

## Advanced Searching Tips & Techniques

The following applies to Google searching.

Note: Better to use less words and use descriptive words

1. **Phrase Search** – put double quotes around a set of words to get those exact words in that order.
2. **Search within a specific website (site:)** – [ “Mississippi River” site:nola.com ] without the brackets will return pages about the Mississippi River from the nola.com website;  
[ “Mississippi River” site: .gov ] will return only from a .gov domain
3. **Terms you want to exclude (-)** – put a minus sign immediately before a word to exclude it from a search; you can also use it to exclude a specific site. Ex [ Mississippi -River ] will find Mississippi but not the river.
4. **Fill in the blanks (\*)** – works like a Wildcard, the asterisk is treated like a placeholder that can contain any words/terms. Ex. [ Jindal voted \* on the \* bill ]
5. **Search exactly as is (+)** – works the same as using double quotes around a word, searches for the exact match.
6. **The OR operator** – use when you want to allow either one of several words. Type OR all in caps or use the | symbol.
7. **Exceptions** – commonly used words are usually ignored, such as ‘a’, ‘for’, ‘the’; commonly used punctuation @#\$\$%^&\*()=+ is ignored also unless specified above.
8. **Who owns a domain?**
  - a. [www.easywhois.com](http://www.easywhois.com)
  - b. Enter domain name Ex. [www.stpsb.org](http://www.stpsb.org)
  - c. Click the Next button
  - d. Scroll to see owner’s information
9. **See the history of ANY web site**
  - a. <http://www.archive.org>
  - b. Type in the URL
  - c. Click the “Take Me Back” button
  - d. Shows any web domain from 1996-Present
10. **See the number of sites referencing a particular URL**
  - a. [www.altavista.com](http://www.altavista.com)
  - b. Type link:www.stpsb.org (or any web site) in the Web search line
11. **Cheat Sheet:**
  - a. Convert any measurement: [measurement] to [measurement]; ex. 5000 grams to lbs
  - b. Convert currencies: [currency] to [currency]; ex. \$10 to euros
  - c. Calculate anything: 15\*8+4= (use \* for multiplication, / for division)
  - d. Get definitions: define: [word-you-want]; ex. Define: altruistic
  - e. Get the time anywhere: time [place]; ex. Time St. Martin
  - f. Get sunrise or sunset: ex. Sunrise Tahiti or Sunset San Francisco
  - g. Locate earthquake activity (find the time, place, and magnitude of the most recent): earthquake

“The skills needed to read print are  
not the same set of skills needed to  
read on the Internet.”  
Alan November