

# McAfee Archive Search - Guidelines and Best Practices

Author:  
Webservio Inc.

Created On: 13 Nov 2013 1:48 PM

---

## Best Practices:

- » Narrow search results by completing as many fields as possible. This will return search results that match all of the values given and can be extremely helpful when searching large archives
- » Combine additional fields with a Message Text search to filter the results in a "Phrase," "Any Word," or "All Words" search.
- » You can not use wildcards when selecting "Phrase"
- » For option definitions, click "Help" in the interface

## General Rules

- » Leading wildcards are ignored (\*rchive) or (?ome) when performing a phrase search but are allowed on word searches
- » Trailing wildcards are allowed (archi\*) or (racin?)
- » Trailing wildcards in front of tokens are allowed. â€œp\*@archiveâ€• might return [paul@archive.com](mailto:paul@archive.com), [pat@archive.org](mailto:pat@archive.org) and [pam@archive.net](mailto:pam@archive.net)
- » Multiple terms in a single field (where supported) can be separated by a space
- » From and Recipient fields treat first and last names separated by a space as two separate search terms
- » Other special characters such as +, -, !, > etc. are allowed but are seen as plain text and can be used if needed
- » At least one term must be provided to return a result
- » Simple Search is the default search screen for all user roles
- » When searching for messages using the Control Console, you can search for and receive results for an unlimited number of messages
- » The search results can return an unlimited number of results. Its advised users use multiple search terms to minimize the number of returned messages
- » Multiple terms can be entered into most search fields, separated by a space. When this is done, operators indicate how the search engine should evaluate the terms:
  - » Exact Phrase - Multiple terms are evaluated as a single string
  - » Any Words - Any of the terms entered can result in a match. This is also the default operator applied to a field that supports multiple terms, but doesnâ€™t have a selectable operator
  - » All Words - All terms must match to return a result