



# Oregon Administrative Rules Database (OARD) Text Search FAQ

The following questions and answers apply to the *Rule Text Search* function in the OARD:

<https://secure.sos.state.or.us/oard/ruleSearch.action>

## Oregon Administrative Rules

### Current Rules Search

^ Browse By Chapter

^ Quick Search By Rule Number

^ Rule Text Search

Filter By Chapter

Select a Chapter...

Search By

Exact  Contains  Exclude

Exact  Contains  Exclude

Exact  Contains  Exclude

All must match (AND)  Any matches (OR)

Search Reset

#### **Which rules will I be able to search?**

The text of all permanent and temporary rules that are in effect at the time of the query can be searched.

#### **What information can be searched other than rule text?**

Agency (OAR chapter) names and rule division names may be searched, as well as rule numbers, titles, and statutory (ORS) citations associated with the rules.

#### **Do I need to type “ORS” before a statute to search for it?**

No, just type the number, such as “316.045.” Many statute numbers in rules are not preceded by “ORS.”

#### **How does the chapter filter work?**

## OARD Text Search FAQ

<p>When you select a chapter from the dropdown list, only the rules in that chapter will be searched.</p>
<p><b>Can I select more than one chapter in the filter?</b></p> <p>No, only one chapter can be selected at a time.</p>
<p><b>Do I have to select a chapter in the filter to search rules?</b></p> <p>No, if you do not select a chapter, all the rules will be searched.</p>
<p><b>What is required to execute a search?</b></p> <p>At least one “Search by” field must contain a search term for the search to execute.</p>
<p><b>What is the minimum number of characters I can enter in a search field?</b></p> <p>The minimum is 3 alphanumeric (alphabetic or numeric) characters.</p>
<p><b>What if I want to search for a two-character term such as “ID”?</b></p> <p>Typing only “ID” won’t work, but you can add another word to the field, such as “ID card.”</p>
<p><b>Can I search for text in filing receipt copies?</b></p> <p>No, but the copies themselves can be searched through the OARD filings search.</p>
<p><b>Can I search for text in proposed rules?</b></p> <p>No, but proposed rules can be viewed in notices found in the monthly Oregon Bulletins or by using the OARD filings search.</p>
<p><b>Do I need to enter words in exact upper and lower cases to get a result?</b></p> <p>No, the search is not case sensitive.</p>
<p><b>Can I search the text in PDF tables and other attachments linked at the end of certain rules?</b></p> <p>No, but these attachments are viewable when their associated rules are displayed.</p>
<p><b>What is the difference between the “Exact” and “Contains” search options?</b></p> <p>“Exact” looks for words exactly as they’re entered in the search fields. If “fish license” is entered when the “Exact” option is selected, then rules that contain the exact phrase will be returned.</p> <p>“Contains” looks for variations of words entered in the search fields. If “fish license” is entered when the “Contains” option is selected, then rules containing the words fish, fishing, license, licensed and licenses will be returned.</p>
<p><b>What does the “Exclude” option do?</b></p> <p>Words typed into a field with the “Exclude” option selected will be excluded from the search results. If “fishing” is entered into one search field with the “Exclude” option checked, and “license” is entered into another field with the “Exclude” option not checked, then rules that contain the word “fishing” will not be returned and rules that contain the word “license” will be returned in the results.</p>
<p><b>What is the difference between “AND (All Must Match)” and “OR (Any Matches)?”</b></p> <p>“AND (All Must Match)” tells the search to return rules that contain ALL search words entered. If “fishing” is entered into the first search field and “license” into the second search field, then rules that contain both words will be returned.</p> <p>“OR (Any Matches)” tells the search to return rules that include ANY of the search words entered. If “fishing” is entered into the first search field and “license” into the second search field, then rules that contain the word “fishing” and rules that contain the word “license” will be returned by the search.</p>

## OARD Text Search FAQ

### What are noise words and how do they impact the search?

Noise words are commonly used words that are not useful because they cause too many search results.

Below are words and word parts that are ignored by the text search because they create too much “noise.”

Mr	because	has	is	only	than	to	whose
Mrs	been	have	it	onto	that	too	why
Ms	both	having	its	or	the	until	will
a	but	he	just	our	their	ve	with
all	by	her	ll	ours	them	very	would
almost	can	here	me	s	then	was	yet
also	could	hers	might	shall	there	we	you
although	d	him	my	she	therefore	were	your
an	did	his	no	should	these	what	yours
and	do	how	non	since	they	when	
any	does	however	nor	so	this	where	
are	either	i	not	some	those	whether	
as	for	if	of	still	though	which	
at	from	in	on	such	through	while	
be	had	into	one	t	thus	who	

### Since it’s the same as “or,” is Oregon’s state abbreviation “OR” considered a noise word?

Yes, but typing an address like “Salem, OR” may return desired results because in this case OR is treated like a wildcard character and will return rules that include the word “Salem.”

### Can I use special characters in my search, such as @ in an email address?

Yes, special characters will be treated as part of the search word. Exceptions: \_ (underscore) and % (percent) used as wildcard characters. (See next FAQ.)

### What are wildcards and how do they work?

Both \_ and % are wildcard characters that represent 1 or more characters. Typing \_ (underscore) represents 1 character. Typing % (percent) represents 1 or more characters. Wildcards only work with “Contains” searches.

Examples of wildcards used in a “Contains” query:

Fish% returns rules that contain fished, fishing, fishes, fishery, fisheries, fishnets, fishline, fishers

%fish returns rules that contain silverfish, jellyfish, swordfish, dogfish, catfish, starfish

%speak% returns rules that contain unspeakable, speaking, speaker

St\_ck returns rules that contain stock, stack, stick, stuck

Licen\_e returns rules that contain license and licence

### What is stemming and is it used in the text search?

Yes, stemming is used in “Contains” searches.

## OARD Text Search FAQ

According to Oracle Text, “stemming enables you to match words with the same linguistic root. For example, a query on *speak*, expands to search for all rules that contain *speak*, *speaks*, *spoke*, and *spoken*.”

### **Why are my search words sometimes not highlighted in the search results?**

The 3<sup>rd</sup> party search tool used for this search doesn't guarantee that all search terms will be highlighted.

### **Are the search results displayed in particular order?**

Search results are displayed in the order of relevance. What this means is that rules that have many hits on search terms will be displayed before rules that have fewer hits on search terms.