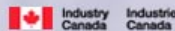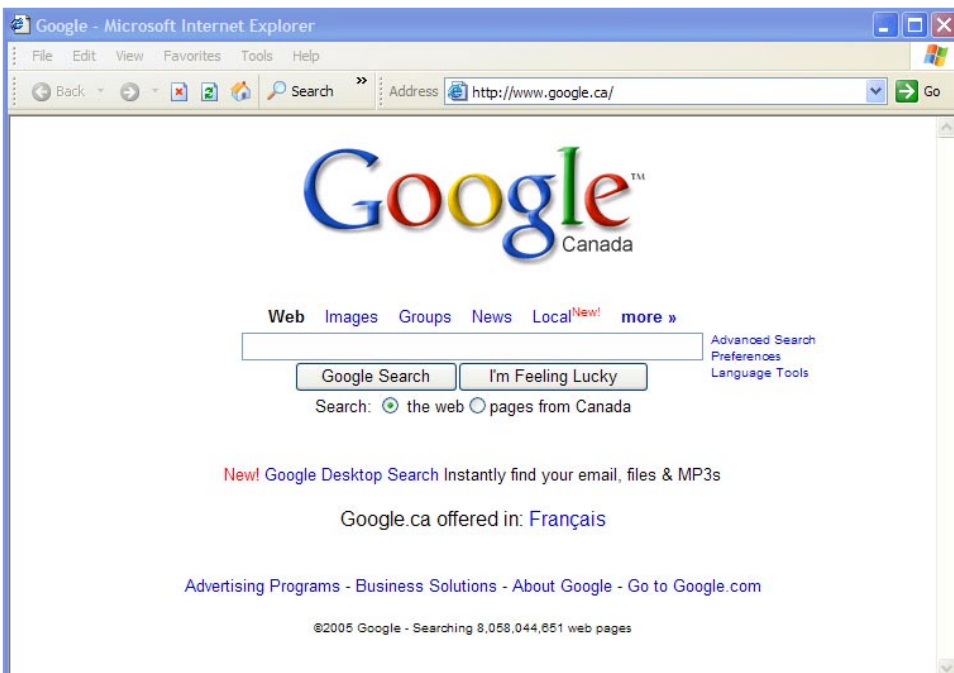# Huron CAP
Community Access Program

How to search the
World Wide Web using
Google's Advanced Search

Created by the Huron County Library,
for the Huron Community Access Program,
funded by Industry Canada

connecting canadians
COMMUNITY
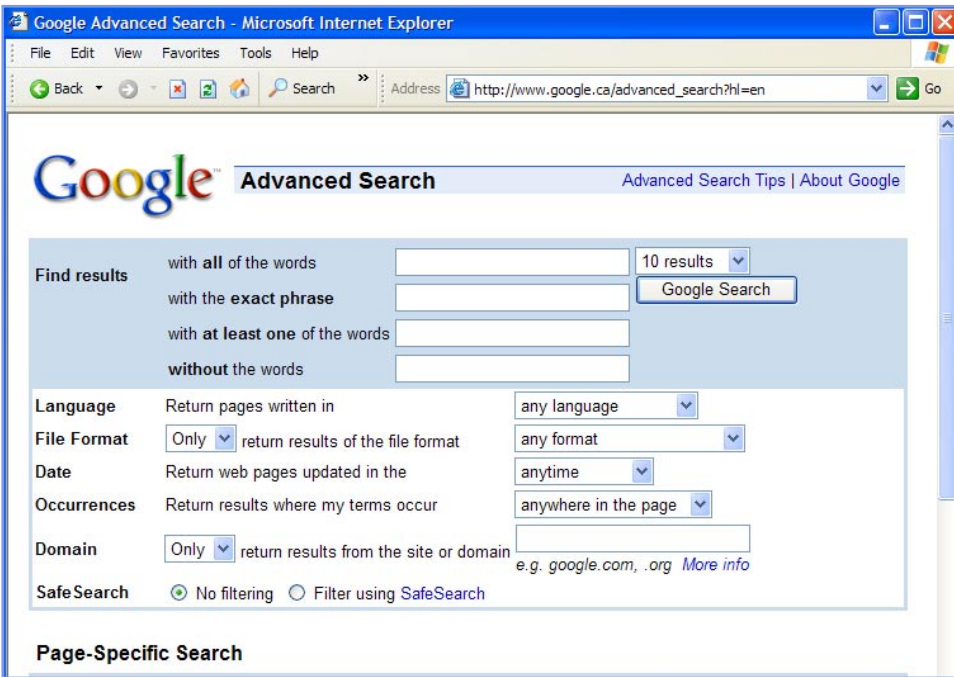ACCESS PROGRAM

Industry Industrie
Canada   Canada

This manual is available as an interactive tutorial at www.huroncounty.ca/library/cap
Created by Marian Doucette, Information Services Coordinator and Peter Marval, CAP Coordinator
© 2005 Huron County Library

We begin this tutorial at Google's homepage, found by typing **www.google.ca** in the address field of your Internet browser.

