Searching Effectively:

Phrase Searching & Truncation (Video)

Check your knowledge about this topic by answering these questions.

1. Putting keywords in \_\_\_\_\_\_\_\_\_ tells the computer to search for them as a phrase.

12 points

* Brackets
* Quotation marks
* Parentheses
* Bold letters

2. Phrase searching tells the computer to search for \_\_\_\_\_\_\_\_\_\_.

12 points

* The keywords in any order
* Just the first and last keyword
* All of the keywords in the exact order you entered them
* Each individual keyword, one at a time

3. Phrase searching is used because \_\_\_\_\_\_\_\_\_\_.

12 points

* It is an easier way to search
* It is faster than doing separate searches
* It gives you more relevant results
* It increases the number of results

4. Which is NOT an example of when to use a phrase search?

12 points

* To find information about an animal like a “black widow spider”
* To find information about a phrase like “green energy”
* To find information about a long word like “photosynthesis”
* To find information about a title in a series like “Harry Potter and the Sorcerer’s Apprentice”

5. To truncate a word, add a symbol to the end of the word stem. Which symbol is NOT used in truncating a word?

14 points

* Dollar sign ($)
* Asterisk (\*)
* Question mark (?)
* Hashtag (#)

6. Truncation allows you to do what?

12 points

* Search for forms or variations of a keyword at one time
* Search for synonyms of a keyword
* Find the definition of a keyword
* Search for the opposite of a keyword

7. When truncating a word, do not truncate too early, or you may \_\_\_\_\_\_\_\_\_\_. Mark all that are correct.

13 points

* Get outdated results
* Get results that are not relevant
* Get too few results
* Get too many results

8. Let’s say that you truncated the word truncation like this: truncat\*  
In that example, you would also get results for which words? Mark all that are correct.

13 points

* Truncate
* Truce
* Truncatella
* Trunk