How to search the Knowledgebase archive

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How to search the Knowledgebase archive

The Knowledgebase archive search and browse tools are loacated at the bottom of the Knowledgebase archive page.

How to search the Knowledgebase archive

- 1. Enter the search term e.g. *adoption* in the text field below the Search KB archive heading and click the *Search* button.
- 2. A list of metadata items matching the search term will be displayed.
- 3. The item name is hyperlinked, clicking it will open the PDF document in your internet browser.

The Knowledgebase archive search will not find a string of text. e.g. *ado* will not find the item *adoption*. If you do not know the complete term you are searching for, use an asterisk (*) after the first few letters of the term. e.g. *ado** would find adoption, adopt and adolescent.

How to browse the Knowledgebase archive

- 1. Click on any letter of your choice from the alphabet wheel.
- 2. A list of all the metadata items begining with the letter clicked will be listed. The listing includes the version number, sector and the date on which the item was superseded.
- 3. The metadata item name is hyperlinked, clicking it will open the PDF document in your interent browser.