



DTIC ONLINE: SEARCH TIPS (v4)

Finding One or More Terms

To find one or more terms, type them in the search box with an OR between them.

Examples:

- ***personnel*** -- finds results that contain the word *personnel*
- ***homeland or security*** retrieves results that contain either the word *homeland* or the term *security* or both terms

Note: ***homeland security*** retrieves only results that contain BOTH words.

Finding Phrases

To find a phrase or terms adjacent to each other enclose them in quotes in the search box.

Examples:

- ***"cargo carrier"*** -- finds results that contain the exact match of phrase *cargo carrier*
- ***"secretary of defense"*** -- finds results that contain the exact match of *secretary of defense*

To find an exact phrase within a title, enclose the phrase in quotes and use the title field in the DTIC Online Advanced Search or the Technical Report Guided Search.

Examples:

- ***"air guns"*** – finds results with this phrase in the title

Singular and Plural

Both singular and plural versions of a term are searched automatically.

Examples:

- ***bullet*** retrieves results that contain either term *bullet* or *bullets*
- ***women*** retrieves results that contain either term *women* or *woman*
- ***library*** retrieves results with either term *library* or *libraries*

Boolean

Use: and, or, not

Do not encase terms in < >.

Examples:

- ***radar and sites*** -- finds results that contain the term *radar* and the term *sites*
- ***disc or disk*** -- finds results with either of the terms, *disc* or *disk*
- ***homeland not security*** -- finds results that contain the term *homeland* but not the term *security*

Case

Search terms are NOT case sensitive.

Examples:

- ***TANKS*** -- finds results that contain the words *TANKS*, *tanks*, *Tanks*, etc.
- ***tanks*** -- finds results that contain the words *TANKS*, *tanks*, *Tanks*, etc.
- ***Tanks*** -- finds results that contain the words *TANKS*, *tanks*, *Tanks*, etc.
- ***Tank*** -- finds results that contain the words *TANK*, *tank*, etc.

Fielded Searching

“AND” is the default for multiple search terms in a single search entry field.

Example:

- Term A Term B Term C = Term A and Term B and Term C
- “And” is also the default search term across different fields in the DTIC Online Advanced Search and Technical Report Guided Search.

Example:

- Field 1: Term A Field 2: Term B = (Term A in Field 1) and (Term 2 in Field 2)
- Although the "and" default applies to both fielded searches, there is an option to select "or" for the Technical Report Guided Search.

Foreign Language Citations

The DTIC Online search engine searches entire sites, including foreign pages and documents. Some foreign languages, such as Farsi, will appear in the search results list if they match the search term. The pages will be displayed as is and may not be readable. Since there is no translation taking place, the citation may display a string of question marks ("?????").

Punctuation

Use punctuation when it is part of the term.

Example:

- **AN/BQQ-1** retrieves results that contain the term *AN/BQQ-1*.

However, some punctuation marks have a function and should be avoided.

Examples:

- **Parentheses ()** are used in nesting. For those **descriptors (Thesaurus terms)** that use parentheses, enclose in quotes. *Performance(Human)* should be typed as **“Performance(Human)”**
- **Double Quotes " "** are used to indicate an exact search for a word or phrase.
- **Asterisk *** is used as a wildcard indicating an indefinite number of characters, including no characters.
- **Question Mark ?** is used as a wildcard replacing exactly one character.

An alternative is to enclose the term in quotes, ex. **“AN/BQQ-1()”**

Find an AD number (TR)

A unique Accession Document (AD) number is assigned to each item added to the DTIC Technical Reports Collection for the purpose of identification, control, and retrieval.

Explanation of an accession (AD) number:

- All accession numbers begin with the letters AD and contain a 6 digit number
- Before Nov 1974, AD numbers did not use a preceding alpha character but consisted of 6 digits (AD786753)
- Since DTIC Online requires 9 characters in this field, a 0 (zero) must be added after AD when there is no third alpha character.
- After November 1974, AD numbers used A, B, C, D, E, F, P, R, or M to precede the 6 digits.

How to search for an AD number:

- Pack the number eliminating all spaces and punctuation and any characters after the 6 digit number.
- For this site, AD denotes an accession number and is considered part of the number for searching.
- All AD numbers consist of a total of nine alphanumeric characters. This site adds the leading 0 (zero) to the older documents. You may find AD numbers listed in other documents without the leading 0 (zero) but to search this site, you must add the 0 (zero).

Examples:

- Enter AD786753 as **AD0786753** (Zero has been added before the 6 digits)

- Enter AD-A346 513 as ***ada346513***
- Enter A000009 as ***ada000009***

Nesting

To combine similar concepts together, enclose or nest them in parentheses.

Examples:

- ***(3d or 3-d or “3 dimensional” or “three dimensional”) and (imaging or display)***

This will create a set containing any of the terms ***3d, 3 d, 3 dimensional*** or ***three dimensional*** and another set containing either of the terms ***imaging*** or ***display***. The two sets will be combined so that at least one of the terms from each set appears in the citation.