In the centre of the screen, under the Google logo you will find Google's search box, and to the right of it you will see the **Advanced Search** link.

Click the **Advanced Search** link to access Google's Advanced Search page.
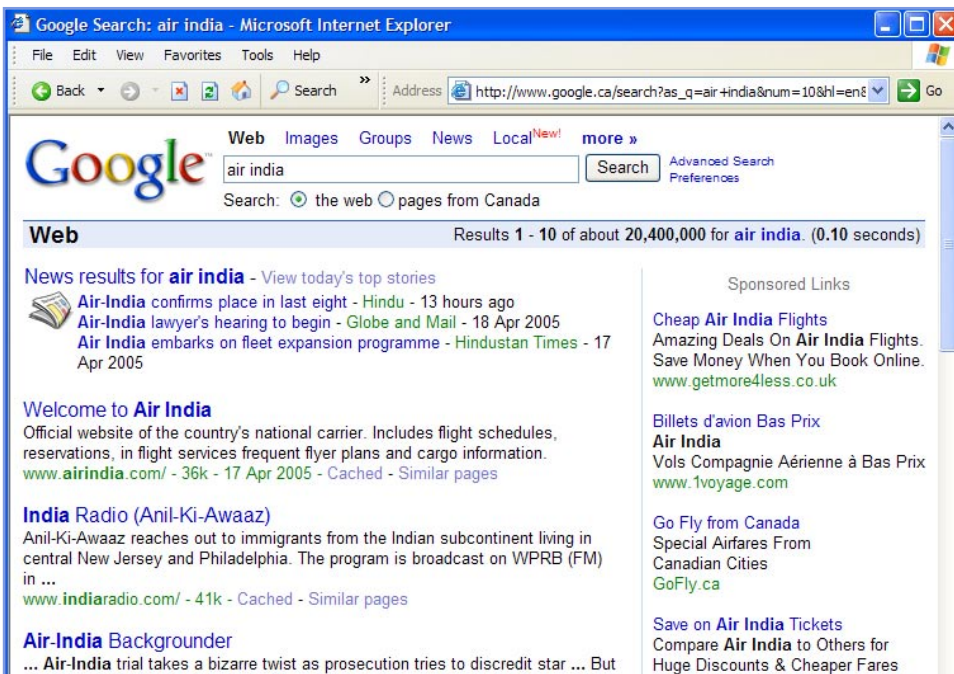
The Google **Advanced Search** page displays.

This easy to use form offers many options for making your search more precise and gets you better results.

To begin searching, type the keywords **air india** into the first of the three **Find Results** textboxes and press **Enter**, or click the **Google Search** button.

Note: Google searches are **NOT** case sensitive. All letters, regardless of how you type them, will be understood as lowercase.
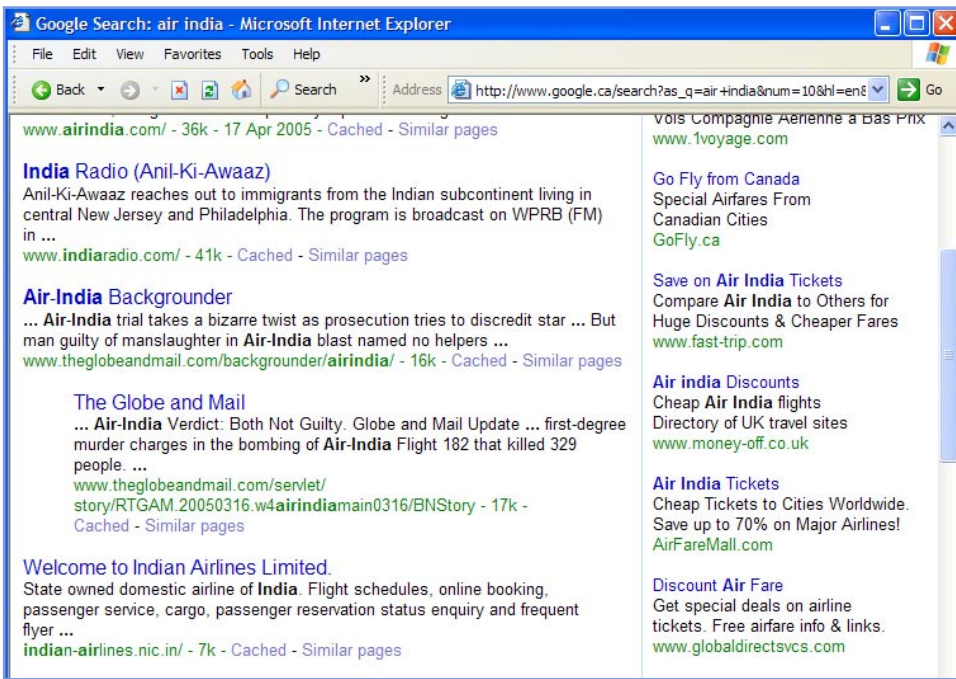

