

Searching DTIC Collections - Tips to Start You Searching

Register for **Private STINET** - <http://www.dtic.mil/dtic/registration/>
 Public STINET – Public Release Information Only – <http://stinet.dtic.mil>

Case

There is no case sensitivity. A search using all upper, lower or mixed case will retrieve the same results.

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.

NOTE: Pack the number eliminating all spaces and punctuation.

NOTE: For this site, AD denotes an accession number and is considered part of the number for searching.

NOTE: All AD numbers consist of a total of nine alphanumeric characters. Private STINET adds the leading 0 (zero) to the older documents, but it is the only site that uses the leading 0 (zero).

- Before Nov 1974, AD numbers did not use a preceding alpha character but consisted of 6 digits.
- After November 1974, AD numbers used A,B,C,D,E,F,P,R, and M to precede the 6 digits.
- For documents added before November 1974 a 0 (zero) is added before the six digits and must be used to retrieve these documents.

Enter AD-A346 513 as **ada346513**

Enter AD786753 as **ad0786753** (Zero has been added before the six digits.)

Enter A000009 as **ada000009**

Find an Author

To enter a search, **Use No Punctuation** and **Invert the Name**.

- Smith entered as **smith** will return all authors with last, first or hyphenated name **Smith**.
- R. Smith entered **smith r** will return all authors with last name **Smith** and first initial **R** and will disregard any middle name or initial
- Robert Smith entered **smith robert** will return all authors with last name **Smith** and first name **Robert** and will disregard any middle name or initial.
- Robert J. Smith entered **smith robert j** will retrieve all authors with the last name **Smith** and the first name **Robert** and the middle initial **J**.

To find all versions of a name, it is recommended to use this broad search and leave out the middle initial since the author may not have used it.

- *smith r <or> smith robert*

<i>Smith, R. S.</i>	<i>Smiths, R.</i>	<i>Smith, R. Daniel</i>
<i>Smith, R.D.</i>	<i>Smith, R.Daniel</i>	<i>Smith, Robert</i>
<i>Smiths, Robert</i>	<i>Smith, Robert Q.</i>	<i>Smith, Robert Dale</i>

NOTE: Authors vary the form of their name on different publications and are entered "as is" on submitted documents. Search an author's name more than one way.

NOTE: In most cases, you cannot use truncation (*) on initials to search author variations.

NOTE: Searching the single name Gregory will look for that name as both a first and last name.

Logical Operators (Boolean)

All Boolean and system operators should be surrounded by left and right angle brackets (<>). The operators are not case sensitive.

- **<and>** operator finds documents that contain all the search terms specified in the search query.

computer <and> laptop or *computer <AND> laptop*

- **<or>** operator finds documents that contain at least one of the search terms specified in the search query.

nation <or> region or *nation <OR> region*

NOTE: The character "," (comma) can be used in place of **<or>**

cat <or> dog is the same as *cat, dog*

- **<not>** operator excludes documents containing the word following the **<not>** operator. Using it will exclude irrelevant documents from a search. For example, a search about financial institutions might include results on river banks.

bank <not> river

NOTE: By default, AND, OR, and NOT are interpreted as Boolean operators with or without the left and right brackets.

computer <and> laptop (recommended)
computer and laptop (works but not recommended)

NOTE: If you need to search for the actual words AND, OR or NOT, they must be surrounded by double quotes (" ").

research "and" development or *"research and development"*

Phrases

Terms not separated by an operator are treated as a phrase.

No punctuation or operators are needed to search phrases. There are no 'stop words'. Quotes are not needed around a phrase as the use of quotes in this system turns off stemming (SEE BELOW).

- **radar cross section** will return hits that have these three words together as a phrase. Even if all three words appear somewhere in a document, it will not return the document if they are not together as a phrase.

Punctuation

Punctuation marks are treated as white space, i.e., spaces. The system ignores most punctuation but it is recommended to always replace punctuation with a space.

NOTE: Beware of the period (.) or decimal point (.) in abbreviations.

Exception: Keep periods not followed by spaces.

- Task 3.2.5 Search as **Task 3.2.5**

But replace periods followed by spaces with **<and>**

- S.O.W. Task 3.2.5. Search as **S.O.W <and> Task 3.2.5**

Terms which use punctuation are searched as phrases.

- **air to air** will retrieve hits for *air-to-air* and *air to air*.
- **R D** will search as *R D* and will retrieve *R&D, R+D, R/D, etc.*
- **F 14** will search as *F 14* and will retrieve *F-14, F 14, F/14* but not *F14*.

NOTE: Words like on-line/online and anti-terrorism/antiterrorism should be searched with both spellings.

- **on line <or> online or anti terrorism, antiterrorism**

Stemming

By default, search terms will be stemmed unless surrounded by double quotes (" "). Stemming expands the search to include all linguistic variations of the word. When you submit a single word query, the system search engine finds documents that not only match the term you entered, but also stemmed variations of the term.

- **meet** will retrieve hits for *meet, meets, meeting*.

You can always restrict the search to the term itself by enclosing it in double quotation marks.

- **"meet"** will retrieve hits only for *meet*.

NOTE: 3-letter words will not stem.

- To include the plural of **gun**, you must search **gun <or> guns**.
- **gun*** will retrieve *gunfighter, gunner, gunship, gunshot, etc.*

Wildcards and Truncation

- ? (Question Mark) Specifies exactly one alphanumeric character and can be used anywhere in a word.

defen?e will return hits for *defense* and *defence*.

?at will return hits for *cat, bat, mat, etc.*

mine? will return hits for *mined* or *mines* but NOT *mine*.

- * (Asterisk) Specifies zero or more alphanumeric characters. It can be used anywhere in a word, but is usually used at the very beginning or end of a word.

tru* will return hits for *truck, truth, trucks, trucking*.

***at** will return hits for *at, cat, heat, format, diplomat, etc.*

Sort

The default is by Report Date with the most recent listed first. The maximum number of hits returned in a search is 1000. Each search page allows the searcher to change the sort criteria.

Formats (Private STINET only)

The default format for viewing records is the Full Citation (1F). There are additional format options available for all three databases (Technical Reports, Research Summaries, and IR&D) including a Custom Format.

Search Strategy Assistance
703.767.8265 or DSN 427.8265
Email: private-stinet@dtic.mil
cparker@dtic.mil
apedrick@dtic.mil

Training Schedules & Registration
703.767.8224 or DSN 427.8224
<http://www.dtic.mil>
Training under DTIC from A-Z
Email: training@dtic.mil

Private STINET Registration
703.767.8273 or DSN 427.8273
<http://www.dtic.mil>
Registration under DTIC from A-Z
Email: reghelp@dtic.mil