

Advanced Search

Adobe Reader 6.0 supports many advanced search options and techniques. The following four pages are taken directly from the Adobe Reader Help file. In them you will find information on using some of these options and techniques in your search.

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If you need more help, choose “Adobe Reader” Help from the Help menu.





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Doing a simple search of a document

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You use the Search PDF pane to find a word, series of words, or part of a word in the active Adobe PDF document.

To search for words in a document:

1. Select or open the document you want to search.
2. On the toolbar, click the Search tool , or choose Edit > Search.
3. Type the word, words, or part of a word that you want to search for.
4. Select any of the following to apply to your search:
 - Whole Words Only finds only occurrences of the complete word you enter in the text box. For example, if you search for the word *stick*, the words *tick* and *sticky* will not be highlighted.
 - Case-Sensitive finds only occurrences of the words that are in the case that you typed.
 - Search in Bookmarks searches the text in the Bookmarks pane as well as the text in the document. Occurrences in the Bookmarks pane appear at the top of the list and are identified with a different symbol  than occurrences in the document .
 - Search in Comments searches the text in the Comments and in the document text. Instances in the Comments text are listed in the search results with a comment icon , the search word, and either a word or two of context, and so on. The order in which the occurrences appear is related to their location on the document pages.



Note: The above options are also available in the advanced Search PDF pane.

5. Click Search. The results appear in page order showing a few words of the context in which the search appears.
6. Click an item from the list.

Note: Adobe PDFs can have multiple layers. The Search feature automatically searches all layers. If the results include an occurrence on a layer that is hidden, when you select that instance an alert message asks if you want to make that layer visible.



During the search, you can click a result to go to that instance or you can use the Search keyboard shortcuts to navigate the results without interrupting the search. (See [Keys for general navigating.](#))

7. Continue clicking items in the results list, or choose Edit > Search Results > Next Result to see the next occurrence in the document. You can also use the Back  and Next  buttons to move forward and backward through search panes.



Interrupting searches

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You can halt the progress of a search. This cancels any further searching and limits the results to the instances already found. It does not close the Search PDF pane or delete the results list. After you stop a search in progress, you cannot resume it. If you want to see more results, you must run a new search.

To interrupt a search:

Click the Stop button under the search progress bar.

Note: Do not try to use the Done button to clear the current search results. Done has a different function. (See [Closing the Search PDF pane.](#))



Using advanced search options

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The advanced Search PDF pane offers more options for targeting the exact appearances of the words that you want to find. These options can either broaden or restrict your search results.

To search with the advanced Search PDF pane:

1. At the bottom of the Search PDF pane, click Use Advanced Search Options.
2. Type the word or words that you want to find.
3. For Return Results Containing, choose one of the search options.
4. For Look In select The Current PDF Document.
5. For Use These Additional Criteria, select the options that you want to apply to your search. For details, see [Understanding advanced search options](#).
6. Click Search. To review the results list, use the techniques described in [Doing a simple search of a document](#).

Note: If the results of a search are too numerous or too few to be helpful, you can run your search again using different criteria.



You can set a preference to have advanced search options open instead of the basic search options open when you click Search. (See [Setting Search Preferences](#).)

Understanding advanced search options

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Use the advanced search options to define specific search criteria.

For Return Results Containing, you can choose one of the following options:

Match All of the Words

Searches for instances that contain all your search words, but not necessarily in the same order as you typed them. For example, if you typed **of each**, the results would include instances of *of each* and *each of*. This option is available only for multiple document searches or index definition files.

Match Exact Word or Phrase

Searches for the entire string of characters, including spaces, in the order in which they appear in the text box. For example, if you typed **Adobe Acrobat** as the words you want to find, the results would list only instances of *Adobe Acrobat* (both words, next to each other, and in that order).

Match Any of the Words

Searches for any instances of at least one of the words typed. For example, if you typed **each of**, the results would include any instances in which either one or both of the two words appeared: *each*, *of*, *each of*, or *of each*.

Boolean Query

Searches for terms or phrases you indicate using Boolean operators. This option is available only for searching in a designated location, not for single-document searches. (See [Using boolean queries in multiple-document searches](#).) (This option is not available in the minimal version of Adobe Reader 6.0.)

Under Use These Additional Criteria, you can choose as many of the options as you want. If you select more than one option, the results list includes instances that match all of the selected criteria only. For example, if you select Whole Words Only and Case Sensitive for a search of the word *Color*, the results will not include instances of *color* or *Colors*.

For Use These Additional Criteria options, choose from the following:

Proximity

Returns only documents that contain multiple words in which the words are close to each other. For example, if you are searching for the words *Adobe printer*, proximity will find all instances of the search that contain the words *Adobe* and *printer* but the maximum number of words between them is not more than 900 words. This option is only available for multiple document searches or index definition files, and if Match All of the Words is selected. (This option is not available in the minimal version of Adobe Reader 6.0.)

Stemming

Finds words that contain part (the stem) of the specified search word. This option applies to single words, and phrases when conducting a search in the current PDF, Find in Folder, or Adobe Reader indexes. For example, in English, stemming will find instances of the search word that end in *ing*, *ed*, *x*, *ion*, and so on, but not *er*. This option is not available when conducting searches for phrases in indexes created with Acrobat 5.0 or earlier. (This option is not available in the minimal version of Adobe Reader 6.0.)

Note: You cannot use wildcard characters (*, ?) in stemming searches.
