Statistical Insight has been completely redesigned to support a significantly better statistical search experience!

### What's NEW?

- New look and feel!
  - Works like ProQuest *Congressional* with saved searches, bookmarks, and durable URLs for every document and table.
  - Basic Search searches multiple terms within the same field
- Tabbed results
  - Separate tabs for all results, tables only, and PDFs only.
- Default search is 5 years to pare down larger result sets
  - Users may retrieve all years by clicking on the pulldown
- Type-ahead in search forms based on subject index and issuing sources

#### What's BETTER?

- Links in the metadata allow user to click from tables to individual documents, and from a document in a series to the rest of the documents in the series.
- Within the Abstract tables matching the search are listed and can be expanded to show all tables.

### **Starting Your Search**

You can start your search from the Basic search page or the Advanced search page.

From Basic Search you can :

- 1. Receive suggested search terms from the type ahead function.
- 2. Add additional rows and combine your search with Boolean "And, Or, and Not" phrases.
- 3. Add index terms and issuing source names from the "Index Terms" link.



From Advanced Search you can do everything you do in basic and also limit your search to specific fields:

A single field	Search word(s) occurring in the title field, notation of content, single paragraph in abstract, a single table description, a single table record. This search is identical to the Basic Search.
All fields except full text	Searches all fields, except tables and PDFs.
All fields including full text	Searches all fields including tables and PDFs.
Document Title	The term must appear in the title of the document.
Table Title	Opens an option for you to select all tables associated with a search result, or tables that match your search.
Source/Publisher	Any document found by your query must have come from the specified source or publisher.
Document number	Searches both the accession number and the SuDoc number. (SuDoc, which stands for Superintendent of Documents, is a classification number assigned to federal documents by the Government Printing Office).
Subject/Index Terms	Enables you to type a keyword and then click Find to browse through a specialized thesaurus to find the subject and index terms that are most

Enables you to type a keyword and then click Find to browse through a specialized thesaurus to find the subject and index terms that are most relevant to the information you are searching.

A single field		Improve using <u>Index Terms</u>
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A single field		▼ Improve using Index Terms
∃ Add a row   Remo	ve a row	
Limit to:		
Date:	Previous 5 years	T
		Search Clear form

### **Results Page**

#### From the Results Page you can:

- 1. View your results in three groups.
  - a. All results
  - b. Tables
  - c. And PDFs
- 2. Refine your search using the facets on the left. Facets are applied at both the publication and table level.
- 3. Search within your current results.

Results 1 - 20 of 53	
Sort Results by:	All Results (123) Tables (53) PDFs (69)
Date (most recent first) -	0 selected items:
Narrow Results by:	Global Cultivation Of Opium Poppy, 2003 - 2012 (hectares) [By Country, Arranged By World Region] (Page no.061 Table no.027)
□ Countries & Regions □ Asia and Oceania Total (2) <u>By Country</u> (1)	Published: 2013, Source: United Nations Office on Drugs and Crime, Record Number: 2013 IIS 4387-S7.42 From Publication: <i>Colombia: Coca Cultivation Survey 2012</i> TABLE
TurkmeÑ Jtan (1) US Total/Regional Worldwide Europe Latin America and Caribbean US States	<ul> <li>Opium Poppy Cultivation In Colombia By Department, 2005 - 2012(Page no.061 Table no.026)</li> <li>Published: 2013, Source: United Nations Office on Drugs and Crime, Record Number: 2013 IIS 4387-S7.42</li> <li>From Publication: Colombia: Coca Cultivation Survey 2012</li> <li>TABLE</li> </ul>
⊞ Data Breakdowns By ⊞ Subject	Manual Eradication Of Coca Fields By Department, 2012 [With Data For Opium Depart And Marihuana, By Department, Columbial (Page no 000, Table no 035)

Mouseover from TABLE icon allows the user to see the table, and from that view, to click to open the spreadsheet, or the source document.

