

Student Name: \_\_\_\_\_

# Boolean Information

Boolean Operators are used to yield better search results when querying a database by allowing the user to combine words and/or phrases to either limit or expand search results. Although operators typically do the same function across databases, there may be some changes in how to combine these to obtain the best results. Commonly used Boolean Operators include AND, OR, NOT, NEAR, BEFORE, AFTER, (&), (-), and (+).

*Use **AND** to retrieve documents that include all of the search terms. And connects two or more words, narrowing search results. Items must contain both words or combination of words to be retrieved. The example below will only return documents that contain both the words **cold** and the word **mountain**:*

cold AND mountain

*Use **OR** to retrieve documents that include any of the search words (rather than most). Or also narrows the search because it allows only documents that contain one word or the other to be retrieved, the two words cannot appear together.*

mountain OR peak

*Use **NOT** to indicate a word that must not appear in any returned documents. This word is often substituted with the word instead. The **NOT** operator is acceptable when used as the first item in your query; when used to join two terms, you must use **AND NOT**.*

NOT lake  
*skiing* AND NOT water

**NEAR** — *the terms on the left side of this operator must be within a predetermined number of words from the term on the right side of the operator*

**BEFORE** — *the term preceding this operator must appear before and within a predetermined number of words from the term following the operator*

**AFTER** — *the term preceding this operator must appear after and within a predetermined number of words from the term following the operator*

**Quotation marks** are used for phrase searching. Items must appear in order inside the quotation marks such as “Encyclopedia Britannica” or “Beach Boys.”

&, +, and – simply replace the typed words and, or, and not

**Phrase Searching:** Phrase searching is handy for locating information containing words in an exact or precise order.

*“Cold Mountain”*

*+Frazier +”Cold Mountain”*

**Wildcards and Stemming:** Stemming is shortening a word to the root form and then placing an \* at the end. This allows you to search for words with multiple endings without typing every single form of the word.

*mount\**

Wildcards allow you to replace a letter with an \* inside the word. This is helpful if you are unsure of the spelling.

*G\*llegos*

Using the rules above, write out a few search combinations for the items below:

1. cold feet (what one sometimes gets before a wedding) \_\_\_\_\_
2. high plains (the homebuilder) \_\_\_\_\_
3. pueblo (the definition for the Spanish term) \_\_\_\_\_
4. theaters in Denver besides Tinseltown \_\_\_\_\_
5. Irvin or Ervin? \_\_\_\_\_
6. Pueblo Qwest offices \_\_\_\_\_
7. mustang pictures (not horses) –want black \_\_\_\_\_
8. curriculum information for junior/senior high math \_\_\_\_\_

Select a search engine of choice and write down the name here:

\_\_\_\_\_

Look at the help or advanced search menu to decide how to perform advanced search operations. Write a summary of the rules below.

Cite used: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_