



U. S. Government Printing Office

Federal Digital System (FDsys) Search User Manual

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1. Introduction

1.1. Learning Objectives

The purpose of this user manual is to provide an introduction to GPO's Federal Digital System (FDsys) and guidance on how to access Federal Government publications through FDsys.

After reading this user manual, you will be able to

- Understand what FDsys is and how it works,
- Access the publications and information you're looking for with FDsys, and
- Conduct various types of searches and narrow your results.

Additional information, including the following topics, is only available in FDsys Help at <http://www.gpo.gov/help>:

- What's Available?
- Policies
- Still Need Help?

1.2. Government Printing Office (GPO)

1.2.1. History and Mission

The core mission of the U.S. Government Printing Office, to inform the American public, dates back to 1813 when Congress determined the need to make information regarding the work of the three branches of government available to all Americans. This is the inherent function of government which GPO carries out for Federal agencies on behalf of the public. GPO is the Federal Government's primary centralized resource for gathering, cataloging, producing, providing, and preserving published information in all its forms.

Many of our nation's most important information products, such as the *Congressional Record* and *Federal Register*, are produced at the GPO's main plant in Washington, D.C., a 1.5 million square-foot complex that is the largest information processing, printing, and distribution facility in the world, located just five blocks from the Capitol Building. In addition to the agency's production facilities, GPO procures between 600 and 1,000 print-related projects a day through private sector vendors across the country. The majority of the government's printing needs are met through a long-standing partnership with America's printing industry. GPO competitively buys products and services from thousands of private sector companies in all 50 states. It is one of the government's most successful procurement programs, assuring the most cost-effective use of the taxpayers' printing dollars.

Today, GPO is at the epicenter of technological change, embracing a historic mission while looking to the digital future. The approximately 2,250 men and women of GPO are dedicated to transforming the agency into a 21st century digital information processing facility.

1.2.2. Federal Depository Library Program (FDLP)

Established by Congress to ensure the American public has access to its government's information, the Federal Depository Library Program involves the acquisition, format conversion, and distribution of depository materials to libraries throughout the United States and the coordination of Federal depository libraries in the 50 states, the District of Columbia and U.S. territories.



The mission of the FDLP is to disseminate information products from all three branches of the Government to about 1,250 libraries nationwide. Libraries that have been designated as Federal depositories maintain these information products as part of their existing collections and are responsible for assuring that the public has free access to the materials provided by the FDLP. The U.S. Government Printing Office administers the FDLP and serves to provide this network of libraries with the tools they need to keep America informed..

1.2.3. GPO Access

GPO Access is a service of the U.S. Government Printing Office that provides free electronic access to a wealth of important information products produced by the Federal Government. The information provided on *GPO Access* is the official, published version, and the information retrieved from *GPO Access* can be used without restriction, unless specifically noted. This free service is funded by the Federal Depository Library Program and has grown out of Public Law 103-40, known as the Government Printing Office Electronic Information Enhancement Act of 1993. GPO's FDsys will replace functionality currently provided by *GPO Access*.

1.3. Federal Digital System (FDsys)

One mission of the GPO is to provide, in partnership with the Federal depository libraries, for perpetual, free, and ready public access to the print and digital publications of the Government. FDsys will allow Federal content creators to easily create and submit content which will then be preserved, authenticated, managed and delivered upon request.

In 2004, GPO reaffirmed its commitment to provide "perpetual, free, and ready public access to the printed and electronic documents ...of the Federal Government." This mission statement, articulated in *A Strategic Vision for the 21st Century*, established the foundation for the development of FDsys, GPO's system for digital preservation and access.

FDsys enables GPO to manage government publications from Congress and Federal agencies that are submitted to GPO in digital form, gathered from Federal Government Web sites, and created by scanning previously printed publications. Through FDsys, GPO is utilizing new technologies and methods for acquiring, authenticating, preserving, and providing access to government publications in digital form.

More information on the FDsys program is available on GPO's Web site at <http://www.gpo.gov/projects/fdsysinfo.htm>.

1.4. Preservation of Information

Digital preservation in FDsys will be accomplished in a trusted, secure environment built on the Open Archival Information System (OAIS) model, which takes a package-based approach to managing content. FDsys information packages are made of digital content and associated metadata, bound together by packaging information.

FDsys must be capable of supporting activities necessary to keep content accessible and usable. GPO's preservation strategies include:

- Refreshment (copying) of content to new media. Refreshment is the systematic transfer of stored digital information to newer, fresher media.
- Migration of data in formats or versions that are in danger of becoming or have become obsolete, to newer versions of that application or format. Migration is a process in which the underlying information is retained but older file formats and internal structures are replaced by newer.



- Emulation preserves the essential behaviors and attributes of digital objects by using current software to mimic the original environment.
- Hybrids of these approaches, or new approaches which have yet to emerge.

1.5. Authentication of Information

1.5.1. The Challenge

For almost 150 years, the U.S. Government Printing Office (GPO) has been the official disseminator of government documents and has assured users of their authenticity.

In the 21st century, the increasing use of electronic documents poses special challenges in verifying authenticity, because digital technology makes such documents easy to alter or copy, leading to multiple non-identical versions that can be used in unauthorized or illegitimate ways.

1.5.2. GPO's Charge

To help meet the challenge of the digital age, GPO has begun implementing digital signatures to certain electronic documents on *GPO Access* that not only establish GPO as the trusted information disseminator, but also provide the assurance that an electronic document has not been altered since GPO disseminated it.

