**Situation –** Increasing search results by using % the “wildcard” character.

**SMART**

**TIP**

Vendor Look-Up (Vendors>Vendor Information>Add/Update>Review Vendors):

![C:\Users\bbahr\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\A5PFMPBN\MC900433838[2].png]()

By selecting contains from the drop down and using “Fisher%” 289 results containing the word “fisher” are displayed.

Using 2 wildcard’s in a search:



By using “Fisher%Scien%” the results are narrowed down to 19.

**There are MANY instances where the wildcard can be helpful when searching in every module!!!**