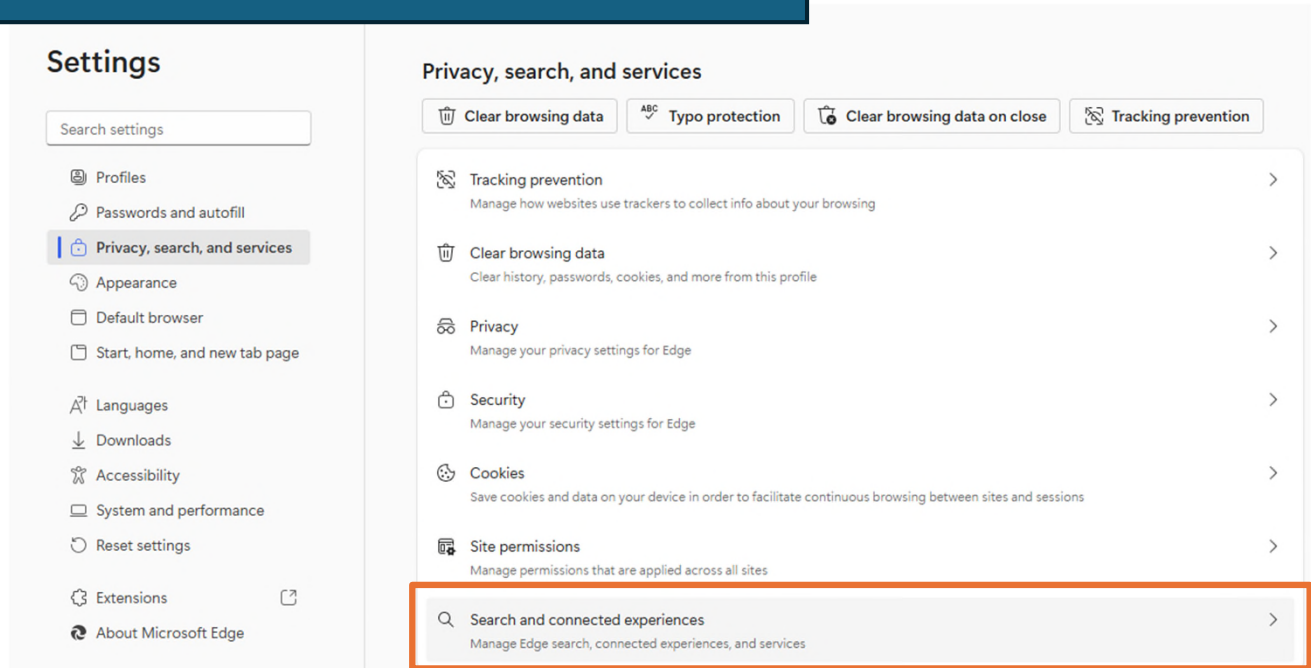
# Setting up a Custom Search engine for MagiQ Documents DocID

In your web browser you can setup a custom search engine (MagiQ) which will allow you to search for and open MagiQ Documents directly from your web browser address bar.

