

# Using ILPA's search function

## Help with using ILPA's search function.

Our search function is an area of the website we are seeking to improve. We have already made a number of improvements, so if you gave up in the early days do try again. If you have any questions or suggestions please let us know: [info@ilpa.org.uk](mailto:info@ilpa.org.uk)

Enter any keyword(s) or phrase.

Some tips to help:

- "Search across entire site" will search pages (e.g Training or About Us as well as resources pages. Good general search, but you cannot refine it.
- "Search Resources only" just searches the resources pages. This is the search you can refine.

In both boxes you can carry out "Boolean" searching:

- **"some words"**  
Double quotation marks will limit your search to the exact phrase (for example, rows that contain "some words of wisdom" but not "some noise words").
- **Apple\***  
The \* is a 'wildcard' representing any character or group of characters. Find resources that contain words such as "apple", "apples", "applesauce", or "applet".
- **+apple +juice**  
Find resources that contain both words, not necessarily consecutively.
- **+apple -juice**  
Find resources that contain the word "apple" but not "juice".

Most resources are pdf files. The search function does not search the text within such a document, but searches the descriptions of it on the resource page. The description is similar to the title of an enclosure in the hard copy mailing where we try to be as descriptive as possible.

**Search**

When using either of the search facilities below, to search for a phrase use quotation marks - e.g. "long residence".

**Search across entire site**

Use this search tool to find matches across all content on the site.

**Search resources only**

Use this search tool to limit your search to publications, briefings and other resources published by ILPA.

Keyword

Document Type  
Hold <CTRL> to select multiple items

- ANY -
- News
- Information Service
- Projects
- Briefing

Order by

Document author

Document recipient

Document Date

Uploaded date

Document Number

[Advanced search](#) [View all resources](#)

The **document date** refers to the date the original document was created insofar as this is known (e.g. a letter from UK Border Agency of **23 December 2011**); the **uploaded date** is the date the resource has gone on to the website. This is particularly important to remember when looking for old documents.