

# Search the Internet Like a Pro

## Keep it Short

The fewer words you use, the more accurate your search will be. Every time you add a new word to the mix, you limit your results.

**Ex: Abe Lincoln Birth**

## Search for this or that

Use OR between words (in all CAPS)

**Ex: marathon OR race**

## Use Quotes

Double quotes around a group of words tells the search engine to consider the exact words in that exact order.

**Ex: "to be or not to be"**

## Note What You Don't Want

Use a minus sign to identify words you do not want to include in your results. The - should appear immediately before the word and be preceded by a space (so it's not confused with a hyphen).

**Ex: Salsa recipe -tomatoes**

You can exclude as many words as you want by using the minus sign in front of each one.

**Ex:**

**salsa recipe -tomatoes -peppers**

## Missing Words

Can't remember a word or two from a specific phrase, song lyric, movie quote, etc? Use an asterisk\* as a wildcard, to help you fill in the missing word(s).

**Example Search: harry potter \* of secrets**

## Words in the Text

If you want to find a webpage where all the terms you're searching for appear in the text of that page (but not necessarily beside each other), type **allintext:** followed immediately by the words or phrase.

## Related Words and Synonyms

If you want to include a word in your search, but also want to include results that contain similar words or synonyms type ~ in front of the word.

## Search for a Word

within a site: **Ctrl + F** will bring up a search bar at the bottom of the page. Enter the word to highlight each occurrence.

## Note The Site Don't Want to Include

You can also exclude more than just words. For example, place a hyphen before the "site" to exclude a specific site from your search results.

**Ex: bebe rexha -youtube**

## Two Searches in One Step

To go directly to a specific topic on a specific site, type the url and then the keyword.

**Ex: www.billboard.com swift**

## Word Definitions

Need to quickly look up the definition of a word or phrase? Simply use the *define* command. You can listen to the word's pronunciation by pressing the megaphone icon. This always works if you type synonym, antonym, etc.  
**Ex: define democracy**

## Numbers...

Search a time period, dollar amount, etc.  
**historical events 1950...2000**  
**prices: Apple Macbook \$500...700**  
**Russian government 1900...1950**

## Reverse Image Search

On computer - go to **Images.google.com** and upload image. On your phone - Open Google Search app, tap image icon, and snap a picture of the item you want to search for.

## Search Social Media

Put @ in front of a word to search social media.  
**Ex: Elon Musk @twitter**

## Easily Locate Similar Sites

If you've found a great resource, and you want more like it type related:www.  
**Ex: related:www.history.com**

## Find Specific Document Types

Looking to find a specific file type (PowerPoint, etc.)? Use the modifier *filetype:*.  
**Example Search: "egyptian history" filetype:ppt**