The visible digital signatures on online PDF documents serve the same purpose as handwritten signatures or traditional wax seals on printed documents. A digital signature, viewed through the GPO Seal of Authenticity, verifies document integrity and authenticity on GPO online Federal documents, at no cost to the customer.

Currently, the following documents are signed in FDsys:

- Additional Government Publications (select documents)
- Budget of the United States Government (FY 2010 and 2011)
- Code of Federal Regulations (select years)
- Compilation of Presidential Documents
- Congressional Bills
- Congressional Directory
- Congressional Record (Bound Edition)
- Federal Register
- House Rules and Manual
- List of CFR Sections Affected
- Public and Private Laws
- Public Papers of the Presidents of the United States
- Senate Manual
- United States Code
- United States Government Manual
- United States Statutes at Large

1.5.3. How Does it Work?

GPO uses a digital certificate to apply digital signatures to PDF documents. In order for users to validate the certificate that was used by GPO to apply a digital signature to document, a chain of certificates or a certification path between the certificate and an established point of trust must be established, and every certificate within that path must be checked.

Validating Digital Signatures Presentations:

- [Adobe Acrobat 7.0](http://www.gpo.gov/help/adobe7.pdf) (<http://www.gpo.gov/help/adobe7.pdf>)
- [Adobe Acrobat 8.0](http://www.gpo.gov/help/adobe8.pdf) (<http://www.gpo.gov/help/adobe8.pdf>)



1.5.4. Requirements for Validating Digital Signatures

The following requirements must be met to validate PDF digital signatures.

- Adobe Acrobat or Reader 8.0 or 7.0
- Users must be connected to the Internet in order to have the ability to validate a digital signature on a PDF document. If a user is not connected to the Internet, the Certification Question Mark icon will display. Please see the Validation Icons section below for more information.

See Appendix B - Authentication Frequently Asked Questions for additional information.

1.6. Changes from GPO Access to FDsys

FDsys will, over time, replace and enhance current *GPO Access* functionality. Key initial enhancements will allow users to perform the following tasks:

- Easily search across multiple publications or collections of government publications from a single search box.
- Perform an advanced search against robust metadata about each publication from a single advanced search page.
- Construct complex search queries using advanced Boolean and field operators.
- Refine and narrow searches by applying filters, sorting search results, and searching within search results.
- Retrieve individual government documents and publications in seconds directly from each search result.
- View more information about a publication and access multiple file formats from a "More Information" Web page that is available from each search result.
- Access metadata or information about government publications in standard formats such as MODS and PREMIS.
- Download content and metadata packaged together as a single ZIP file.
- Browse for a specific government publications and browse within the publication using its table of contents.
- Utilize enhanced help options including context specific field level help and a searchable online help system.

Now that you have a better idea of what FDsys is, let's take a closer look at exactly what you can do with it.

2. Public Access

In the previous chapter, you were introduced to the basics of what FDsys is and how it works. This chapter will show you what FDsys has to offer you, as well as how and why FDsys is relevant to you.

2.1. What Can You Get Out of FDsys?

FDsys has something for everyone. There are many reasons why you would want to access the information available through FDsys. A few possibilities are:

- Students and teachers of all majors and fields of study can obtain valuable facts and statistics for their classes.
- Lawyers can keep up to date on precise details of laws.
- Journalists and bloggers can verify facts and re-disseminate information from an official government source.
- Independent public service organizations can obtain documents, reports, and statistics from agencies such as the Department of Health and Human Services, the Government Accountability Office, or the Environmental Protection Agency.
- Voters can research legislation that candidates have authored or contributed to while in Congress.
- American citizens can stay up to date on government activities.
- The public can gain a better understanding of the U.S. Federal Government and how it operates.

2.2. What Can FDsys Do?

FDsys provides free online access to official Federal Government publications. Through FDsys, you are able to

- Search for documents and publications
- Access metadata about documents and publications
- Download documents and publications in multiple renditions or file formats.

In many ways, using FDsys is similar to conducting a typical Web search. When you enter a search query, FDsys will locate relevant information for you, just as if you were using any other search tool. After inputting your search terms, you will be provided with a list of relevant results, which can be narrowed down and filtered.

3. Performing Searches

There are three methods to search for government publications in FDsys:

- **Simple Search**, which can be used to perform simple or complex queries,
- **Advanced Search**, which can be used to perform queries specifying dates, specifying one or more collections, and specifying up to 5 additional search criteria, and
- **Retrieve by Citation**, which can be used to retrieve a specific document from a specific collection.

These three search methods can be accessed from the U.S. Government Printing Office Home Page (<http://www.gpo.gov>) by clicking on the **FDsys – GPO Access** link in the upper left hand corner (Figure 3-1). This takes you to the FDsys Home page (Figure 3-2), which has:

- A **Search Box** for simple searches,
- An **Advanced Search** link, and
- A **Retrieve by Citation** link.

