Full Text Finder - Basic Searching

The Full Text Finder Basic Search Screen lets you create a search with limiters, expanders, and Boolean operators.

To create a Basic Search:

1. Enter your search terms in the **Find** field on the Basic Search screen.
2. If desired, select to restrict your results to a **Title** search or an **Author** search using the drop-down menu to the left of the **Find** field.
   
   **Note:** Selecting **Title** will employ the **Boolean/Phrase** search mode while selecting **Author** will employ the **Find all my search terms** search mode.
3. Click the **Search Options** link, if you would like to use any of the optional Disciplines, Limiters or Expanders. To close the **Search Options**, click the link again.
4. Select a specific **search mode**, such as "Find all of my search terms," or "**SmartText** Searching."
5. Apply **Limiters** such as Full Text or Publication type; or use search options that expand your search, such as "Apply related words."
6. Click the **Search** button. The Result List displays.
The search field is displayed above the Result List. Your search terms, limiters and expanders are retained. To revise your search, you can apply the limiters under Limit To on the left or click the Show More link to view all available limiters.