HerdSearch Tips

It is important to keep in mind that HerdSearch will search for every word you enter the search bar. However, it will not necessarily search for them in the same order you type them! Here is how to get HerdSearch to search for a phrase and other neat tricks.

**How to search for a phrase**
Use quotes to search for a specific phrase (or sequence of words)

*Example: “global warming”*

**How to search for multiple endings to a word**
Use an asterisk to search for multiple word endings – either to expand your search or when you are unsure which form of a word would be best (for example, politics or political)

*Example: text* searches for text, texting, texts and texted

**How to exclude a term**
Use the word NOT in capital letters when you know there is a term you do not want to get in your search results.

*Example: jaguar NOT car*

**How to search for at least one search term**
Use OR in capital letters if you want to broaden your search by searching for two different but similar terms (for example, when the words teenager and adolescent both work for your topic).

*Example: university OR college*

**How to group keywords**
Use parentheses () to group keywords. This builds on the last trick allowing you to search for at least one term and another keyword at the same time.

*Example: (university OR college) students*

**Putting it all together**
These tricks can be used together too!

*Example: (universit* OR college*) “united states”*