Figure 3-1 U.S. Government Printing Office Home Page

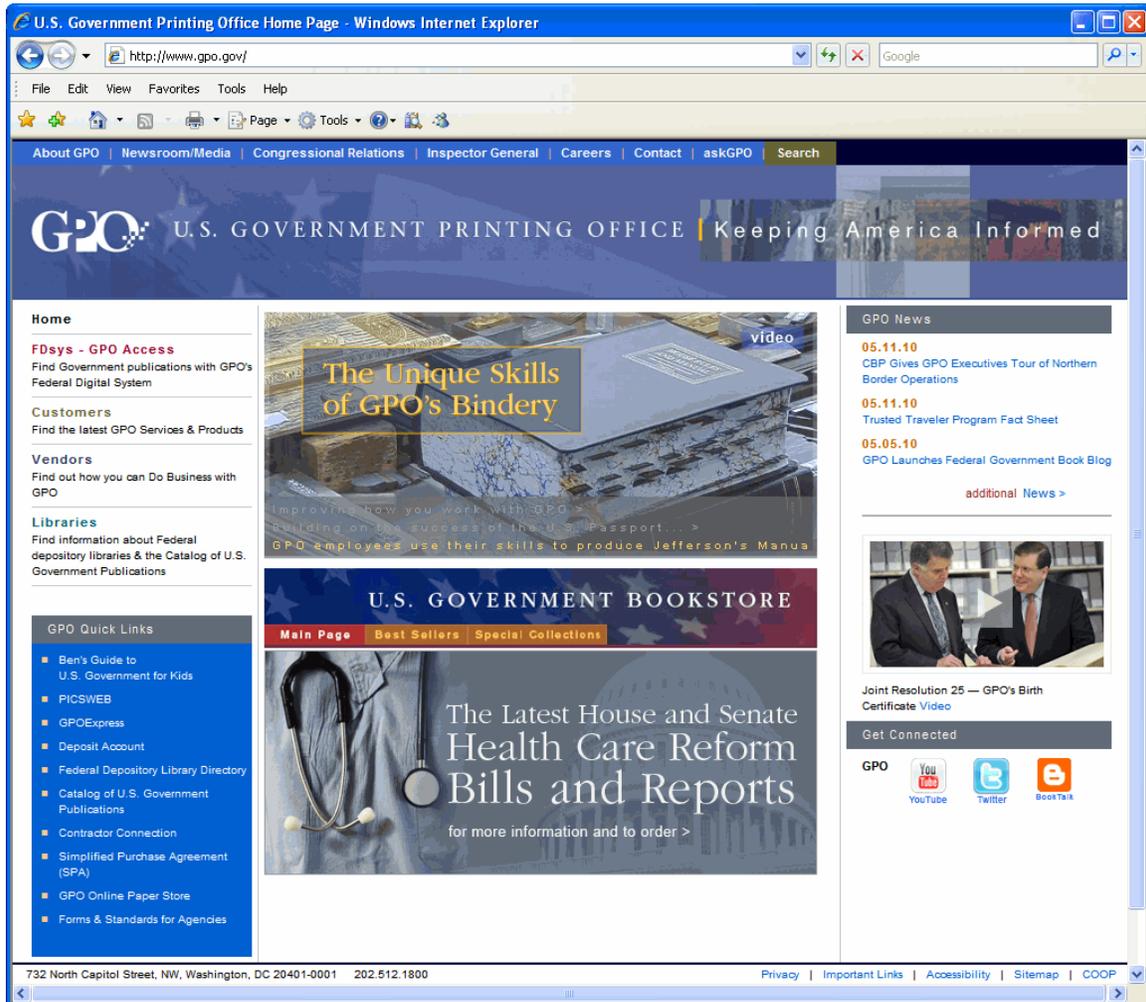
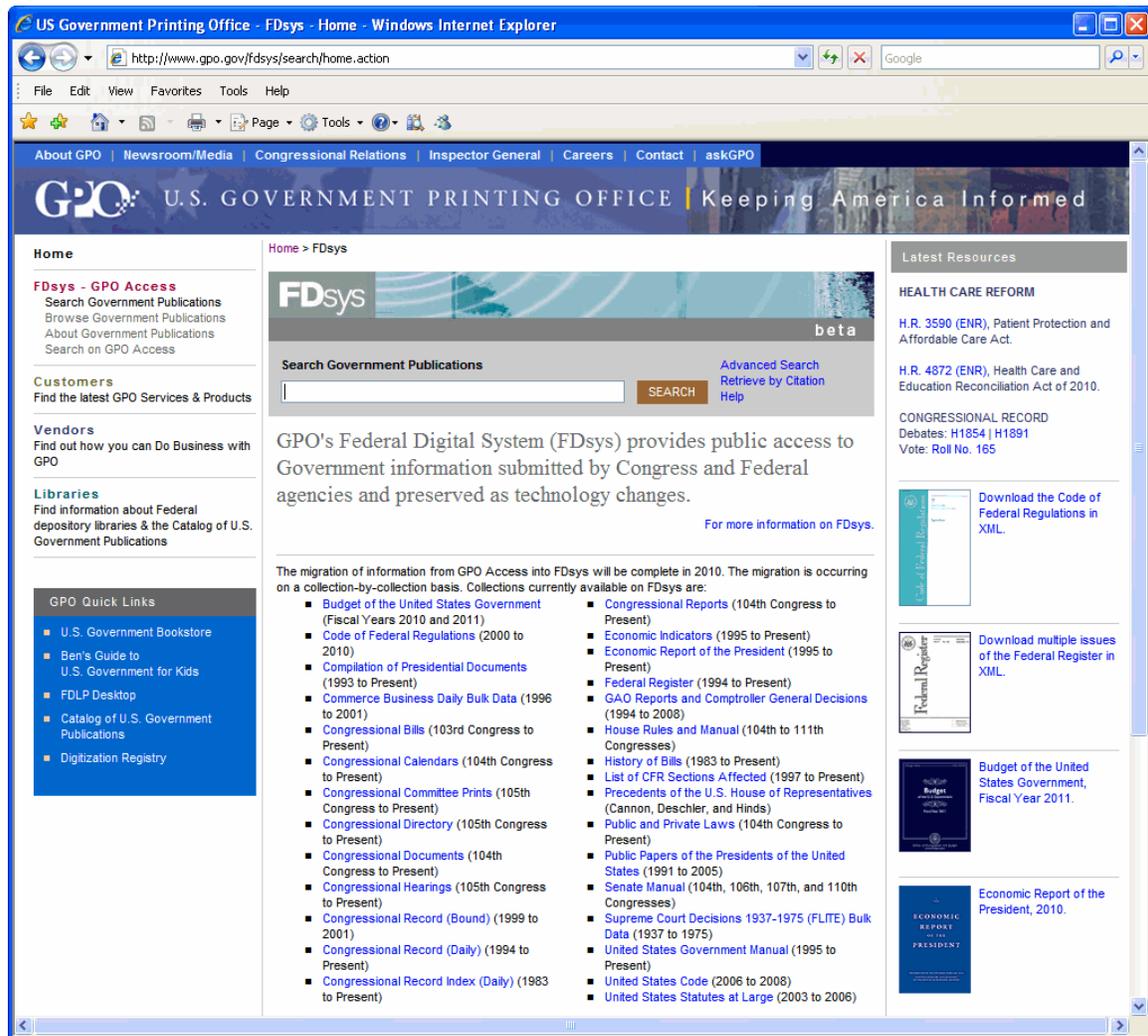


