



Coffee Break

Question on Software or Operating system.

Using Google's Search

Note, in the text a plus, minus and full stop sign

(+) (-) (.) Are referred to as switches.

This a term used in the DOS (Disk Operating System days).

Using Google to Search the Web.

Google internet search engine looks very tame with a simple home page search entry.

There are many options to refine your search.

If you are looking for information on an entertainer you seen perform at the club the other night and you type in his name Johnny Pace. Clicking the search button will bring up 2,150,000 results. That because Google finds every Johnny, John and Pace on it's data base in the world.

A listing might read " This tells me **Johnny's** swim **pace** is 1:46 per second". Not the results you were looking for.

To refine your search for Johnny Pace place quotations like "**johnny pace**" **au** (add a space and type **au**) as shown in the bold text.

This informs Google to search only for Johnny Pace and refine the search to Australia.

The result is 911 listings.

"johnny pace" au +comedian

Example **-pdf**.

The search would be

"johnny pace" au +comedian -pdf

you can use as many plus (+) an minus (-) as you like to refine your search.

Other useful switches are listed here.

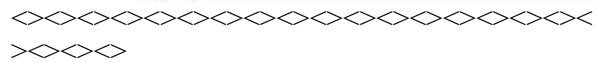
Between numbers or years example:

Search for an item between the years 1978 and 2000. Leave a space after your item and type the years.

When searching for any range of numbers they should be specified by entering two numbers separated by two dots (periods (full stops)).

1979..2000

Note the two periods (full stops)

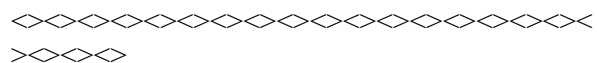


The same applies to money values.

Very useful if looking for any item with a price range. Computers, digital cameras, cars, houses, holidays or software.

\$5,000..\$10,000

Note the two periods (full stops)



Another search option is the word **filetype**.

Note this is one word type search.

Eg: **microsoft word help filetype:pdf**

Here we are looking for a microsoft word help file but in a pdf format.

Typing **filetype:** plus the type of document required, pdf, doc, txt Google will display all files with that extension.

These switches apply to other search engines but not to all.



If you use the + (plus) switch as shown above to find what Johnny Pace does then your search results are refined down to 197 listings.

When you use the plus switch (+) on a word make sure there is no space, Example **+comedian**

Note, Google will except entries in either upper or lower case as shown when searching for Johnny Pace.

You may find there are PDF (portable document files) but you only want his web page.

By placing a minus (-) in front of any information you don't want, Google will eliminate it from the listings.