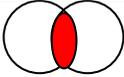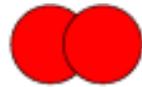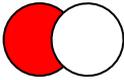Search school 2.
Search strategy – basic operations

Warning: Not all the operations may be applied in all databases or search enginges, and their symols may also be different!

Operations with hit sets:

AND		**Attention:** Here ”AND”, as opposed to its vernacular use, means that all search terms are supposed to be present in the document (record) searched. E.g.: dog AND cat
OR		The meaning of OR: either one or the other (’any’) or all of the terms are present in the document. E.g. dog OR cat (contains the possibility covered by ’dog AND cat’ as well).
NOT		The meaning of NOT: one of the terms appears in the document (record) while the other does not. E.g. dog NOT cat. **Attention:** in this case documents containing both ’dog AND cat’ will also disappear. Relevant hits may be lost.

Proximity operations

” ”	It is possible to search for phrases with ”…” marks or by providing a proper search line. E.g. ”alma mater”. Attention: In this case the member terms of the phrase are not searched by the system.
NEAR, WITH	It is possible to search for terms within a sentence, a field or a part of the homepage. This possiblity may be found in the advanced search interfaces.

Truncation, wild cards

*$%? or other symbol	It is possible to substitute one or more characters within or at the beginning or end of a word. It can be used for searching terms with or without endings, with varying spelling, etc. There are systems with offer this possiblity automatically or using the ”part of” possibility. E.g. vaccin* will retrieve vaccine, vaccination, vaccines, etc.

It is usually possible to limit our search as it might be necessary according to formal requirements, e.g. for languages which we read, for date, for type of document/file, etc.