Figure 3-2 FDsys – GPO Access Home Page



These three search methods will be explored in the following sections. Each section will contain:

- **Description** -- The description of the search method or search operators that can be used,
- **Procedure** -- The step-by-step procedure for performing the search, and
- **Example** -- An example of actually doing a search with screen shots of each action step and the results produced.

3.1. Simple Search

Description

A **simple search** is one that uses a **Search Box** and is similar to typical search engines such as Google. It is simple in that all you have to do is enter keywords separated by spaces in the **Search Box**, and the search engine will search the metadata and full text of the government publications for all combinations of those keywords.

A **complex query** also uses the **Search Box** but is complex in that it uses a number of keywords that are separated by operators to narrow the search. Complex queries are covered in Section 3.4: Search Query Operators.

Procedure

- Step 1. Enter one or more keywords into the **Search Box**.
- Step 2. Click on the **Search** button.
- Step 3. View results on the Search Results page.

Example

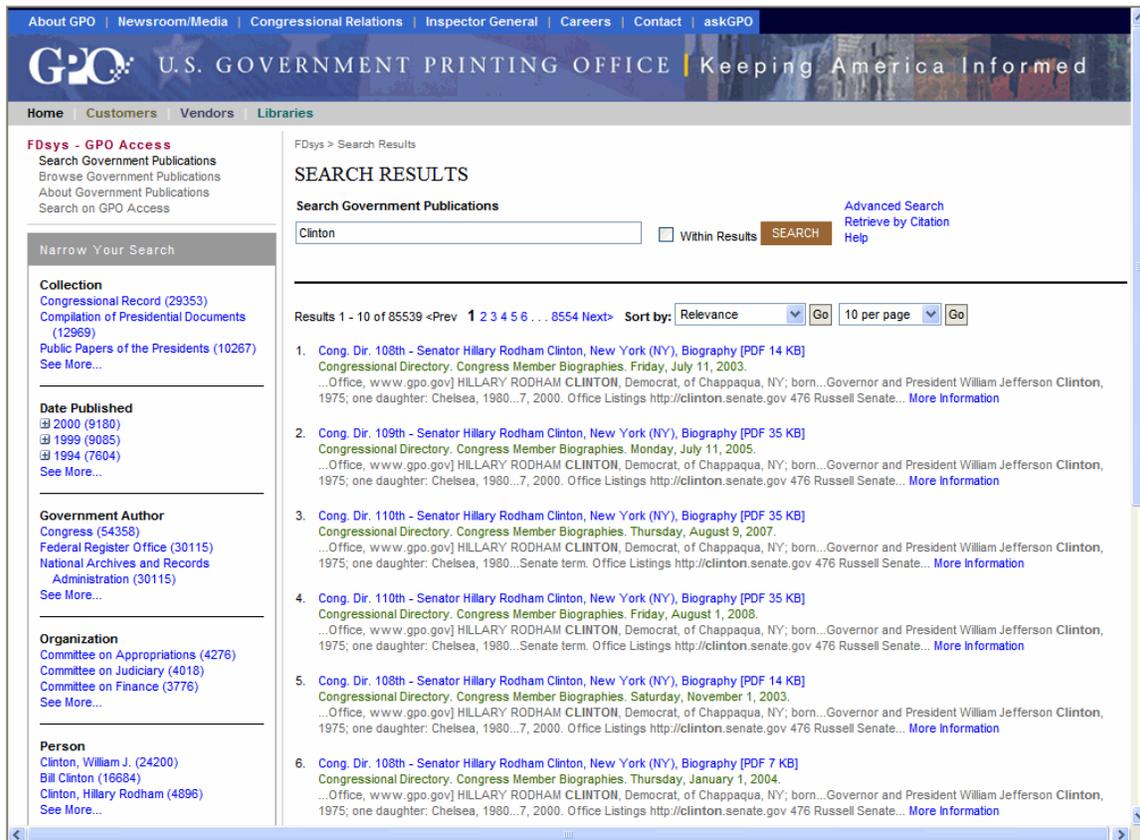
Find all documents that contain the keyword *Clinton*.

- Step 1. Enter *Clinton* in the **Search Box**.
- Step 2. Click on the **Search** button (Figure 3.1-1).
- Step 3. View results on the Search Results page that contains the keyword *Clinton* (Figure 3.1-2).

