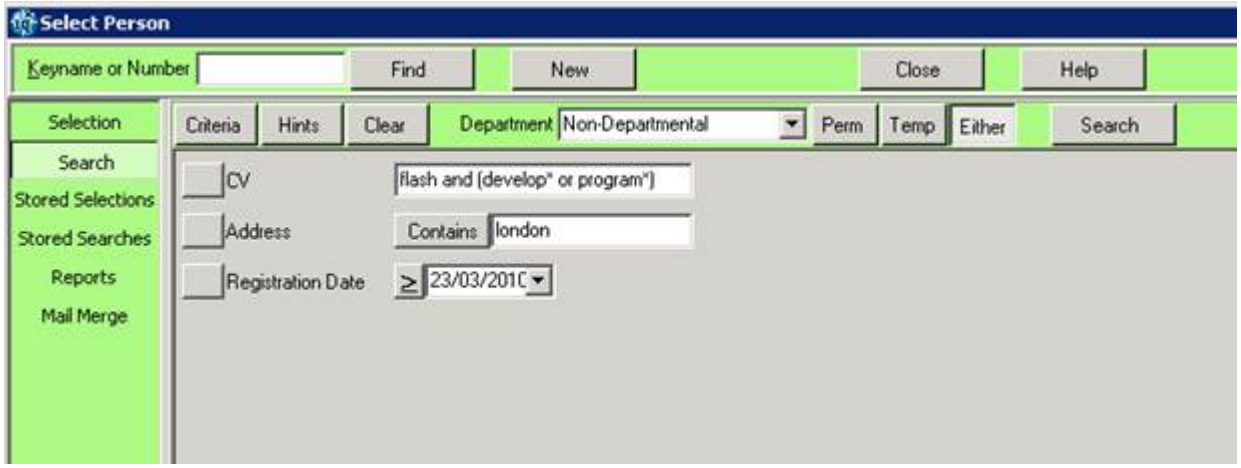
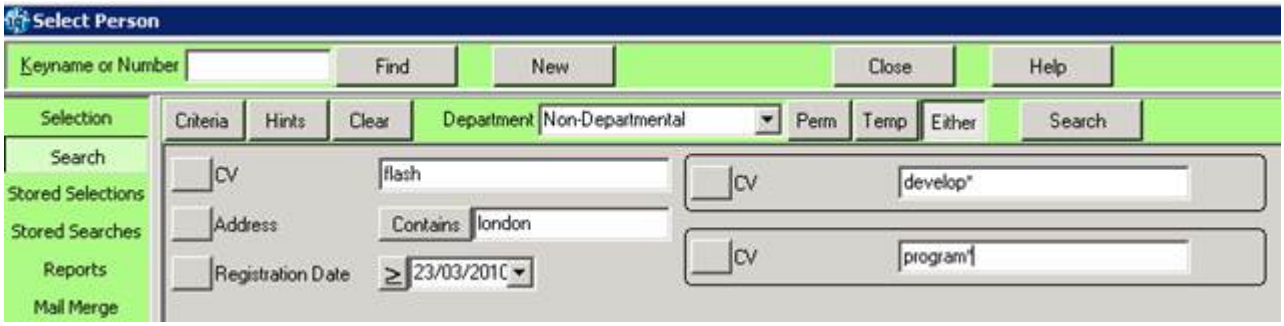
Basic IQX CV Searching using Microsoft Indexing Services

Searching is much quicker when the search terms are all included in one CV criteria box on the search screen. For every separate instance of the criteria of CV being included in the search, IQX has to search the entire database and save the results in a separate table for each one before searching again. By combining words in one instance of the CV search criteria, CVs are only searched once and the search will be much more efficient.

The below two examples return the same list of matching candidates.

Example 1 takes around six seconds to return, Example 2 takes almost two minutes to return the same results.





Tips on Index Server Searching

and

Using 'and' will look for instances of both words:
Example

```
Java and Delphi
```

near

There is also 'near' which will look for two words near each other:
Examples

```
Java near Delphi
"Java Developer" near "Delphi Developer"
```

not

Java and not Delphi means that Java must be found but there must be no instance of Delphi.
Example

```
Java not Delphi
```

or

Java or Delphi means that either Java or Delphi must be found.
Example

```
Java or Delphi
```

multi word phrase to search for a multi-word phrase use double quotes
Example

```
"java developer"
"java developer" and "delphi developer"
```

Hitcount

Searching for the word 'Java' will return a Yes or No on the first Java it finds - it takes no notice of the number of times found.

If you add 'and @hitcount>3' It will look for 3 instances before it returns Yes.
Example:

```
Java and hitcount>3
```

will return when Java is found 3 or more times within the CV.

Any **word sequence** needs to be in double inverted commas.
Example:

```
"Java Developer" and hitcount>3
```

To look for multiple hits of a word use:

```
and @hitcount>*
```

where * is a number. You can use any relational operator = > < >= ⇐

```
java and @hitcount>2
```

will only return records with more than 2 counts of java

```
"java developer" and @hitcount<=3
```

will only return records with equal to or less than 3 counts of java developer

To use specially treated characters such as &, |, ^, #, @, $, (,), in a query, enclose your query in quotation marks (“).

To search for a word or phrase containing quotation marks, enclose the entire phrase in quotation marks and then double the quotation marks around the word or words you want to surround with quotes.
Example

```
"World-Wide Web or ""Web"""
```

searches for World-Wide Web or “Web”

The wildcard character (*) can match words with a given prefix.
Example

```
esc*
```

matches the terms “ESC” “Esc.” “escape” “escapade” and so on.

Go back to Hints, Tips & Shortcuts

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