SEARCH – QUICK REFERENCE GUIDE

On the Research tab, follow the tips below to enhance your search terms and gain more control over the results you see.

Search for an exact phrase

Using quotation marks around a group of words causes the search engine to search for those words as a phrase.

“business intelligence and analytics platforms”

Search for results containing required words or phrases

Type **AND** (capitalized) between individual words to require that both terms be in each item returned. If one term is contained in the document and the other is not, the document is not included in the results list. Using the **AND** operator narrows the search.

**guide** **AND** **revenue**

To search for more than one phrase, use quotation marks around the phrases and type **AND** between them.

“market guide” **AND** “revenue cycle”

Search for results excluding unwanted terms

Placing a dash before a word or phrase will exclude all results that contain that word or phrase. This is especially useful to restrict results when searching for acronyms that have multiple possible meanings. For example, **MDM** can mean either **master data management** or **mobile device management**. If you were interested in **MDM** as it relates to **master data management**, excluding **mobile device management** would help improve your results.

**mdm** **-“mobile device management”**

Type **NOT** (capitalized) between individual words to exclude an unwanted word in the last position. Using the **NOT** operator narrows the search.

**soa** **NOT** **data**

To exclude phrases, use quotation marks around the phrases and type **NOT** between them.

“IT governance” **NOT** “application governance”

Search for any of several words

Type **OR** (capitalized) between individual words to search for any but not necessarily all of those words.

**cloud** **OR** **saas**

To search for any of several phrases, use quotation marks around the phrases and type **OR** between them.

“magic quadrant” **OR** “vendor rating”