Figure 3.1-1 Simple Search



Figure 3.1-2 Search Results for Simple Search *Clinton*



From the Search Results page you can:

- View the various documents and information about those documents that have been retrieved,
- Filter the results by
 - Clicking on links within the Narrow Your Search panel, or
 - Specifying additional search criteria in the **Search Box**, or
- Abandon this search and select a new function to perform by clicking on the links under FDsys – GPO Access in the upper left hand corner, including
 - **Search Government Publications**,
 - **Browse Government Publications**, or
 - **About Government Publications**.

All of the functions that can be performed from the Search Results page are explained in Section 4, Search Results.

3.2. Advanced Search

Description

Advanced Search uses a form based on metadata (information about the documents) to construct a search query. The Advanced Search page allows you to

- Specify a date or date range,
- Select a collection, and
- Add up to five fields (e.g., author, title, keyword) and field values to narrow your search.

Procedure

- Step 1. Click on the **Advanced Search** link to access the Advanced Search page.
- Step 2. Specify the **Publication Date** using the drop down menus. The date options in the drop down menus are:
 - *All Dates*,
 - *Date is*,
 - *Date is after*,
 - *Date is before*, and
 - *Date is between*.
- Step 3. Select one or more **Collections** from the Available Collections panel and click on the **Add** button to move them to the Selected Collections panel.
- Step 4. Specify 1 to 5 search criteria to narrow your search by selecting the metadata field to look for in the **Search in** drop down menu on the left and the metadata value to look for in the **Search for** box on the right.
- Step 5. Click on the **Search** button and view your results on the Search Results page.

Example

To narrow your search from all documents containing the keyword *Clinton* to only those documents from the *Federal Register* that contain the words *Clinton* and *Environmental Protection Agency*, perform the following steps:

- Step 1. Click on the **Advanced Search** link near the **Search** button (Figure 3.2-1) to access the Advanced Search page (Figure 3.2-2).

Figure 3.2-1 Advanced Search Link

The screenshot shows the FDsys homepage with a navigation bar at the top containing links for 'About GPO', 'Newsroom/Media', 'Congressional Relations', 'Inspector General', 'Careers', 'Contact', and 'askGPO'. The main header features the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. On the left side, there are sections for 'Home', 'FDsys - GPO Access', 'Customers', 'Vendors', and 'Libraries'. The central area contains a search bar with the text 'Search Government Publications' and a search button. A red box highlights the 'Advanced Search Retrieve by Citation Help' link. Below the search bar, there is a description of the FDsys and a list of available collections. On the right side, there are 'Latest Resources' and 'Download' links for various documents.

Figure 3.2-2 Advanced Search Page

The screenshot shows the 'ADVANCED SEARCH' page. It features a navigation bar at the top with links for 'Home', 'Customers', 'Vendors', and 'Libraries'. The main content area includes a 'Publication Date' section with a dropdown menu set to 'All Dates'. Below this is a 'Collections' section with two columns: 'Available Collections' and 'Selected Collections'. The 'Available Collections' list includes items like 'Additional Government Publications', 'Budget of the United States Government', 'Code of Federal Regulations', 'Compilation of Presidential Documents', 'Congressional Bills', 'Congressional Calendars', 'Congressional Committee Prints', 'Congressional Directory', 'Congressional Documents', 'Congressional Hearings', 'Congressional Record', 'Congressional Record Bound', 'Congressional Record Index', 'Congressional Reports', and 'Economic Indicators'. There are 'Add >>' and '<< Remove' buttons between the columns. At the bottom, there is a 'Search in:' section with a dropdown menu set to 'Full-Text of Publications and Metadata' and a search input field. There are also 'Search', 'Clear', and 'Help | Retrieve by Citation' buttons.

Step 2. Select the **Publication Date** desired from the drop down menu (Figure 3.2-2). The date options in the drop down menu are:

