

## How to Search WorkCompCentral.com A Guide

WorkCompCentral's new website has an amazing search function that many people are unfamiliar with. We have a vast amount of information on our website, and we don't want searching through it all to be difficult for you. We hope this guide will help you understand how to better use our search tools to your advantage.

1. Start here – Enter your search term(s) and click on the magnifying glass. For the purpose of this example, we'll use "national football league."



2. This should be the page that appears. We'll focus on just the Search Results section of the page.





3. Notice that we have 94 results. That's a lot of information to look through. I'm looking for a particular News story on the National Football League. I don't have time to read through all of this!

I'll use the boxes that have been highlighted in blue to help me filter out my results.

national footba	Il league
✓ By State	Narrow by \$ Sort by \$ 10 \$
Al	Save this search Clear Search
AK	Save this search Clear Search
AZ	
AR	
CA	SSIONAL ATHLETES.
CO	
CT	ommissioner by rule shall establish the procedures and requirements
DE	tion, c In this section professional athlete means a person employed
DC	a franchise of 1 the National Football League
FL	a nanonios or rano nanonar rootban zoagae
GA	
н	lavers now Suing NFL over Concussions
ID	
	ars quarterback Ken Stabler joined the more than 2400 former players
IN	League for failing to protect them from the longterm effects of repeat
IA	isted Bross reported Stabler who led the Baiders to a 2014 victory
KS	lated Fless reported. Stabler who led the Raiders to a 3214 victory
KY	
	m Not League Liable for Lineman's Neck Injury
ME	in, not cougue , claste for chemans nook injury
MD	Costball League is not lighte for injuries suffered by a former offensive
MA	for the Denid City Bed Dage eccepting to a ruling from the Couth Dely
MI	for the Hapid City Hed Dogs according to a ruling from the South Dak
MN	ign court affirmed a decision concluding that the Hed Dogs was the of
MS	
MO	Players' Comp Cases to Ga
MT	st layers bonip bases to da.
National	Li esque and the Atlanta Folgens have filed quit eaching to move up
NE	League and the Atlanta Facons have filed suit seeking to move wo
NV	lied by nine former players in California to a federal court in Georgia. I
NH	alcons v. The National Football League Association No. 112cv753
NI	
NM	Team Pute PEO Under Contract
NY	ream ruis reo onder oontract
NC	
ND	organization PaySourceUSA announced Friday it will be under contra
OH	he Arizona Rattlers of the Arena Football League. The Dayton Ohiob
OK	organization PEO said it will provide human resources workers
OR	
PA	Council Armuna in Fourier of Obains of Low Dravision
RI	Council Argues in Favor of Choice of Law Provision

4. First, I am going to filter by state. I'm looking for something from California, my default state.

 Now that I've narrowed down my search results by state. I want to filter out the type of information I need. I can choose news, WCAB panel opinions, cases, Sullivan on Comp, etc. I need a News article, so that's what I'll click on.



6. Next, I'm going to go ahead and sort through my results. I want a recent article, so I'll sort by "Time." If I sorted by "Reverse Time," I would get the articles in reverse chronological order. Sorting by "Score" and "Reverse Score" arranges the results by highest rated by users first or lowest rated by users first, respectively.



7. I can also choose how many results I want displayed on the page. If I have 100 results, I may not want to go page by page, seeing only 10 at a time. I only have 20 results, though, so I'll leave it at 10 for now.

SEARCH RESULTS	
national football league 5   My default: CA Image: Comparison of the set o	Q OR OR BOOL
20 Results <u>NFL Sues Insurers for Failing to Defend against Concussion S</u> 08/17/2012 The National Football League has filed a lawsuit against 33 insurance car breached their duty to defend the league in 143 lawsuits filed by former foo wives because of alleged injuries. The league alleges the insurers have faile	Suits riers alleging they tball players and their ed to honor the
Labor Agreement Requires Titans Player to Pursue Claim in T 08/07/2012 pain and disability from injuries incurred during his career as a professional alleged the disability occurred while he was employed by the National Food locations during his career and did not allege any specific injury in California	<b>Tenn.</b> football player. He tball League at various a.An
No Judicial Review of Split WCAB Decision in Oakland Raide 04/13/2012 Gilbert played football for four teams during his 11season career in the Nat The Los Angeles Rams drafted Gilbert in the first round of the 1992 NFL dra four seasons playing for the franchise. Gilbert joined the Washington Redsk 1996	ers Case ional Football League. aft and he spent the next ins for one season in
<u>NFL Sues to Move Players' Comp Cases to Ga.</u> 03/21/2012 The <b>National Football League</b> and the Atlanta Falcons have filed suit seed compensation cases filed by nine former players in California to a federal co complaint in Atlanta Falcons v. The <b>National Football League</b> Association	king to move workers&3 ourt in Georgia.The I No. 112cv753
Federal Court Mulling Motion to Dismiss in NFL Brain Injury S 02/07/2012 A federal judge will consider motions to dismiss one of the largest suits aga Football League on March 19 at 10 a.m. in downtown Los Angeles. The U. Central District of California will conduct a hearing on the NFL&39s and Rid	uit ainst the <b>National</b> S. District Court for the dell&39s motions
Raiders Challenging Split Panel Decision on Apportionment 01/10/2012	

- 8. I found my news story! "No Judicial Review of Split WCAB Decision in Oakland Raiders Case." I knew there was a story about the Raiders that I read a while back. Now I can save my search, in case I ever forget the title again, or clear it out to search for something new. What a time saver!
- 9. As an aside, you may have noticed the following next to the magnifying glass:



These are different ways to search. For any of the search tools listed, enter the search term, click on the style of search you want to use, and CLICK on the magnifying glass in order to bring up your results.

Here's an explanation of the different types:

"And" searching – Tells the search function to look for all of the words that have been included in the search. If I look up [national football league wcab], I get 21 results. Not all of my results will have to do with NFL and WCAB, but they will have "national," "football," "league," and "wcab" in the article.

**"Or" searching** – This function widens your search options. You are essentially telling the search function to look for "national" OR "football" OR "league" in the search. Your results will have at least one of the words in article. If you search [national football league] by "OR," you will get 12,816 results.

**"Boolean" searching** – This is a unique and helpful way to search our database. Boolean searching runs off of three key words: AND, OR, and NOT. To Boolean search, put key words in quotation marks (i.e. "national") and use AND, OR, and NOT to filter out searches. Try these searches to see what comes up:

- a. "national" NOT "football" AND "league"
- b. "national football league" AND "wcab"
- c. "national" OR "football" AND "wcab"

For any of the search tools listed, enter the search term, click on the style of search, and CLICK on the magnifying glass in order to bring up your results.