Google displays the results for all of the words **air india**.

News results or other specialized items are always listed first in the results. Below that are the best results for your **air india** search.
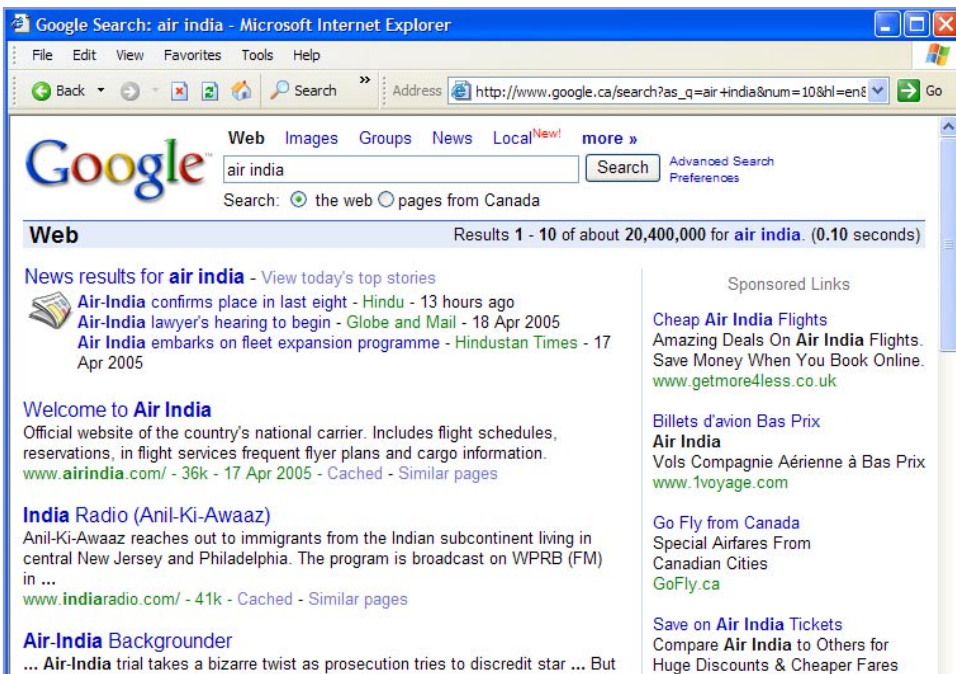
Sponsored sites, or paid listings, are found on the right of your results screen.