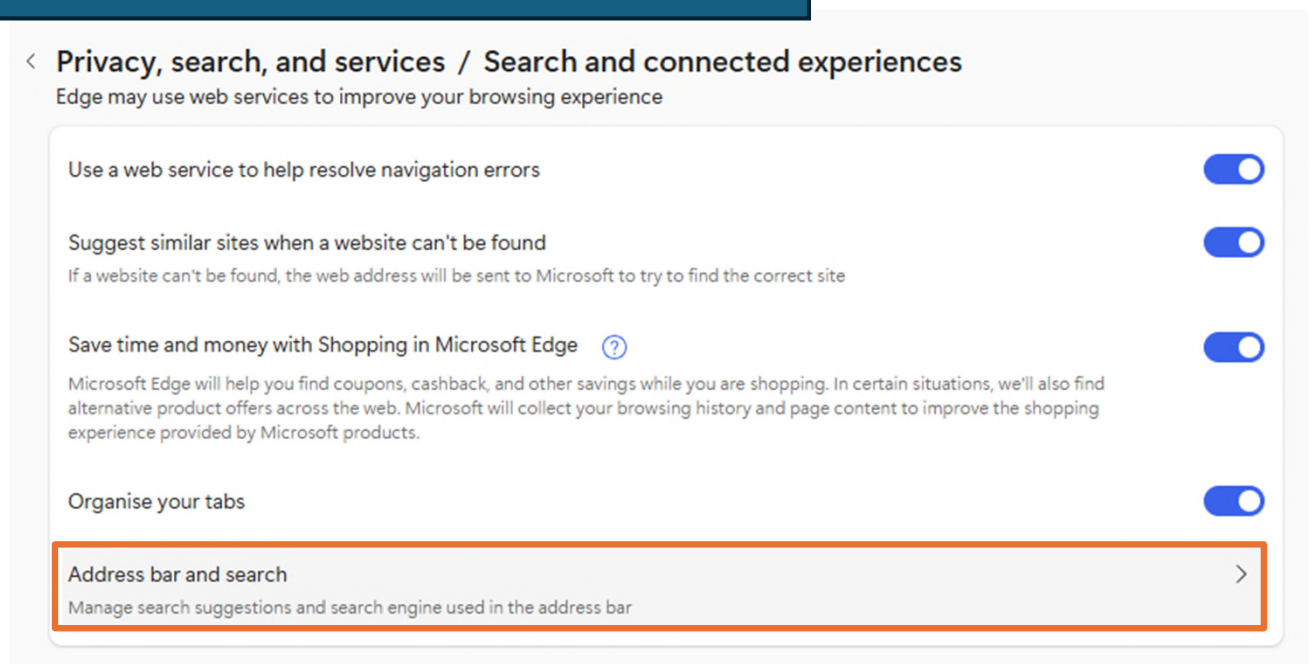
Result:



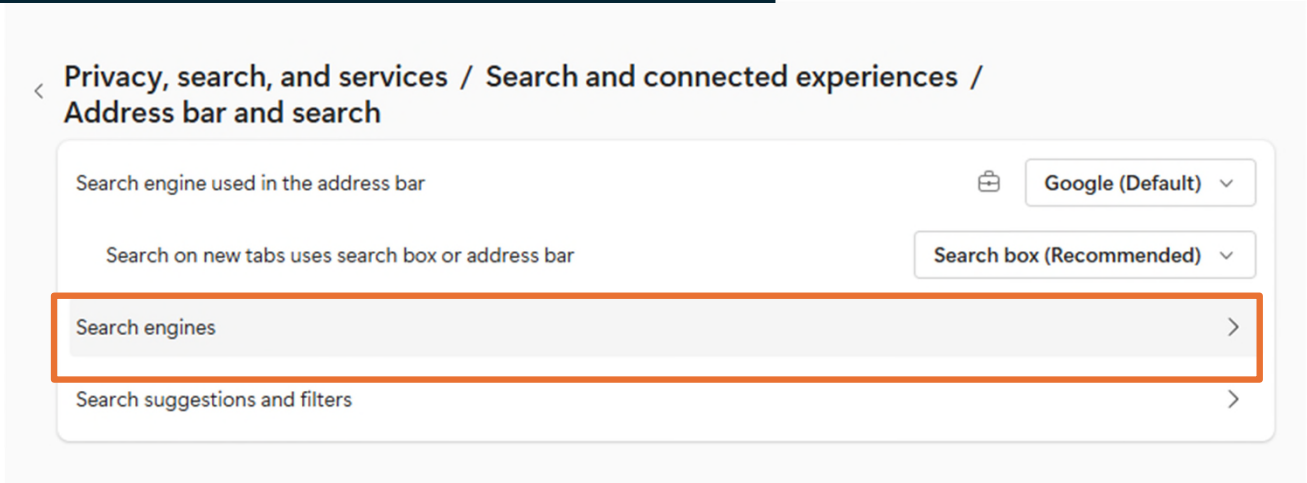
## 1) In your browser settings (Edge)...



