

Searching Quick Reference

Keyword and dtSearch comparison

Feature	Keyword	dtSearch
Operators: AND, OR, NOT	✓	✓
Wildcards: one or many characters (*)	✓	✓
Wildcards: any single character (?), any single digit (=)		✓
Word stemming (~)		✓
Fuzzy Searching (%)		✓
Proximity searching (w/n, pre/n, w/n xfirstword, w/n xlastword) Note: "w/" and "wi" can be interchanged.		✓
Custom index creation: multiple indexes for entire dataset or subset dataset, customer noise word list, custom alphabet list		✓
Index automatically populated	✓	

Keyword search strings and operators

Search String	Results
salt	The word salt
salt pepper	The word salt and pepper
salt and pepper	The words salt and pepper
salt or pepper	The word salt or the word pepper
salt, pepper	The word salt or the word pepper
"salt and pepper shaker"	The exact phrase salt and pepper shaker
salt not pepper	The word salt but not the word pepper
salt*	Any word that begins with salt (e.g., salted, saltiness)

Field types and filter types

Field Type	Boolean	Text box	Single Choice List	Multi-Choice List	Pop-up	Custom/Advanced
Fixed Length Text		✓	✓			✓
Long Text		✓				
Date		✓				✓
Number (Whole, Decimal, Currency)		✓	✓			✓
Yes/No	✓					
Choice (Single, Multiple)			✓	✓	✓	
Object (Single, Multiple)		✓			✓	

dtSearch strings and operators

dtSearch string	Results
salt pepper	The exact phrase salt pepper
salt and pepper	The word salt and the word pepper
"salt and pepper shaker"	The exact phrase salt and pepper shaker
salt or pepper	Either salt or pepper
salt w/5 pepper	Salt appears within five words of pepper
salt pre/5 pepper	Salt appears within 5 words <i>before</i> pepper
salt and not pepper	Salt appears but pepper does not

Search operators and field types for saved searches

	Fixed length text, Long text, Extracted text	Whole number, Decimal, Currency	User	Date	Yes/No	Single choice, Multiple choice
All of these						✓
Any of these			✓			✓
Between				✓		
Contains	✓					
Does not contain	✓					
Is	✓	✓		✓	✓	
Is after				✓		
Is after or on				✓		
Is before				✓		
Is before or on				✓		
Is greater than	✓	✓				
Is in				✓		
Is less than	✓	✓				
Is like	✓					
Is logged in user			✓			
Is not	✓	✓		✓	✓	
Is not like	✓					
Is not set	✓	✓	✓	✓	✓	✓
Is set	✓	✓	✓	✓	✓	✓
None of these			✓			✓
Not all of these						✓

Filters

Filter	Description
Boolean	Available for Yes/No field types. Conditions display a drop-down list similar to list filters.
CustomOnly	Uses filtering criteria from advanced and Boolean operators.
List	Usually associated with fields used for coding documents. Conditions vary by the type and purpose of the field associated with it.
Multi-list	Uses multiple conditions from a drop-down menu. You can connect the conditions with the OR or AND operator.
Popup Pickers	Contains values for multiple or single choice fields, as well as multiple or single choice objects.
Textbox	Used to search on specific terms, numbers, and dates. You can enter multiple terms connected by any of the following operators: <ul style="list-style-type: none"> ▪ AND ▪ OR ▪ BETWEEN ▪ = (equal) ▪ >= (greater than or equal to) ▪ <= (less than or equal to) ▪ % (to filter for NOT null)

dtSearch fuzzy, stemming, and numeric range searching

Character	Definition	Example
%	Fuzzy searching	"app%" matches apply and apple, but not applied
~	Stemming	"apply~" matches apply, applied, applies, and so on