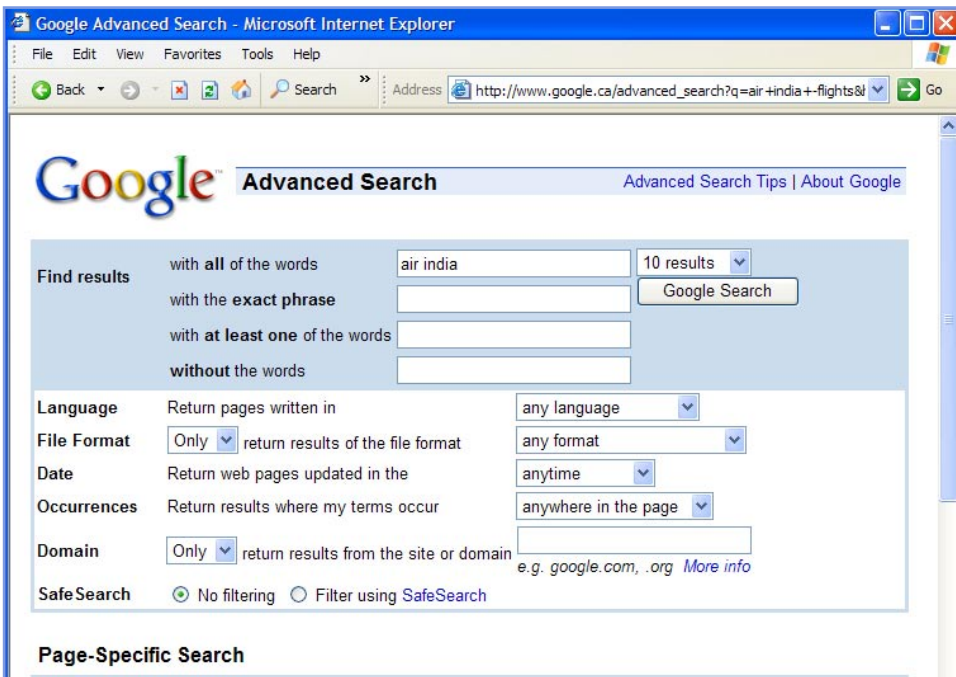**Click** on the scroll bar to scroll down the page.

When multiple pages from the same web site are found, such as the results from *The Globe and Mail,* the most relevant page is listed first with the next page from the same site indented below.
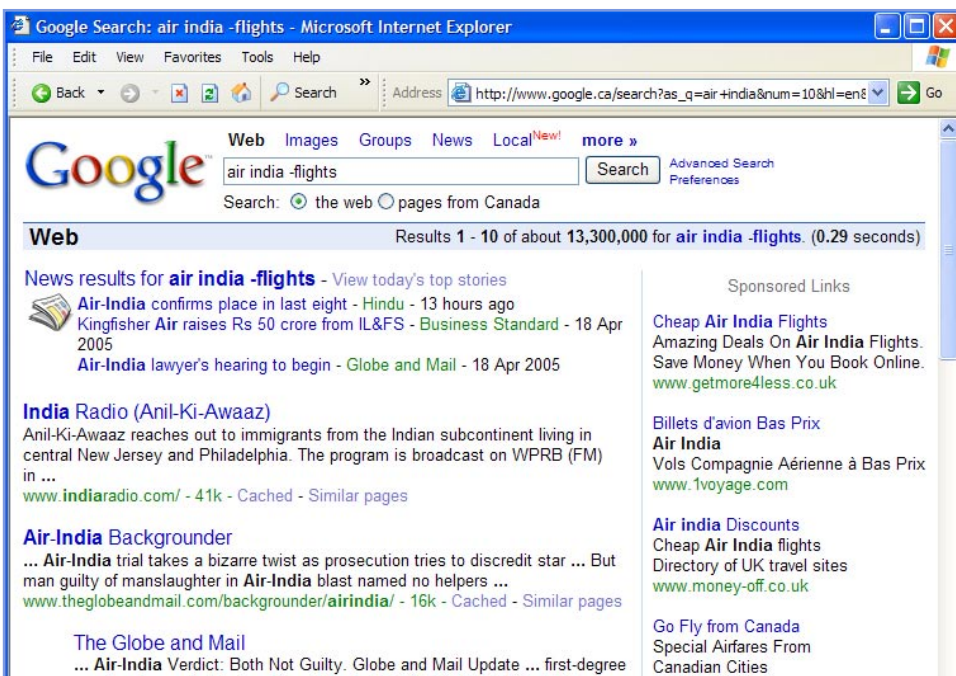
Click on the scroll bar to scroll up the page.

To change your search criteria, **click** on the **Advanced Search** link at the top of the page to return to Google's Advanced Search.

