

Library Ask & Learn

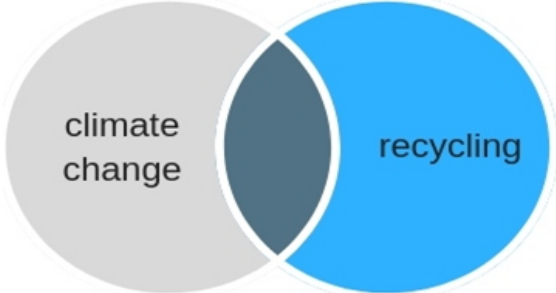
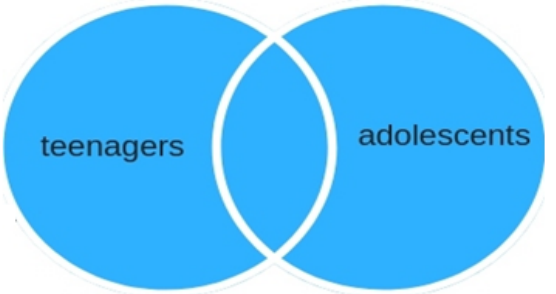

Search Skills Guide

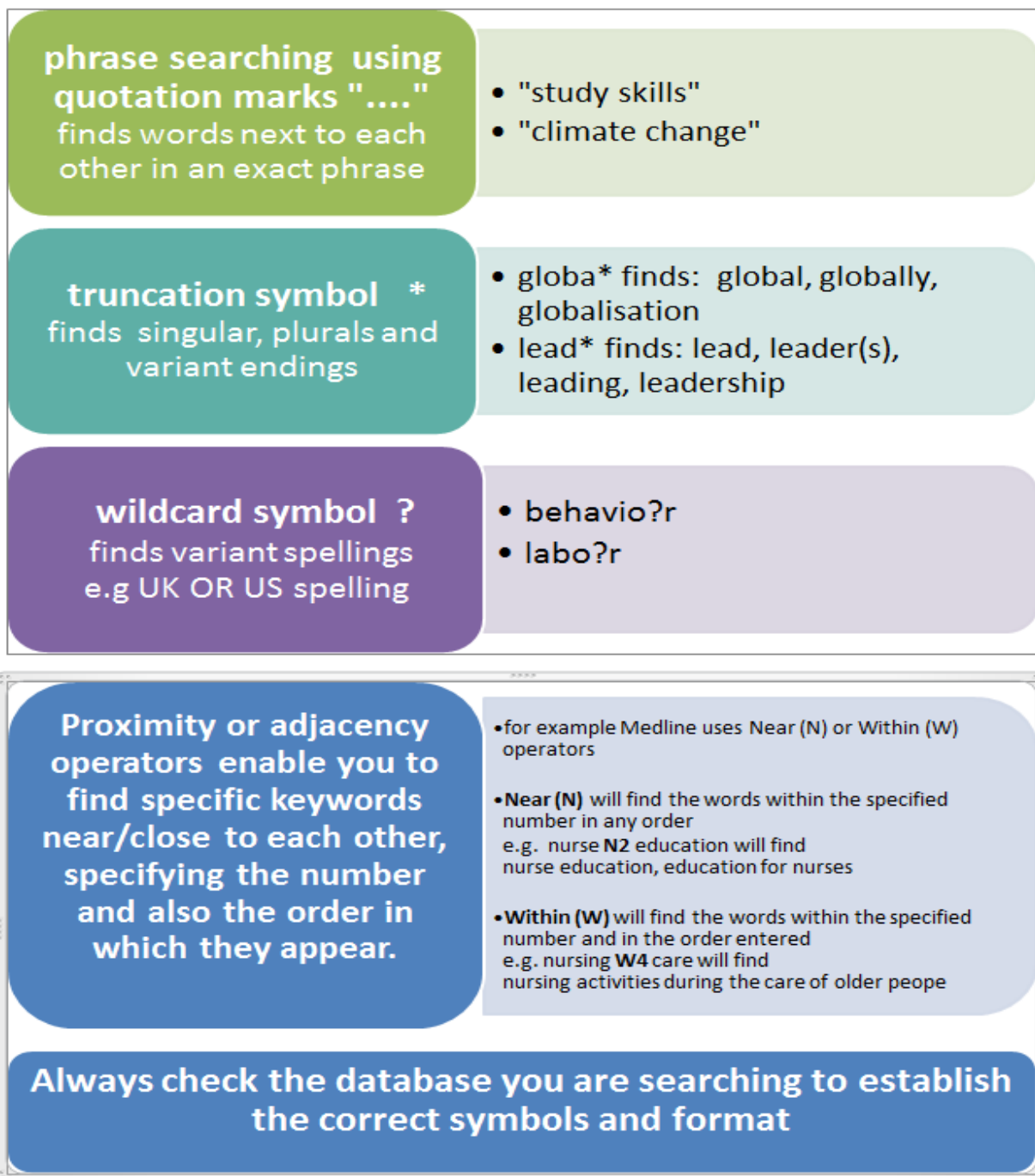
Different search techniques are available to help you search smarter e.g. search operators AND, OR, NOT, phrase searching, truncation and wildcard and proximity operators. Using relevant search techniques will improve how you search and help you to find more targeted and relevant results

Avoid running your whole question or topic at once. Break it down in to key concepts and use search terms or keywords to capture each concept. How you run or combine your keywords or search terms can determine if your results are too many or too few.

The diagrams below demonstrates examples of using search operators AND, OR, NOT (known as Boolean operators), phrase searching, truncation or wildcard and proximity operators.

AND, OR, NOT (Boolean Operators) diagram 1

Boolean Operators	Examples	Retrieves
AND	climate change AND recycling	 Retrieves records containing both terms
OR	teenager OR adolescent	 Retrieves records containing either one OR both terms
NOT	respiratory disease NOT asthma	 Excludes records containing the second term



To see more of these techniques in action:

- watch our short video [Top 10 search tips](#)
- read **Chapter 6** in DE BRUN, C. & PEARCE-SMITH, N., 2013. [Searching skills toolkit finding the evidence](#).2nd ed. (Search for the book by title in [Discover](#))

If our guide hasn't answered your question on search skills or you need more help

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