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The Power of the Asterisk (*)

Using the <u>NEW</u> Search Functionality



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Overview

Search For Theses/Disser	tations:	
Title (keyword in title):		exact phrase
Author Last Name:	First Name:	
School:	,	~
Degree:		Year Of Degree:
SEARCH		

In an effort to continue offering the best possible service to TREN.com customers, new search functionality has been implemented. This is in response to limitations of the search functionality that have been brought to our attention. There are two major differences that you will see in how the search functionality operates.

- 1. The first difference that will be apparent is that the Author search field has been split into First and Last names. This gives the user greater flexibility to search for specific authors without having to know their full name or needing to remember the format of the author field.
- 2. The second difference while not readily apparent is where the majority of the new power of the search lies. It has to do with the way that the search is performed. The asterisk (*) now holds a lot of power. It is the new wild card and allows you to enter partial words and control what results are returned based on the partial word.

This document will attempt to explain in a clear manner how to get the best results out of your searches. If, however, you finish reading and have questions please do not hesitate to contact us by e-mail at <u>rwjones@tren.com</u>.

Enjoy!



Basic Search

The basic search allows you to search based on Title, Author (last and first name), School, Degree and Year of Degree. You can search on these fields individually or combine them to further narrow your search criteria. Remember that when you combine search fields the criteria is ANDed together. What that means in non-techy speak is that if you enter a Title criteria and an Author criteria, any documents selected must meet both criteria. For example, entering Covenant in the Title search box and Taylor in the Author Last Name box will only return documents with Covenant in the Title that were Authored by someone with the last name of Taylor.

Title Search

If you wanted to see all documents relating to the Korean Ark Covenant Church you could start out by entering *Covenant* in the Title search box and click Search. However, this would return 75 results. Remember, the more criteria you enter the quicker you will get to your desired results.

Next you might enter *Ark* and *Covenant* in the Title search box and click Search. This would initiate a search that looks for documents whose titles contain both the word Ark <u>AND</u> the word Covenant. The words do not need to be adjacent to one another in the title. For example, entering *Ark* and *Covenant* in the Title search box and clicking Search would return five (5) results:

- The Ark of The Covenant In Ethiopian Christian Tradition
- Moses As High Priest and Sorcerer? A Response to Graham Hancock's Egyptian Explanation for The **Ark** of The **Covenant**
- Jeremiah 3:16 and the Disappearance of The **Ark** of The **Covenant**: A Survey of Interpretation
- The Biblical Significance of The Ark of The Covenant
- Developing A Teaching Of The Holy Spirit And The Seminar of Laying On Of Hands For Those Who Are Involved In A Charismatic Ministry At The Korean **Ark Covenant** Church

Of the five titles four appear to deal with the Ark of the Covenant while the fifth refers to the Korean church you were looking for.

Exact Phrase

With only five documents in the result set it is pretty easy to glance through the documents and identify if any of them meet your needs; however, if there were dozens or hundreds of documents returned you might want to further refine your search by clicking the exact phrase checkbox located to the right of the Title search box. Entering *Ark* and *Covenant* and checking the exact phrase checkbox, the search will only look for documents where, in this case, Ark and Covenant appear adjacent to each other and in the order entered. Clicking Search now would return only one document:



• Developing A Teaching Of The Holy Spirit And The Seminar of Laying On Of Hands For Those Who Are Involved In A Charismatic Ministry At The Korean **Ark Covenant** Church

Author Search

If you want to see all documents written by James I. Packer, you could enter *Packer* in the Last Name field and click Search. If the resulting set is too large you can refine your search by entering *Packer* in the Last Name field and *James* in the First Name field and clicking Search.

Again remember that the more criteria you have to identify the document by the better chance you will have of finding it.

School, Degree and Year of Degree

The search criterion for School, Degree and Year of Degree has not changed and only requires that you select from a pre-defined drop down list.



Enhanced Search – The Power of the Asterisk (*)

The real power of the TREN.com search functionality now lies with the use of the asterisk (*). By combining the asterisk with the basic search defined above you will be able to expand your search capabilities and better control the result set that is returned to you. In its simplest form the asterisk (*) acts as a wild card at the beginning or end of a search string.

Title Search

You want to search for anything to do with Presbytery or Presbyterian or Presbyterial, etc. You could do three separate searches – one for each word – but you might miss some other form of the word you are not familiar with; besides, wouldn't it be easier to just do one all-inclusive search. You need the Power of the Asterisk (*). In this case you would enter *Presbyter** in the Title search box and click search. The result set would contain 73 documents with titles such as:

- A Reflection Of 140 Years Of Taiwan **Presbyterian** Mission From The Perspecitive Of Mission Contextualization
- A Program of Spiritual Formation For Men of Mature Years And Experience Preparing For **Presbyterial** Ordination in The Roman Catholic Church
- A Worship Curriculum For The Commissioned Lay Pastor Program, Boise **Presbytery**, PCUSA

Wasn't that much less painful than performing multiple searches? You can further refine your search just as you did in the Basic Search by adding criteria using the Author fields or the School, Degree and Year of Degree fields.

You can also combine a basic search parameter with an enhanced search parameter in your search. For example, you want to search for Covenant and Ark but you also want to see if there's anything for Covenant<u>al</u> and Ark as well. You could enter *Covenant** and *Ark* in the Title search box and click Search. Turns out there are no matches on Covenantal and Ark just Covenant and Ark but it was worth the try and it didn't cost anything.

Exact Phrase

The Exact Phrase cannot handle the Power of the Asterisk (*), at least not yet, so it ignores any asterisk(s) that you may have entered.

Author Search

The Author search also supports the Power of the Asterisk (*). For example, you know that the author's first name that you are looking for is Dan but you are not sure if it is spelled Dan, Dann or Daniel. Here's where the Power of the Asterisk (*) can come to the rescue. Enter *Dan** in the Author First Name search box and click Search. You will find that there are... Wow!... 147 Dan's, Daniel's, Dann's and even a few Dana's. Hmm... what to do now? Oh, that's right the author's last name began with an S. Sark... Sak...



something like that. Enter Dan^* in the Author First Name search box and Sa^* in the Author Last Name search box. Now click Search again. That's better, only three results this time... easy enough to glance at each to determine which is correct.

School, Degree and Year of Degree

Since the search criteria for School, Degree and Year of Degree consists of selecting a value from a pre-defined drop down list, the Power of the Asterisk (*) is not applicable to these fields. Maybe in the future all will be endowed with the Power of the Asterisk (*).

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Wrap-up

You can see that using the Power of the Asterisk (*) can be, well... pretty powerful.

- It can be used at the end of words but it can also be used at the beginning of words or at the beginning and end of words
- It can be used with the Title search box
- It can be used with the Author Last Name and First Name search boxes
- It can't be used in the middle of words for example D*n to look for Dan, Don, Dun, Din, etc.
- It can't be used when the Exact Phrase option is selected for the Title search.

Anyway, have fun with it. Try it out with some of your searches and we are sure you will agree that your searches will be faster and more efficient. And remember, if you have questions or suggestions for improvement feel free to contact us at <u>rwjones@tren.com</u>.