



GOOGLE SEARCH TIPS & TRICKS:

ADVANCED SEARCH - The best way to begin to improve your searching with Google is by clicking the Advanced Search link

- This lets you search for exact phrases, "all these words", or one of the specified keywords by entering search terms into the appropriate box
- You can also define how many results you want on the page, what language and what file type you're looking for, all with menus
- Advanced Search lets you type in a Top Level Domain (like **.co.au**) in the "Search within site of domain" box to restrict results
- And you can click the "Date, usage rights, numeric range and more" link to access more advanced features
- Save time – most of these advanced features are also available in Google's front page search box

BOOLEAN CONSTRUCT – By default, google search invisibly combines search terms with "AND". When you enter weather casino – it looks for weather AND casino

- To make Google search for snake or serpent, just type **snake OR serpent**
- Instead of OR you can type the | symbol, like this: **snake | serpent**
- Boolean connectors like AND and OR are case sensitive. They must be upper case
- Search for a specific term, then one keyword OR another by grouping them with parentheses e.g. **reptile "snake OR serpent"**

TIPS & TRICK TO REFINE YOUR SEARCH RESULTS – Here are some of many techniques that can be used to help refine your search and bring back more specific results

DEFINE	Using the define: function before a term will refer you to online dictionaries e.g. define: ecology
FIND SYNONYMS	Typing the word 'synonyms' before a term will refer you to online thesauruses e.g. synonyms ecology
INCLUDE SYNONYMS	Include synonyms in your search results – Use the tilde symbol (~) in front of search terms to bring back results containing your key words and synonyms e.g. ~fun holiday ideas
EXACT PHRASE	Search for an exact phrase - use quotation marks around phrases e.g. "holiday destinations australia"
BOOLEAN	Include results with either search term – Include OR in capital letters

LANGUAGE	between keywords e.g. tourism OR travel
EXCLUDING WORDS	Exclude a word from your search - use the minus symbol (-) in front of a search term e.g. nachos recipe -guacamole
IN TITLE	Finds results with your search term in the document title using the intitle: function e.g. intitle:nachos recipe
ALL IN TITLE	Return pages with all words specified in the webpage title using the allintitle: function e.g. allintitle:holiday destinations australia
IN URL	Restrict search results to a specific URL using the inurl: function e.g. nachos recipe inurl:www.homecooking.com.au
IN TEXT	Search for keywords in the main body of text using the intext: function e.g. intext:nachos recipe
ALL IN TEXT	Return pages with all words specified in the main body of text using the allintext: function e.g. allintext: nachos recipe guacamole
IN BLOG	Similarly, Google Blogsearch (blogsearch.google.com) has its own syntax. You can search for a blog title, for example, using inblogtitle:<keyword>
SITE DOMAIN	The site: function is used to return results from a specific domain e.g. Australian wildlife site:.gov (See domain chart below)
SITE & PARENTHESIS	Search for an exact phrase within a specific domain using the site: function and parenthesis combined e.g. Site:.org "foreign aid"
SITE URL	Search within a specific web address (URL), using the site: function, URL and keywords combined e.g. site:www.chslibrarymediacentre.com "reference desk"
FIND RELATED SITES	Using the related: function, search for sites similar or related to another site you have found useful e.g. related:www.slavevoyages.org
FILETYPE	Return specific filetypes using the filetype: function e.g. atlantic slave trade filetype:pdf
LOCATION	Using the location: function enables you to return news from a chosen country e.g. location:uk
MINUS OPERATOR	Exclude specific key words with the minus operator. new fridge -ebay excludes all results from eBay
ASTERIX	You can also ask Google to fill in a blank. Try: Christopher Columbus discovered *
CACHED PAGES	Google stores the content of old sites. You can search this cache direct with the syntax keyword cache:site_url
CACHED PAGES	Alternatively, enter cache:site_url into Google's search box to be taken direct to the stored site
SEARCH WITHIN RESULTS	Did you know you can search within your returned results? Scroll down to the bottom of the search results page to find the link.
SEARCH LOCALLY	Search locally by appending your postcode to the end of query. For example Indian food BA1 2BW finds restaurants in Bath, with addresses and phone numbers!
MAPS	Looking for a map? Add map to the end of your query, like this: Leeds map

IMAGE TYPE	Google Image Search recognises faces... add &imgtype=face to the end of the returned URL in the location bar, and then hit enter to filter out pictures that aren't people.
SPELL CHECKER	You may have noticed Google suggests alternate spellings for search terms – that's the built in spell checker! You can invoke the spell checker directly by using spell: followed by your keyword
TRANSLATE	If your search has none-English results, click "Translate this Page" to see it in English
FOREIGN SITES	You can search foreign sites specifically by clicking "Language Tools", then choosing which countries sites to translate your query to.
SEARCHING WITHIN WEBPAGE	Performing the keyboard function 'Control F' will produce a search box in the top-left corner of a webpage. Type keywords into the search bar to highlight where they occur within the page

<i>Site</i>	<i>Australia</i>	<i>New Zealand</i>	<i>United Kingdom</i>	<i>America</i>
Commercial	com.au	co.nz	co.uk	com
Non-for-profit	org.au	org.nz	org.uk	org
Educational/academic	edu.au	ac.nz	ac.uk	edu
Government	gov.au	govt.nz	gov.uk	gov

For all international top-level domains, visit: http://en.wikipedia.org/wiki/List_of_Internet_top-level_domains



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