

# 4 ways to improve your searches

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## 1. Boolean

*Works in most search engines and databases*

### **AND**

eg. apples AND oranges

Narrows a search

(You don't need to add AND in Google)

### **OR**

eg. apples OR oranges

Widens a search

(Needs to be in CAPS)

### **NOT**

eg. apples NOT oranges

Narrows a search

(In Google, use a minus sign in front of the word, eg. apples -oranges)

## 2. Quotes

*Works in most search engines and databases*

To search for those exact words in that exact order put them in speech marks.

eg. "fruit salad"

## 3. Search a filetype

*Only in Google, Sweetsearch etc*

To search in Google for a particular type of document, eg. pdf, ppt

Enter your keywords followed by filetype:...

eg. fruit health benefits filetype:pdf

## 4. Search a url

*Only in Google, Sweetsearch etc*

To limit your search to a particular type of website, eg. .edu, .gov, .au.

To use Google to search within a particular website, eg. the ABS.

Enter your keywords followed by site:...

eg. apple farming site:abs.gov.au

growing oranges site:.au