

## Identify good **Keywords** for your search

By spending a few minutes clarifying your search, you can increase your chances of finding what you need fast and effectively.

### STEP 1: STATE WHAT YOU WANT TO FIND

First, in one or two sentences, state what you want to find on the Internet. For example:

**I want to find information on popular methods of losing weight.**



### STEP 2: IDENTIFY KEYWORDS

Next, underline the main concepts in the statement.


**I want to find information on popular methods of losing weight.**



### STEP 3: SELECT SYNONYMS AND VARIANT WORD FORMS

List synonyms, alternate spellings, and variant word forms of each keyword.

**popular common favorite**  
**methods method ways way techniques technique**  
**losing lose reducing reduce reduction**  
**weight fat dieting diet**



## **STEP 4: COMBINE SYNONYMS, KEYWORDS, AND VARIANT WORD FORMS**

Combine synonyms with Boolean OR.

NOTE: Place parentheses around OR statements.

**(popular or common or favorite)**  
**(methods or method or ways or way or techniques or technique)**  
**(losing or lose or reducing or reduce or reduction)**  
**(weight or fat or dieting or diet)**

Use truncation with an asterisk symbol (\*) to combine variant word forms.

**(popular or common or favorite)**  
**(method\* or way\* or technique\*)**  
**(los\* or reduc\*)**  
**(weight or fat or diet\*)**

Combine keywords with Boolean AND.

**(popular or common or favorite) and**  
**(method\* or way\* or technique\*) and**  
**(los\* or reduc\*) and**  
**(weight or fat or diet\*)**



## **STEP 5: CHECK YOUR SPELLING**

Search engines return websites with words that match your keywords. If you misspell a keyword, your results will contain websites where that word is also misspelled.