Factiva.com: **Search Tips: Operators**

Basic search examples

For Articles Containing	Enter
Both the word *Nestlé* and the exact phrase *emerging markets*	Nestlé and emerging markets
Either *Michelin* or *Firestone*	Michelin or Firestone
Wireless but not *cellular*	wireless not cellular
Information about *online banking* in the *retail or consumer* sectors	online banking and (retail or consumer) or online banking and [retail or consumer]

Advanced search examples

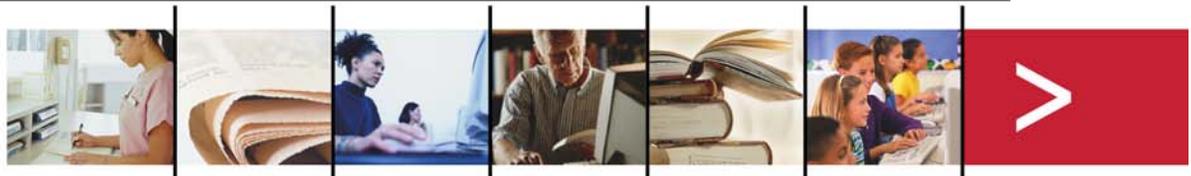| For Articles Containing	Enter
At least 5 mentions of *Microsoft*. Use with numbers 1-50. **Note:** *Atleast* works *only in Search: Free-Text/Indexing*, but *not in Track*. See Related Items for alternatives to using atleast in Track. The atleast operator must be used against *Search for free-text terms in: Full Article*, not against specific fields. Further, the atleast operator *does not support nested terms*, therefore, the search atleast10 (Olympics and Winter Games) is not supported. This search requires restating the atleast operator in your strategy when searching for multiple key terms. Your correct search would be: atleast10 Olympics and atleast10 Winter Games. The returned search results must have at least 10 mentions of *both* Olympics *and* Winter Games. For more information on using the atleast command in *Search*, please refer to the Related Items to the right.	atleast5 Microsoft atleast10 Olympics and atleast10 Winter Games
Vodafone in the same paragraph as *telecommunications.* The *same* operator *must be used against Search for free-text terms in: Full Article*, not against specific fields, such as lp=. The *same* operator also *cannot be used repetitively*, as in (wireless same cellular same telephone). The *correct search* would be *(wireless same (cellular and telephone)).*	Vodafone same telecommunications (wireless same (cellular and telephone))

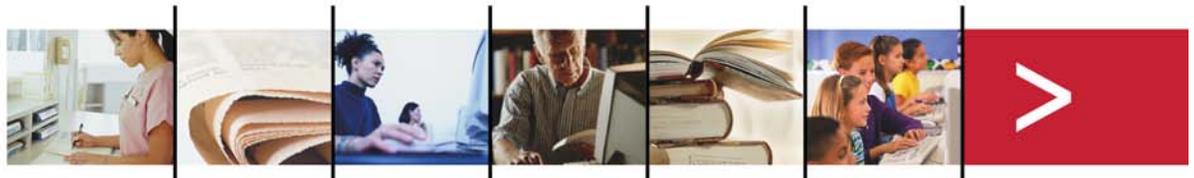|	
President within 3 words of *Bush*, where *Bush* is the third word (there can be 0-2 words between), and the terms appear in that *exact order*. For example, *President Bush*, *President George Bush*, *President George W. Bush*. Use with numbers 1-10. You *must* enter a number with this operator, example w/3. w/N will only work within the limits of a paragraph.	President w/3 Bush
World Cup within 5 words of *rugby*, where *rugby* is the fifth word (there can be 0-4 words between). The terms must appear in that exact order. For example, *World Cup rugby*, *World Cup* match in *rugby*. Use with numbers 1-10. *adj1* is assumed if numbers are omitted. adj[N] will only work within the limits of a paragraph.	World Cup adj5 rugby
Carrefour within 5 words of the phrase *retail sales*, where *retail* is the fifth word (there can be 0-4 words between). For example, *Carrefour* posted July *retail sales*. The terms can appear *in any order*. Use with numbers 1-500. *near1* is assumed if numbers are omitted. near[N] will only work within the limits of a paragraph.	Carrefour near5 retail sales
Boeing 747 within 30 words of *British Airways*, where *British* is the 30th word (there can be 0-29 words between). The terms can appear in any order. Use with numbers 1-500. You must enter a number with this operator, example /N50/. /nN/ will only work within the limits of a paragraph.	boeing 747/N30/british airways
The word *Toyota* used in the first 50 words of an article. (Use with numbers 1-500.) **Note:** */Fn/* works *only in Search: Free-Text/Indexing*, but *not in Track*. You must enter a number with this operator, example /F50/.	toyota/F50/
Phrases which include a Factiva search operator such as *Research and Development* or *not for profit* should be enclosed in double quotes. This would apply to any phrase which contains one or more of the following terms: and, or, not, same, near, date.	"Research and Development" "not for profit"
Any word that begins with *earn* and ends with a given number of letters: earns, earnings. Use with numbers 1-9. You must enter a *minimum of 3 characters* before using the $ sign, and the $ sign must be entered at the end of a word only. If no number is entered, the default will be 5 characters. If you include more characters before the truncation ($) sign, (e.g. earn$ rather than ear$), you will get better results.	earn$4
Any words that begin with *telecom* (Do not enter a number after the * sign. Must be used at the end of a word only.) You must use at least 3 characters before the * sign. If you include more characters before the truncation (*), e.g. telecom* rather than tel*, you will get better results.	telecom*
Either *globalization* or *globalisation*, or other wildcard spellings. You must enter a minimum of 3 characters before using the ? sign.	globali?ation
The words *U.S. stock market* and *word count greater than 5,000*, to identify longer articles about the stock market (Do not use commas in large numbers.)	U.S. stock market and wc>5000

