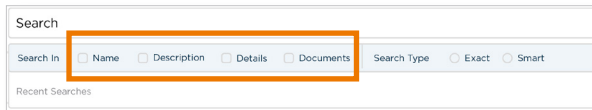


3 EASY WAYS TO SEARCH FOR PROJECTS AND COMPANIES

1 PROJECT INFORMATION FIELDS

Check any or all of the boxes for **Name**, **Description**, **Details**, or **Documents** for keywords found in Name **OR** Description **OR** Details across project titles, project IDs, solicitation numbers, sectors, project types, building uses, locations, and trades. The results will include keywords found in Name **OR** Description **OR** Details **AND** Documents.



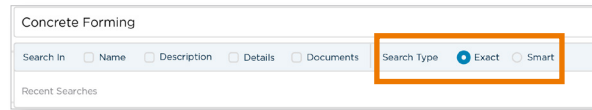
Search

Search In Name Description Details Documents Search Type Exact Smart

Recent Searches

2 EXACT OR SMART SEARCHES

Choose either an **exact search** or a **smart search** to refine your search results. An **exact search** will pull up projects that include the specific keyword or keyword phrase used (e.g., “concrete forming”). A **smart search** provides broader search results for the keyword (e.g., “concrete forming” plus related terms, such as “concrete forms” or “concrete form”).



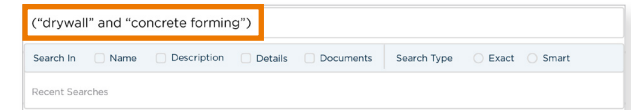
Concrete Forming

Search In Name Description Details Documents Search Type Exact Smart

Recent Searches

3 BOOLEAN SEARCHES

If you have multiple keywords you want to include in your search – say “drywall” and “concrete forming” – use a **Boolean search**. A Boolean search uses **AND** between keywords to ensure that it pulls results containing both “drywall” and “concrete forming”.



“drywall” and “concrete forming”

Search In Name Description Details Documents Search Type Exact Smart

Recent Searches

WHEN TO USE IT

ConstructConnect indexes information on over 400,000 projects and companies annually. Using the project information fields ensures that you find the information you need to take action on an invitation to bid – quickly and efficiently.

WHEN TO USE IT

Use an exact search when you already know the name of a project or company or are looking for very specific information (e.g., woodwork finishing). If you are finding too few results, try a smart search to include variants of your keywords (e.g., woodwork finishes, woodworking, finishing work) to get more projects opportunities to review.

WHEN TO USE IT

Boolean searches are best used for keywords that aren’t necessarily in the same documentation (e.g., ID # AND Johns Hopkins). To do a Boolean search, be sure to put quotations (“ ”) around each of your keywords so that each word is treated as a separate search (as if you had typed the word “or” between keywords). This ensures that you get the best match for that keyword or search phrase.