To narrow your results, type the keyword **flights** into the *without the words* textbox and press **Enter** or click the **Google Search** button.
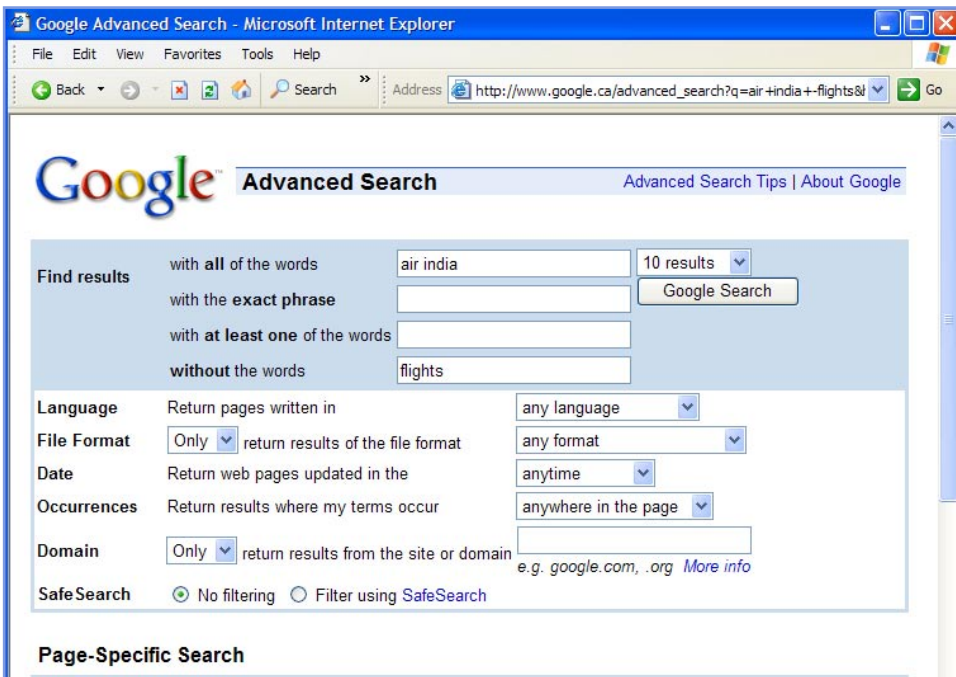

The excluded keyword has changed your search results. Only results that contain the keywords **air** AND **india** but NOT the keyword **flights** are listed.

Look at the Google Search Box. Notice that Google has entered your search as **air india -flights**.

Using the **+** and **-** signs in front of keywords is called Boolean searching, or **Search Engine Math**. Boolean searches are when you connect keywords using either these signs or words: **AND (+)**, **NOT (-)**, and **OR**.

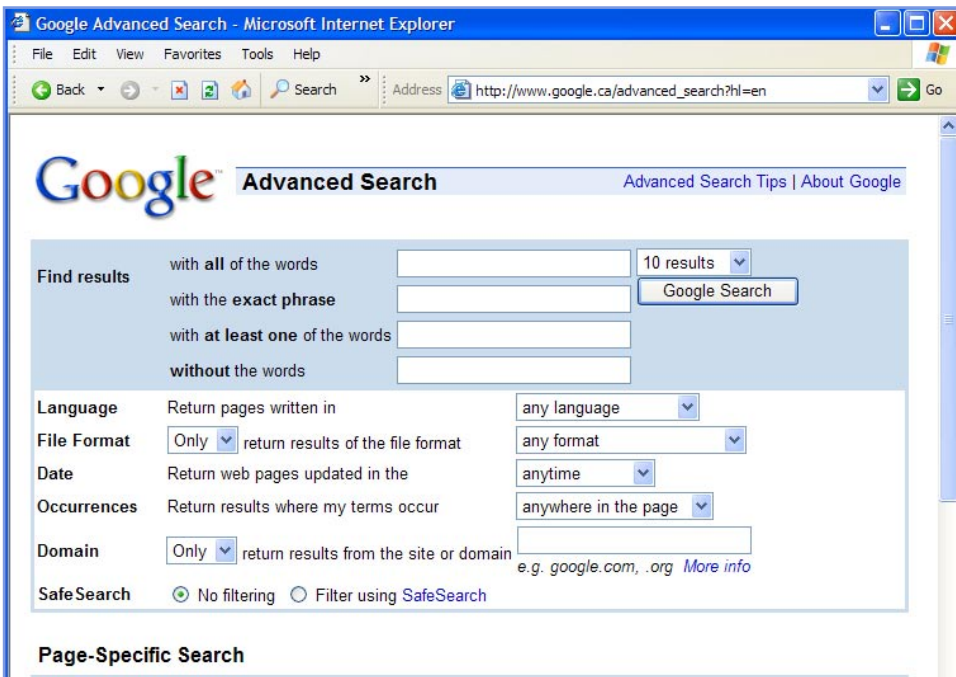**Click** the **Advanced Search** link to continue.

To get results that still have the keywords **air india** and specifically deal with the verdict of the Air India trial, you will need to include a word.