> **SEARCH TIP:** When using the proximity operators w/, near#, /nN/ or adj#, *Search* and *Track* will not count the *first* term in front of the connector, but will count the last term. It is suggested that you *expand the range and use a larger number* when using these operators. For example, searching *President w/2 Bush* will retrieve articles containing the key term President George Bush, but *will not* retrieve articles with President George **W**. Bush. The **correct search** would be: **President w/3 Bush** to retrieve articles with the key terms: President Bush, President George Bush, or President George W. Bush.

Stop Words

The only Reserved Words are *search operators* that require special treatment, but *only* if you wish to include them in a search statement as part of a specific phrase. They are called reserved words since they are reserved as commands or operators to the search engine. In order to treat a search operator (and, or, same, etc.) as a *search term* you must *enclose the entire phrase in double quotes.* As a result, there are no unsearchable words, or stop words.

The following terms must be enclosed in "double quotes" *when searched as part of a phrase*:

- and
- or
- not
- same
- near
- date
- upd

The following table contains *Searchable field tags* for use in *Search* and *Track*.

Field Name	Field Tag	Description
Format Code	FMT	Type of document format, e.g., Article, Webpage, Picture.
Accession Number	AN	Unique number assigned to document
Author	BY	Author's name
Art	ART	Captions, descriptions of graphics, etc.
Column	CLM	Column Name
Contact	CT	Contact name for additional information
Correction	CX	Area to describe or append corrections
Credit	CR	Credit information
Descriptors *	DE	All Descriptors
Dow Jones Ticker Symbol*	CO	Company ticker symbol
Edition	ED	Edition of Publication
Factiva Company Codes **	FDS	Factiva Company codes
Headline	HD	Headline
Headline Group	HL	Includes HD, SE, CLM
Headline/Lead Paragraph Group	HLP	Includes HD, SE, CLM, LP, CX
Industry Code	IN	Industry codes
Language Code	LA	Document Language
Lead Paragraphs	LP	First two paragraphs of a story
Page	PG	Page of a publication
Publisher Name	PUB	Publisher of a publication
Notes/Reference	RF	Notes associated with an article
Region Code	RE	Geographic Region codes
Source Restrictor code ***	RST	Codes for individual publication source codes *and* publication group source codes.
Reuters Instrument Code*	RIC	Reuters Codes
Section	SE	Section name
Source Name	SN	Publication name
Subject Code	NS	Subject codes
Text	TD	Text of article after lead paragraphs
Volume	VOL	Volume and/or Number of publication
Word Count	WC	All words found in the Headline and Text groups
Group Name	NGC	Publication Group Name

* Searchable fields, but *not displayable fields* in articles.

** **Factiva Company Codes** are searchable using the fds field tag, but are displayed in the CO field.

*** If you have the restrictor code of an individual source, and wish to find the name of the publication, (reverse source code look up), please use the sc= code, and not the restrictor code. Example: use sc=j [do not use rst=j]. "J" is the code for *The Wall Street Journal*.

Your search strategy will continue to work if it contains sc=, the previously used source code field tag. But please be aware that rst= will appear in the Free text search box whenever you add sources or Factiva Intelligent Indexing™ using the blue arrow icon to the right of each source or indexing term.