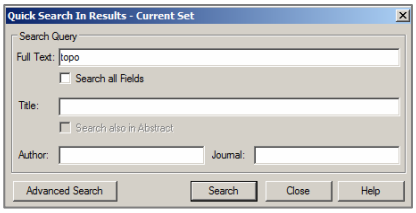
QUOSA Information Manager™ (v8.04)

Tip Sheet: **Search in Results (SIR)**

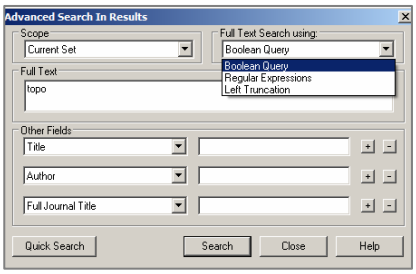
Use these tips for effective "Searching in Results" (SIR) within QUOSA Information Manager (version 8.04).

1. Open the set of articles you want to search in the **Results Pane**. (If you want to search more than one folder, you can specify this in the "advanced Search In Results" dialogue, later.)
2. Click on the "Search in Results" icon 

in the menu bar above the browser pane.
3. You have the choice between the **Quick Search in Results** and **Advances Search in Results** dialogue boxes. Switch between the two with the bottom left button, in the dialogue.
4. Enter the terms you want to search your set of documents for.



In the **Quick Search in Results**, you have the choice of searching in the full text, Title, Author, or Journal. Enter your search terms or phrases, and hit the 'Search' button.



The **Advances Search in Results** dialog box allows you to choose the set you want to search (**Scope**) and search method (**Full-Text Search using**:). Search on the full text by entering your term in the **Full Text** field;
To search on **Metadata** and **Annotations**, specify which fields you would like to search under **Other Fields** (abstract, author, subject headings, etc) and enter your terms in the fields to the right. You may add more/less using the +/- buttons. For example, a metaquery search will search the citation properties captured for each article retrieved by QUOSA from the bibliographic database (e.g. PubMed).

5. Click the 'Search' button. The progress bar may come up above the Results Pane. Once the search is complete, all articles containing your search term will be displayed in the **Results Pane**, and placed in a new search folder below your original folder in the **Organizer Pane**.

Tips for searching using a Boolean Query, Regular Expression, or Left Truncation.

Boolean Query

- Search for a single term or phrase (group of words surrounded by double quotes, such as "heat shock").
- Multiple terms can be combined with Boolean operators to form complex queries (**OR**, **AND**, and **AND NOT**). The **OR**, **AND**, and **AND NOT** operators may be entered in CAPS or lower case. Search terms entered into the query are case-insensitive.

  Note: The **AND NOT** operator cannot be used with just one term. For example, the following search will return no results: **AND NOT** "heat shock"
- If there is no Boolean operator between two terms, ***the OR operator is inserted as the default***. The **OR** operator links two terms and finds a document if either of the terms exists in it.
- Parentheses can be used to group terms in a Boolean query. For example, to search for either "heat" or "shock" and "protein," specify the search expression as follows: (heat OR shock) **AND** protein.
- The asterisk **wildcard** character can be used in Boolean queries; it is used to specify zero or more alphanumeric characters. For example, searching for the term **h*s** would find results that contain

words such as "his", "homes", and "herbaceous". In QUOSA, an asterisk at the beginning and end of each term is assumed, so that the term **h*s** would also match "these".

Note: You cannot use * as the first character in a search expression.

- Documents containing expressions with **sub and super script** may be searched as follows:
  - If keyword of interest has a subscript it has to be surrounded by [SB]xxx[SB] tags in the search query.
  - If keyword of interest has a superscript it has to be surrounded by [SP]xxx[SP] tags in the search query.
  - Sample searches:
    [SP]14[SP]C to search for ^{14}C
    10[SP]4[SP] to search for 10^4
    CO[SB]2[SB] to search for CO_2
    p27[SP]kip1[SP] to search for $p27^{kip1}$

    Note: Sub and super scripts are most reliably searchable in html versions of full-articles, rather than PDFs
- A **proximity search** can be used to find words that are within a specific word count of other words. To create a proximity search, add the "**~**" (tilde) symbol at the end of the words. For example, to search for the words "heat" and "shock" within 10 words of each other in a document, specify the search as follows: "heat shock"**~**10
- Boolean search supports escaping special characters that are part of the search syntax. The current list of special characters includes the following: **+ - && || ! ( ) { } [ ] ^ " ~ * ? : **

  To escape these characters, use the "\" (backslash symbol) before the character. For example, to search for (1+1):2, specify the search expression as follows: \(1\+1\)\:2

Regular Expressions

- Regular expression search is a tool that supports a variety of more advanced searches such as for specific parameter values, certain population sizes, protein sequences, chemical entities, and parts of formulae. The regular expression engine does character by character searching to find a match, vs. Boolean search, which just looks at entire word units. This means user can define queries based on a string of letters, whether they comprise the whole or a fragment of a word, or of a character string (alpha, numeric, or alpha-numeric).

  Consult QUOSA SIR Help (HELP > Contents Tab > How do I? > Search within retrieved articles > Use regular expressions) for more information.

Left Truncation

- Choose this option to perform searches to find words with a common ending. For example, to find documents containing words ending in "olol" (such as "praprandolol," "atenirolol," and so on), choose "left truncation search" and enter *olol as the search expression.

Using Adobe Reader Search

- You may search within PDFs using the "search" functionality within Adobe Reader (right click > search or choose the binoculars when Adobe Reader is open in the QUOSA Browser Pane).
  - Adobe reader search looks for the exact string you type. We do not recommend using quotes or Boolean operators. If you type "knockout mouse", Adobe Reader Search will look for the terms entered surrounded by the quotes. It will search for exactly what you put in the search box.
  - When you enter a string of text, Adobe Reader will show hits that equal that string or contain that string. For example, if you enter **thread**, you may see hits including **thread**, **threading**, **dethreading**, **rethreading**, etc.

For more information about QUOSA products and services, please contact QUOSA at ***sales@quosa.com*** *,* ***support@quosa.com****, or visit our website at www.QUOSA.com.*