

Search option one:

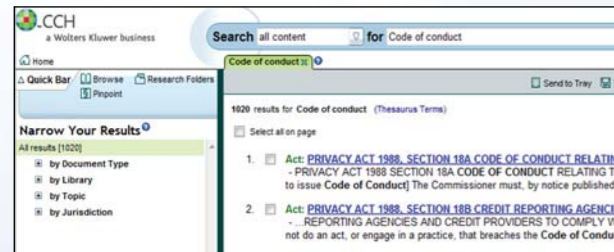
## Using a phrase

What happens when you search using a phrase?

Search all content for Code of conduct

When you search for two or more words...

- You will see EVERY instance those words appear on the same page
- Here, code of conduct finds over 1000 results



Here, code of conduct finds more than 1000 results!

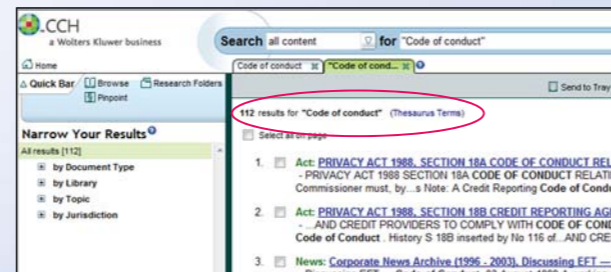
Search option two:

## Using an exact phrase

Improve your search results with an exact phrase search.

Search all content for "Code of conduct"

- Enclose two or more words in quotation marks and hit Go
- IntelliConnect™ will search only for these words in the EXACT order you have specified
- Enclose "code of conduct" in quotation marks



Retrieves just 112 precise results!

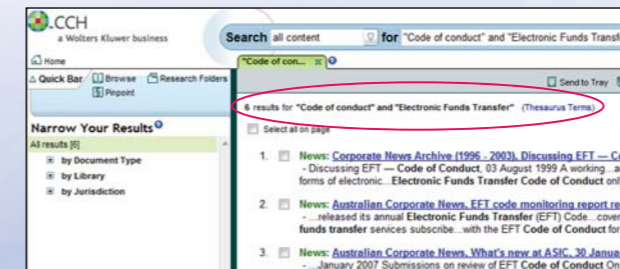
Search option three:

## Two or more exact phrases

Search for two or more exact phrases.

Search all content for "Code of conduct" and "Electronic Funds Transfer"

- Simply separate each "exact phrase" with the word and
- "code of conduct" and "electronic funds transfer"



Narrow your search to just 6 targeted results!

# Get targeted results fast!

- Increase the value of your subscription
- Save time
- Get targeted results fast!



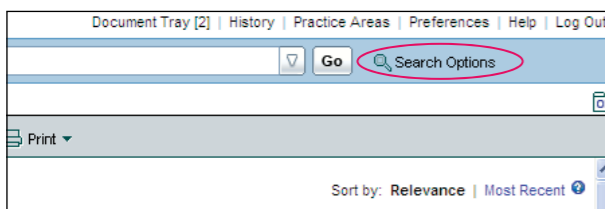
## Want more tips?

Visit:

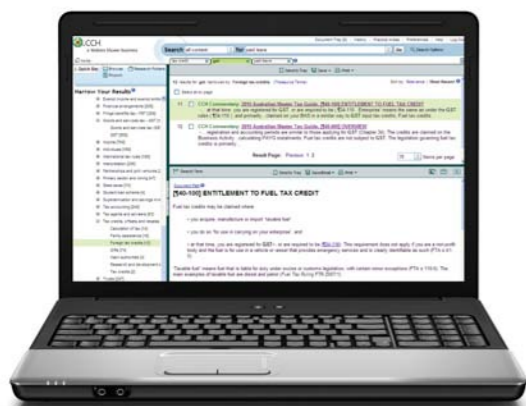
[www.cch.com.au/training](http://www.cch.com.au/training)

Or access your search tips folder within IntelliConnect™

1. Open IntelliConnect™
2. Click on "Search Options"



3. Click on the links under the Help heading to access search tips



## Search Quick Reference

Connector	Example	Result
AND	court AND appeals	Returns documents containing both court and appeals.
OR	misleading OR deceptive	Returns documents containing misleading or deceptive. Your results will also contain documents that contain both misleading and deceptive.
NOT	misleading NOT deceptive	Returns documents containing misleading but not deceptive.
w/n	home w/5 office	Returns documents that contain home within 5 words of office. <b>Note:</b> value of n cannot exceed 127 words.
w/sen	"home office" w/sen expenses	Returns documents that contain home office within 20 words of expenses. <b>Note:</b> use quotation marks when searching for an exact phrase in combination with other search terms.
w/par	"home office" w/par expenses	Returns documents that contain home office within 80 words of expenses. <b>Note:</b> use quotation marks when searching for an exact phrase in combination with other search terms.
f/n	credit f/3 foreign	Returns documents that contain credit followed by foreign by no more than 3 words.
p/n	foreign p/3 credit	Returns documents that contain credit preceded by foreign by no more than 3 words.
*	depreciat*	Returns documents containing depreciate, depreciating, depreciation etc.
?	??clude	Returns documents containing exclude, include, occlude etc.



IntelliConnect™  
search tips