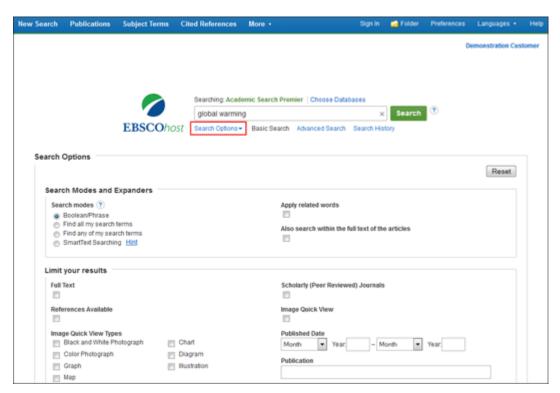
## **Basic Search**

The Basic Search Screen lets you create a search with limiters, expanders, and Boolean operators.

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## To create a Basic Search:

- 1. Enter your search terms in the **Find** field on the Basic Search screen.
- 2. Click the **Search Options** link, if you would like to use any of the optional Limiters or Expanders. To close the **Search Options**, click the link again.



- Select a specific <u>search mode</u>, such as "Find all of my search terms," or "SmartText Searching."
- 4. Apply **Limiters** such as Full Text or Publication type; or use search options that expand your search, such as "Apply related words."
- 5. Click the **Search** button. The Result List displays.

