Text Searches in Security Risk Management

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- Text search terms must be in their complete forms to return results. For example, searching for "accident" will return "accident", but searching for "Acc" will not return any results.

- If a word or phrase is separated by spaces, hyphens, parentheses, or other non-alphabetical or numeric characters, searching for a separated portion of that phrase will return applicable search results. For example, searching for "John" will return "John Doe." Likewise, searching for "double" will return "double-check".

- If a phrase contains a mix of words and numbers that are separated by spaces, hyphens parentheses, or any other non-alphabetical or non-numeric characters, searching for a portion of that phrase will return applicable search results. For example, searching for "Doe" will return "John Doe (555) 555-5555."

- Searching for a root word will return that root word and its related forms. For example, searching for "accident" will return "accidental," "accidentally," "accidents," etc.

- Search terms are not case-sensitive.

- Stop words (words that are considered unimportant by the search tool) are automatically removed from the search terms. Examples of stop words include:
    - "a"
    - "an"
    - "and"
    - "are"
    - "as"
    - "at"
    - "be"
    - "but"
    - "by"
    - "for"
    - "if"
    - "in"
    - "into"
    - "is"
    - "it"
    - "no"
    - "not"
    - "of"

- "on"
- "or"
- "such"
- "that"
- "the"
- "their"
- "then"
- "there"
- "these"
- "they"
- "this"
- "to"
- "was"
- "will"
- "with"

- Searching for words in possessive form will return both the possessive and non-possessive form of the word. For example, searching for "John's" will return both "John's" and "John."

- If searching for words with special characters or accents, you must include the special character or accent in the search. For example, searching for "Joël" will return results, while searching for "Joel" will return no results.