- All Dates
- Date is
- Date is after
- Date is before
- Date is between

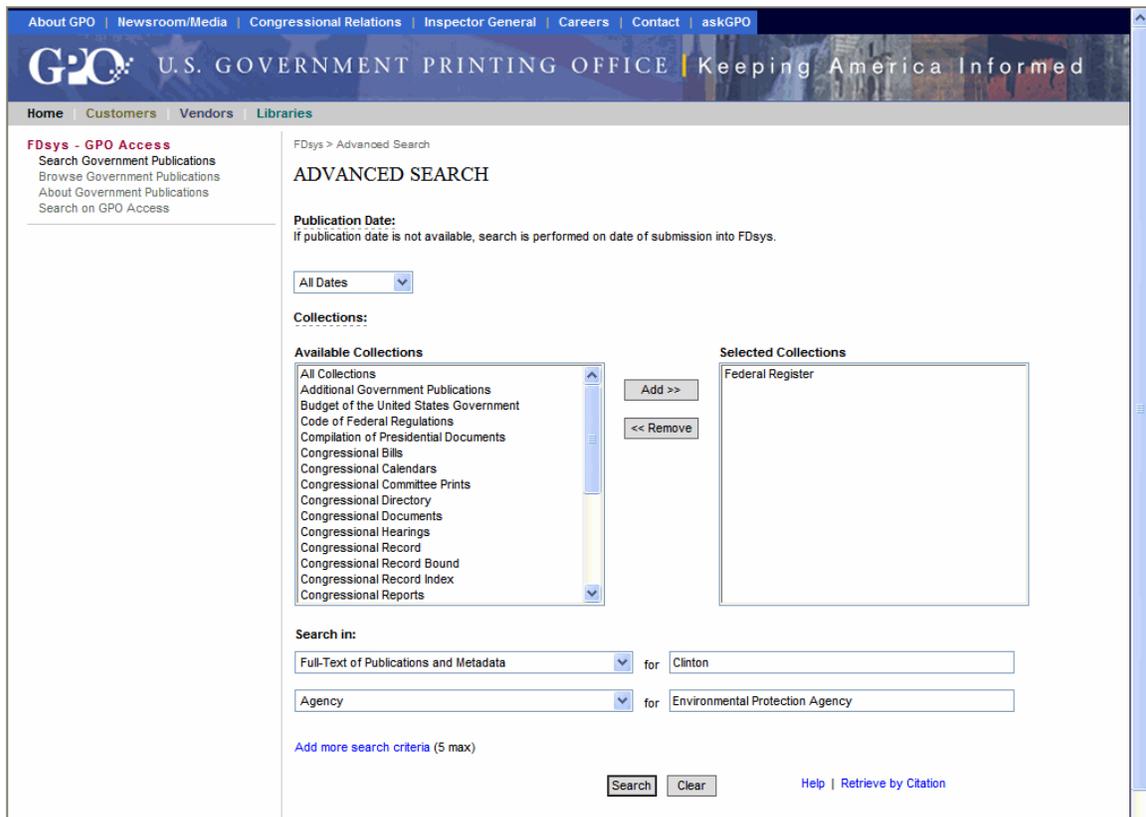
Step 3. Select the **Federal Register** from the Available Collections panel by clicking on the collection. Click on the **Add** button to move that collection over to the Selected Collections panel (Figure 3.2-3).

Step 4. Specify your search criteria (Figure 3.2-3):

- Select *Full-Text of Publications and Metadata* in the **Search in** drop down menu, and enter *Clinton* in the **Search for** box.
- Click on the **Add more search criteria** link (you may enter up to 5 criteria); this brings up another **Search Box** pair.
- Select *Agency* in the **Search in** drop down menu, and enter *Environmental Protection Agency* in the **Search for** box.

Note that for Step 4, the values entered for metadata values must match the format in which they are being stored. For more information about the format in which the metadata values are being stored, see the Metadata Fields and Values sections for each collection in the *FDsys Collection Manual*.

Figure 3.2-3 Completed Advanced Search Page



Step 5. Click the **Search** button on the bottom of the page (Figure 3.2-3). This will result in a Search Results page (Figure 3.2-4).

Figure 3.2-4 Advanced Search Page Results

The screenshot shows the FDsys search results page. At the top, there are navigation links for 'About GPO', 'Newsroom/Media', 'Congressional Relations', 'Inspector General', 'Careers', 'Contact', and 'askGPO'. Below this is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. The main content area is titled 'SEARCH RESULTS' and shows the search criteria: 'collection:FR and content:Clinton and agency:(Environmental P)'. There are options to 'Within Results' and a 'SEARCH' button. Below the search criteria, it says 'Did you mean: content:Clinton and agency:(environmental protection agency)'. The results are displayed in a list format, showing the first 10 results out of 468. Each result includes a title, a date, and a link to the document. The left sidebar contains filters for 'Collection', 'Date Published', 'Government Author', 'Organization', 'Person', and 'Location'.

From the Search Results page, you can:

- View the various documents and information about those documents that have been retrieved,
- Filter the results by
 - Clicking on links within the Narrow Your Search panel, or
 - Specifying additional search criteria in the **Search Box**, or
- Abandon this search and select a new function to perform by clicking on the links under FDsys – GPO Access in the upper left hand corner, including
 - **Search Government Publications**,
 - **Browse Government Publications**, or
 - **About Government Publications**.

All of the functions that can be performed from the Search Results page are explained in Section 4, Search Results.

3.3. Retrieve by Citation

Description

Retrieve by Citation can be used to retrieve a single document or portion of a publication in PDF format. When a Retrieve by Citation search is performed, you are taken directly to the target publication in a new window, bypassing the search result screen.

Procedure

- Step 1. Click on the **Retrieve by Citation** link; this brings up the Retrieve by Citation page.
- Step 2. Select the **Collection**.
- Step 3. Select or enter the citation information (e.g., volume, page) using the fields and drop down menus provided.
- Step 4. Click on the **Retrieve Document** button; this information is displayed in a new window.

Note: The fields used to construct citation searches will vary because citations for individual government documents are formatted differently. Examples of the format used for citation searches are made available in the **Collection** drop down menu.

Example

Retrieve Page 5 of *Federal Register* Volume 71, published in 2006. This is cited as *72 FR 58473*

- Step 1. Click on the **Retrieve by Citation** link to the right of the **Search** button (Figure 3.3-1) to access the Retrieve by Citation page (Figure 3.3-2).