Type in the keyword **verdict** in the *with **at least one*** of the words textbox and press **Enter** or click the **Google Search** button.

Google displays results that contain all of the words **air india verdict** and **not** the word **flights**.
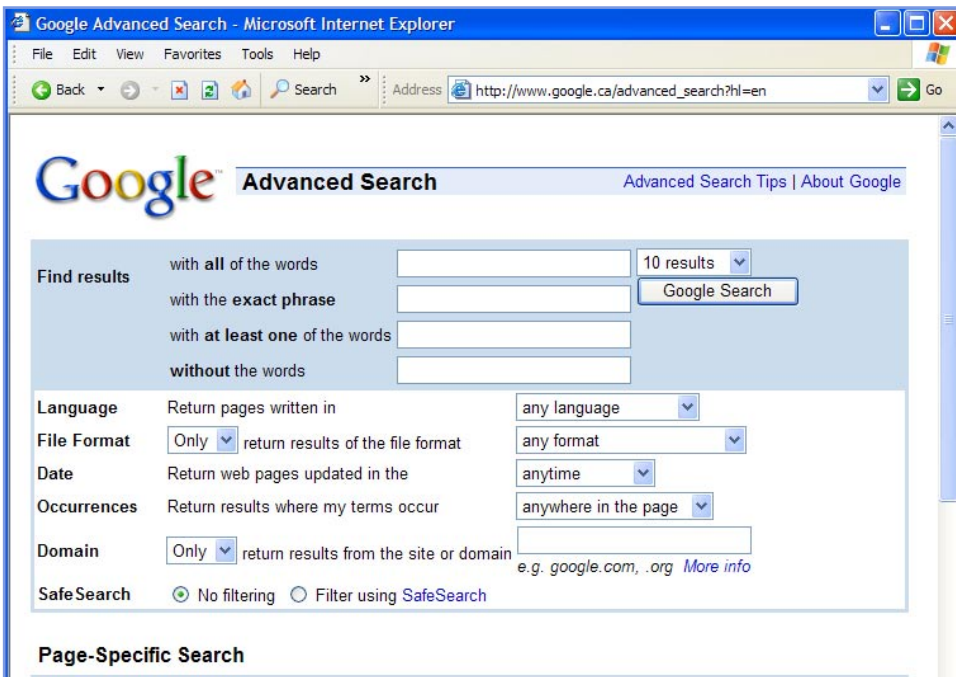
Click the **Advanced Search** link to continue.

Next, you will do an example of **searching by phrase**.

Type **the war of the worlds** in the *with all of the words* textbox and press **Enter** or click the **Google Search** button.

The search results displayed are for the keywords **the war of the worlds**. But, Google drops common words from the results, meaning only the keywords **war** and **worlds** were searched.

To refine your results, **click** on the **Advanced Search** link at the top of the page.
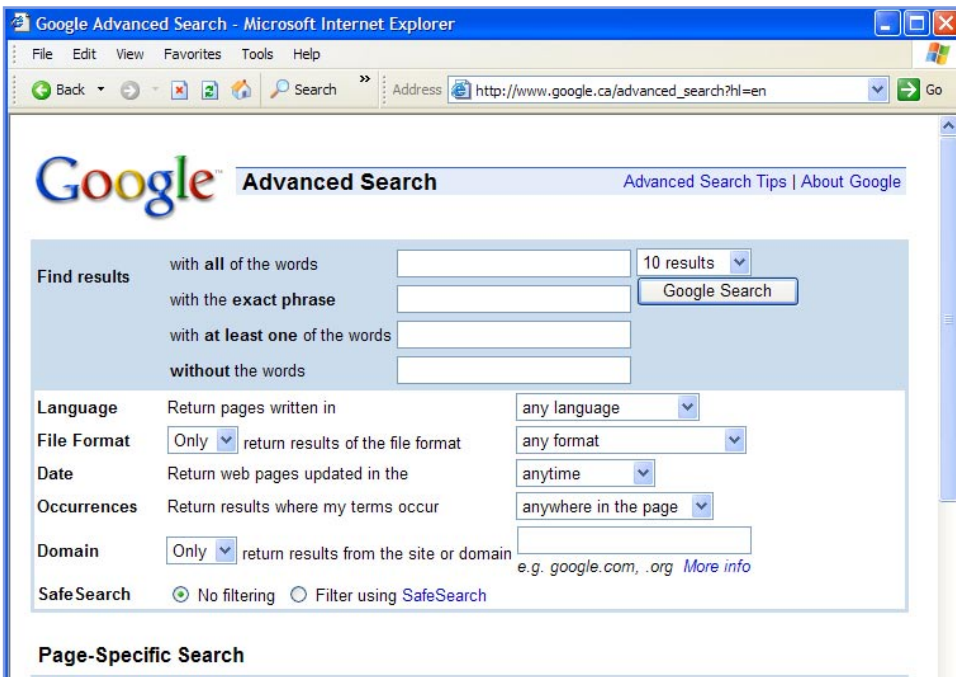
This time type **the war of the worlds** in the *with the exact phrase* textbox and press **Enter** or click the **Google Search** button.

