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.