

SharePoint 2010 Keyword Query “Cheat Sheet”

A complete on-line reference is available at <http://msdn.microsoft.com/en-us/library/ee558911.aspx>

Searching For...	Keyword	Example	Description
General	Text	Training	Search for items containing “Training”
	Wildcard	Train*	Search for items like “Training” and “Trainer”
	Phrase	“Training Room”	Search for the exact phrase
Documents	IsDocument	Training IsDocument:1	Returns documents containing “Training”
	FileExtension	Training FileExtension:docx	Returns Word documents containing “Training”
	Author	Author:Cox IsDocument:1	Returns documents authored by “Cox”
	Title	Title:Training IsDocument:1	Returns documents with “Training” in the title
People	Lastname	Lastname:C	Returns all people whose last name starts with “C”
Tasks	contentClass	contentClass:STS_ListItem_Tasks	Returns all task items
Events	contentClass	contentClass:STS_ListItem_Events	Returns all calendar events