By placing the keywords into the *with the **exact phrase*** textbox, Google searches them as a phrase.

As you can see, the results now only contain the exact sequence of keywords, and include information from Google's specialized sources such as news.

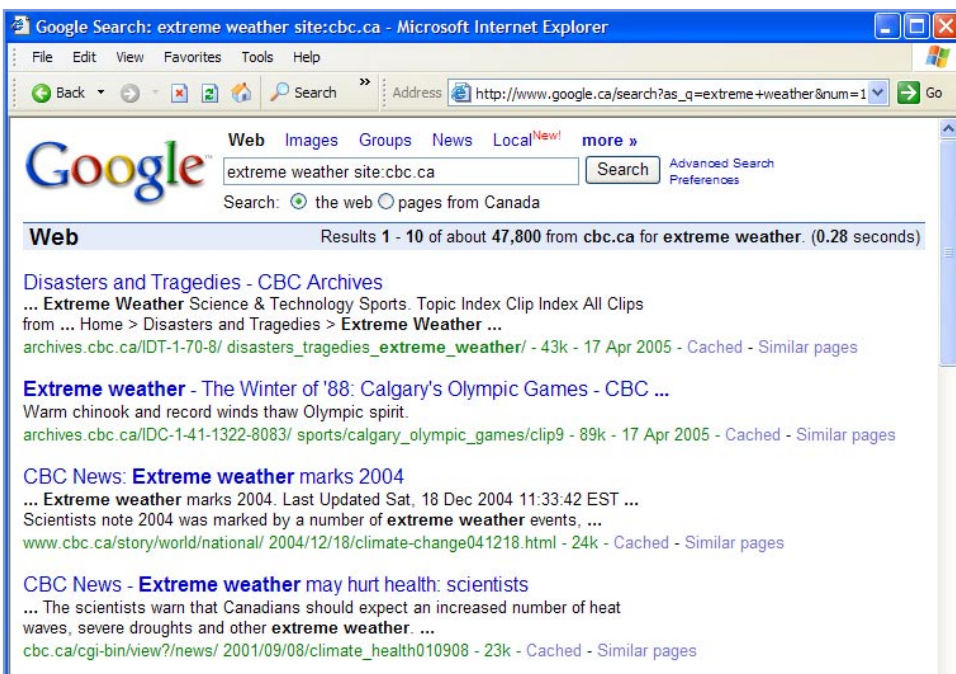**Click** the **Advanced Search** link to continue.

Google offers special syntaxes, or rules for searching to help you get the exact information you want.

For instance, you can use Google to look for information found within one specific website using a **Domain Search**.

Type the keywords **extreme weather** into the first of the three **Find Results** text-boxes.

In the **Domain** textbox type **cbc.ca**, to find information from the CBC website, and press **Enter** or click the **Google Search** button.
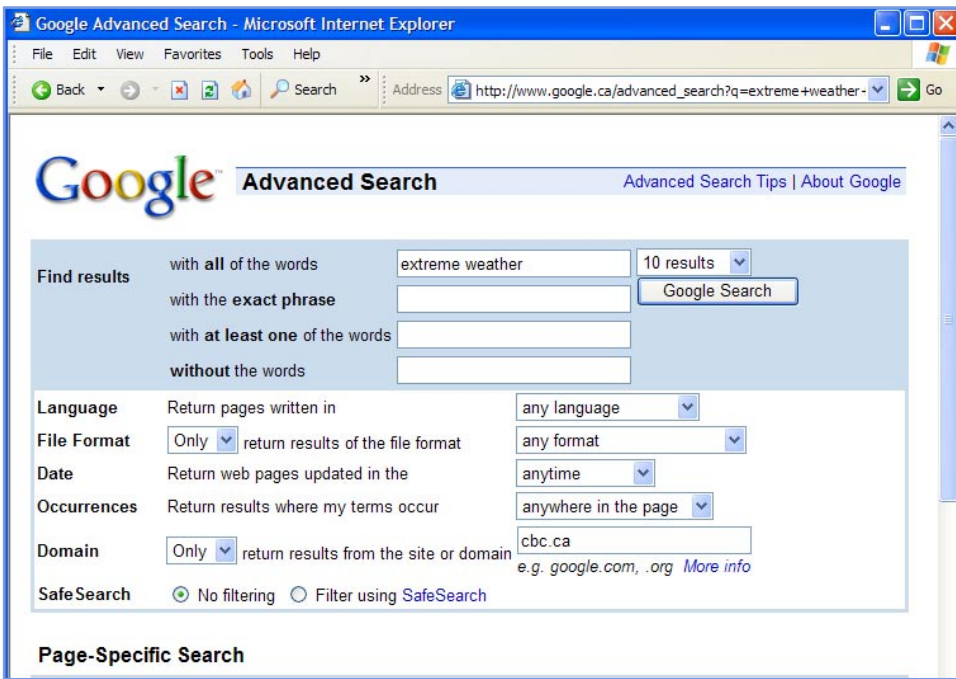