Figure 3.3-1 Retrieve by Citation Link

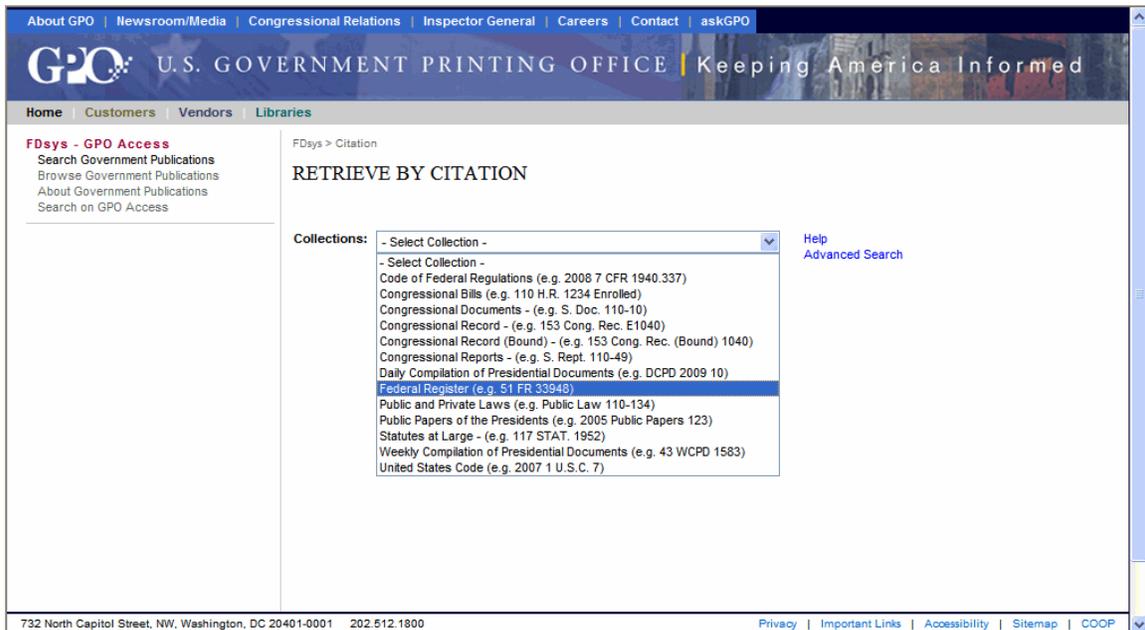


Figure 3.3-2 Retrieve by Citation Page



Step 2. Using the **Collections** drop down menu, select *Federal Register* (Figure 3.3-3).

Figure 3.3-3 Retrieve by Citation Page – Select a Collection



Step 3. Select 71 (2006) from the **Federal Register Volume** drop down menu and enter 58473 in the **Page** box (Figure 3.3-4).

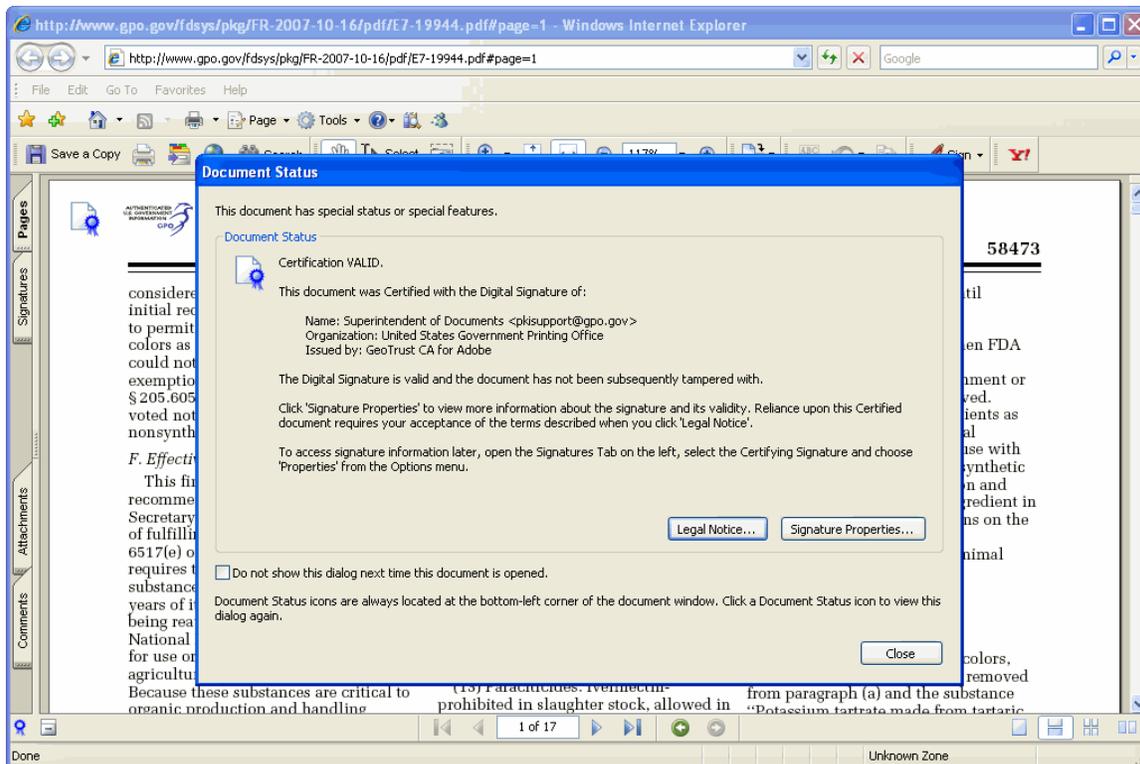
Figure 3.3-4 Retrieve by Citation Page - Completed



Step 4. Click on the **Retrieve Document** button (Figure 3.3-4) to view the document in a new window.

Note: If the document is digitally signed, the Document Status window will be displayed with details about the digital signature (Figure 3.3-5). Click the **Close** button to close the window and view the document.

Figure 3.3-5 Retrieve by Citation – Document Status



3.4. Search Query Operators

Description

A **search query operator** is an operator from the following list that can be combined with keywords to produce a query that will narrow your search.