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Depart		2006	2007	2008	2009	2010	2011	2012
Nariño	475	316	204	24	238	234	229	205
Cauca	538	448	280	126	100	92	102	102
Huila	320	114	45	45	11	12	5	4
Tolima	265	90	170	170	3	3	2	2
Cesar	152	3	7	18	2.5	-		
	Cauca -				1.5	-		
Valle del	a 68		2	4				
Valle del La Guajin			7	7				
	132	52		( )	-			

Within the PDF results, the results with tables include the grayed-out TABLE icon. View the Abstract to see the tables that match search hits, and toggle to see all tables.

	ted items: <ul> <li>View selected items</li> </ul>
] Sel	ect 1- 4 🛛 Email 📇 Print
1	Chata Even and Data
1	State Export Data Published: 2013, Source: Bureau of Census, Record Number: 2013 ASI 2426-1
1	Published: 2013, Source: Bureau of Census, Record Number: 2013 ASI 2426-1
1	•

### **Additional Search Tips**

### CONNECTORS

**AND** Using the logical connector AND between terms narrows a search by requiring that all terms be present. Adding AND to a search generally reduces the number of records retrieved.

#### Dogs AND cats = both terms in a single field

**OR** Using the logical connector OR between terms broadens a search by adding terms to the search query. Use OR to add synonyms or similar terms to a search. Adding OR to a search generally increases the number of records retrieved.

#### Dogs OR cats = both terms or either term in a single field

**NOT** The logical connector NOT narrows a search by eliminating records in which the term after NOT appears. Adding NOT to a search generally reduces the number of records retrieved. NOT=AND NOT.

Dogs NOT cats = dogs occurring in a single field without any cats to bother them

Tip: The single field search largely eliminates the need for a proximity search of the abstract.

### **QUOTATION MARKS**

"" To find an occurrence of an exact phrase, enclose it in quotation marks. The search is not casesensitive or punctuation-sensitive. "Flow-of-funds" returns the same number of results as "flow of funds." The quoted search works across all of our data including Tables and PDF text. If you put parentheses around a quoted phrase, you get the same results you would without parentheses.

Tip: Do not combine quoted and unquoted words in a single search.

Tip: Do not use a wildcard within quotation marks; the search engine will interpret the \* or the ?

literally.

### PARENTHESES

() Enclose part of a Boolean expression in () to establish precedence—i.e. establish which operation should occur first.

(dog food) OR (cat food) = dog food and/or cat food occurs in a single field

Tip: The use of quotation marks disables automatic stemming feature and force an exact match.

### **STEMMING**

Singular/PluralStemming automatically retrieves plurals and other valid alternative word forms. Plurals<br/>are converted to their stem (or root) forms at index-time for a fast, accurate search.<br/>Stemming will work on any unquoted search.

#### Mine retrieves mine, mines, mineral, minerals.

Tip: The use of quotation marks turns stemming off and forces an exact match.

Alternative Words A stemmed search for a word finds the exact same term as well as terms that derive from the same meaning and part of speech as the search term. The stem of a word is not based on spelling. For example, card and cardiac have different stems even though the spelling of cardiac begins with card. On the other hand, running and ran have the same stem (run) even though their spellings are quite different. A search on card will not return "cardiac," but a search on ran will return "running."

#### Mine (also) retrieves mineral, minerals.

Tip: To search beyond a word stem, you should use a wildcard.

### WILDCARDS

- ? replaces a single letter *mari?uana = marijuana and marihuana*
- \* replaces an infinite number of letter following a root word

#### foreclos\* = foreclose, foreclosed, and foreclosure

**Alternative Spellings** A thesaurus automatically retrieves and highlights alternative versions of words like Al Qaeda. The thesaurus will also support access to synonyms.

# GDP = Gross Domestic Product; Consumer spending = consumer expenditures and personal consumption; cars = automobiles