Look at the Google Search Box. Notice that Google has entered your search as **extreme weather site:cbc.ca**.

As you can see, all of the results are from the domain **cbc.ca** and include those pages having the keywords **extreme** and **weather** in them.

Next, you will explore some of Google's special syntaxes which let you refine your search even further; adding criteria such as **Language, Date** and **Occurrences** to your search.

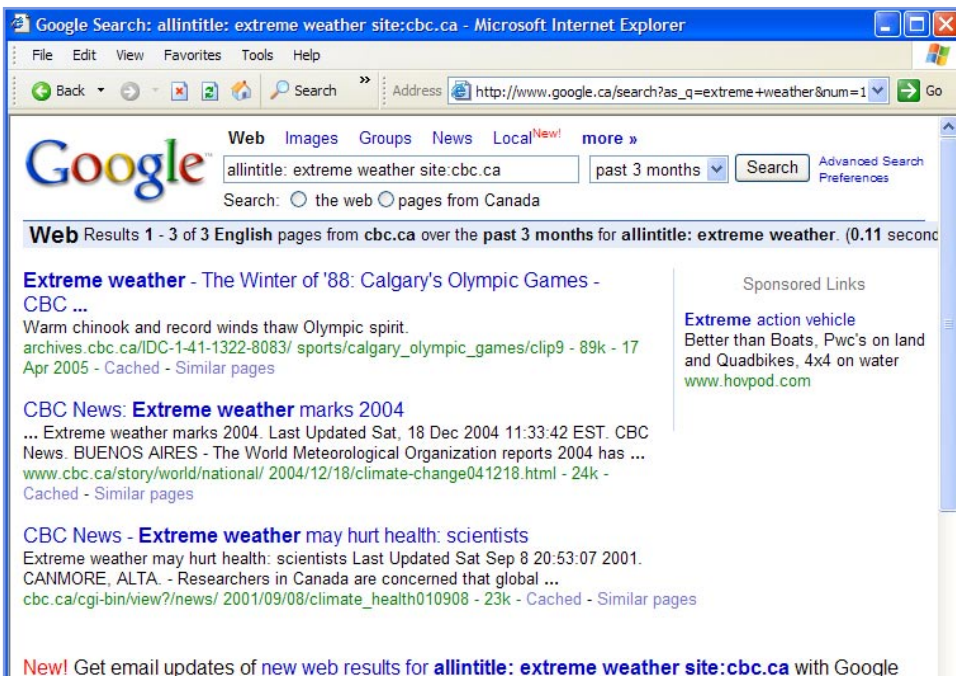**Click** the **Advanced Search** link to continue.

Click the **Language** drop-down menu tab and select **English** from the list. **Click** the **Date** dropdown menu tab to continue. Select **past 3 months** from the list.

Searching for specific words in the title of a web page can often be a good way to narrow your results.

Click the **Occurrences** drop-down menu tab to continue.

Select **in the title of the page** from the list. Click the **Google Search** button to submit all the new criteria for this search.

Google displays results for web pages with the key words **extreme weather** in the **title** that have appeared on the **CBC web site** in the **past 3 months**.

This search demonstrates how specific you can get with Google's Advanced Search.

Congratulations, you have completed **How to search the World Wide Web using Google's Advanced Search**, an online tutorial created by The Huron County Library.