Mariner Software

I can't find documents I've imported to Paperless. Where are they?

Jim Henson - 2018-12-17 - General Troubleshooting

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All documents imported to Paperless (regardless of how they are imported) are imported directly to Everything in the sidebar.

Paperless maintains a smart collection called the **Inbox**, which shows all documents recently imported to your library. Any newly-imported document should appear in your Inbox, as well as in your Library.

Items can be removed from the inbox either manually or (if specific actions are performed on a document) automatically.

For more information on the Inbox and how Paperless handles documents in the Inbox, see [this knowledge base article](#).