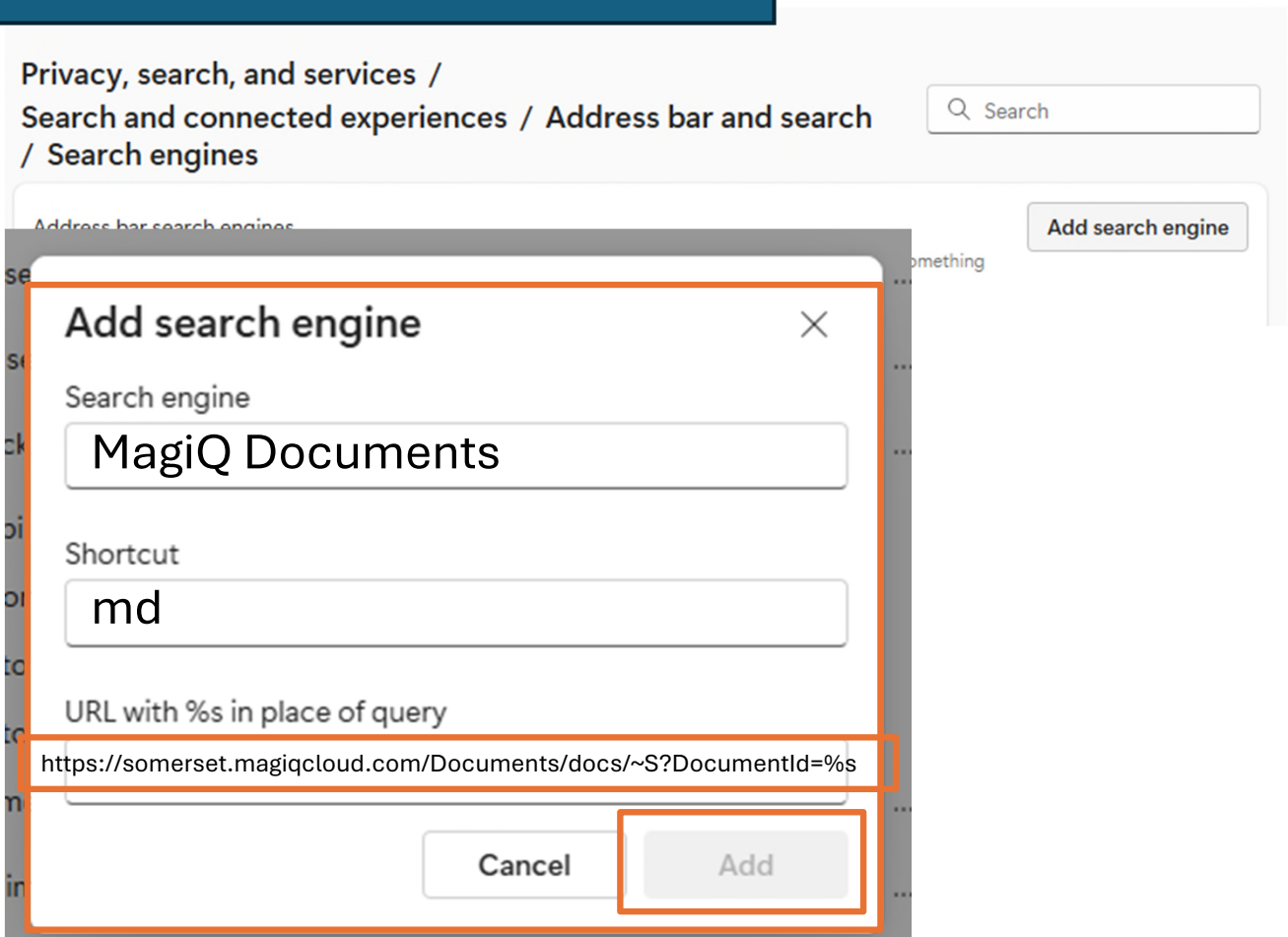
## 2) Navigate to...



### 3) Navigate to...



### 4) Set this up...



This is a one-off setup that may help you to retrieve a MagiQ Documents file direct from your browser.