

Google™ Search Tools and Tips

| SEARCH OPERATORS | |
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| <p>Google automatically “AND”s your search terms. Other search operators to use are:</p> | |
| OR | to broaden your search <i>science OR mathematics</i> |
| - | to search all forms of a term whether spelled as a single word, a phrase, or hyphenated <i>non-profit</i> (will include non profit, non-profit, and nonprofit in results) |
| “ ” | to search for exact phrases <i>“gone with the wind”</i> |
| - | to eliminate a term <i>virus -computer</i> |
| ~ | to include synonyms of a search term <i>~auto</i> (will include car, automobile, truck, etc.) |
| * | to fill in the blank/wild card <i>red*blue</i> (the words red and blue separated by one or more words) |
| #..# | to search for a number range <i>DVD player \$50..\$100</i> |

ADVANCED SEARCH

Click on the  in the upper right corner to get to the Advanced Search Screen.

Limit your search to:

- Exact Phrases
- Specific Domains
- Language
- Date
- File Format



| ADVANCED OPERATORS | |
|---------------------------|--|
| site: | Limits your search by domain or to a specific website. <i>site:org</i> or <i>site:cde.ca.gov</i> |
| intitle: | Finds websites with the word in its title. <i>intitle:leadership</i> |
| allintitle: | Finds websites with all the words in its title. <i>allintitle:professional learning communities</i> |
| link: | Locates websites that link to a specific website. <i>link:www.sccoe.org</i> |
| filetype: | Limits your search by filetype. <i>filetype:pdf</i> or <i>filetype:ppt</i> |
| define: | Use to find the definition of a word. <i>define:differentiation</i> |

GOOGLE'S SPECIALIZED SEARCHES

Enter a search term, then click on the “**More**” link and scroll down to the “**Even More**” link to search specifically for:

- Images
- News
- Book Search
- Scholar
- Blogs
- Videos
- Maps
- Earth
-and more



OTHER COOL TOOLS

(need a Google account for some of these)

Calculator and Conversions

(solve math problems & convert currency)

Translate (view pages in other languages)

GMail (searchable email with less spam)

Docs (share documents via the web)

Labs (check often to see what's in development)

iGoogle (create your own customized webpage)

Custom Search (create your own search engine)