- not
- -
- +
- field operators
- adj
- before/#
- near/#
- and
- or

You can turn a simple query into a complex query – thereby narrowing your search results – by adding more search terms and operators to your search expression.

Because queries can be very complex and can use several different operators, there needs to be a way to evaluate expressions unambiguously. This is done through the use of operator precedence, which is a way of specifying which operators and expressions are evaluated first, second, and so on. In the list above, the precedence of the operators is from first to last.

The subsections that follow will show you how to use a variety of characters and operators to narrow your search by specifying more precisely what you are looking for.

Procedure

The procedure for designing and executing a search query with operators is as follows:

- Step 1. Decide what words you want to search for in your query.
- Step 2. Determine the relationship among those words in your query and add the appropriate operators to narrow your search, being mindful of the precedence of the operators.
- Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4-1 shows several examples of search queries using zero, one or more operators. Note that:

- All operators are in **bold**.
- Field operators are in **blue**.
- All operators other than field operators are in **red**.

Each operator will be defined and explained in the following subsections.



Table 3.4-1 Sample Search Queries

Query (Words and Operators)	Retrieves	Notes
hearing	Documents with the word "hearing" anywhere in the document	
"congressional hearing"	Documents with the word "congressional" directly followed by the word "hearing"	
congressional adj hearing	Documents with the word "congressional" directly followed by the word "hearing"	
"ways and means"	Documents with the words "ways", "and", and "means" in the specified order, right next to each other	Since "and" is part of the phrase in quotes, it is treated as part of the phrase instead of being treated as an operator.
ways "and" means	Documents with the words "ways", "and", and "means" anywhere in the document	Since "and" is in quotes, it is treated as a phrase instead of being treated as an operator.
congressional hearing	Documents with both the word "congressional" and "hearing" anywhere inside the document	
congressional and hearing	Documents with both the word "congressional" and "hearing" anywhere inside the document	
congressional or executive	Documents with either the word "congressional" or "executive" or both	
(congressional or executive) and hearing	Documents with both words "congressional" and "hearing," as well as with both words "executive" and "hearing"	
title: hearing	Documents where the word "hearing" occurs in the title of the document	
title: environment and member: mikulski	Documents with the word "environment" in the title and "mikulski" in the members field	
title: (hearing or meeting)	Documents with either "hearing" or "meeting" in the	



Query (Words and Operators)	Retrieves	Notes
	title field	
title: chesapeake bay	Documents with the word "chesapeake" in the metadata title field and the word "bay" in the document	
title: "chesapeake bay"	Documents with the phrase "chesapeake bay" in the metadata title field	
title: (chesapeake bay)	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
title: chesapeake and title: bay	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
title: chesapeake title: bay	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
congressional not report	Documents with the word "congressional" but not the word "report"	
congressional -report	Documents with the word "congressional" but not the word "report"	The "-" operator can be used in place of the not operator. It must prefix the word (or expression) without any intervening spaces.
congressional and not report	Documents with the word "congressional" but not the word "report"	The operators "and not" behaves the same as "not."
congressional not (committee report)	Documents with the word "congressional" but not if they contain <i>both</i> the words "committee" and "report"	
congressional not (committee or meeting)	Documents with "congressional" but not "committee"; documents with "congressional" but not "meeting"	
congressional not (committee or meeting)	Documents with "congressional" but not "committee"; documents with "congressional" but not	The "-" operator works with parenthetical expressions as well.



Query (Words and Operators)	Retrieves	Notes
	"meeting"	
representative near/10 cardin	Documents with the word "representative" within 10 words of the word "cardin"	
representative near cardin	Documents with words "cardin", "near", and "representative" anywhere inside the document	The term "near" is only an operator when it has the /# as the suffix otherwise it is treated just like a regular word.
representative before/10 cardin	Documents with the word "representative" within 10 words and <i>before</i> the word "cardin"	
representative before cardin	Documents with words "cardin", "before", and "representative" anywhere inside the document	The term "before" is only an operator when it has the /# as the suffix otherwise it is treated just like a regular word.
+ cardin congressional committee	Documents with words "cardin", "congressional", and "committee" anywhere inside the document with documents having more hits on "cardin" being given higher relevancy than documents with more hits on "congressional" or "committee"	
++ cardin congressional + committee	Documents with words "cardin", "congressional", and "committee" anywhere inside the document with documents having more hits on "cardin" being given the highest relevancy, followed by documents having more hits on "committee" given the next highest relevancy, and documents having more hits on "congressional" given lower relevancy	
publishdate :range(2006-01-01,2006-07-01)	Documents for all documents with an issue date from Jan 1, 2006 through July 1, 2006	
publishdate :range(2006,2006)	Documents with an issue date from Jan 1, 2006 through December 31, 2006	



Query (Words and Operators)	Retrieves	Notes
publishdate :range(2006-01-01,)	Documents with all issue dates after and including 2006-01-01	
congress :range(100,105)	Documents for all congresses with numbers 100 up to and including 105	
congress :range(,105)	Documents with all congresses before the 105 th	
congress :range(105,)	Documents with all congresses after the 105 th	
publishdate :range(2006-01-01,)	Documents with all issue dates after and including 2006-01-01	
(Bill and Clinton) before/100 (Hillary and Clinton)	No documents retrieved	This will return an "unsupported proximity operator" error. The "and" operator (implied or otherwise) can not be nested within a proximity operator.
(Bill adj Clinton) before/100 (Hillary adj Clinton)	Documents with the name "Bill Clinton" within 100 words of the name "Hillary Clinton"	A successful version of the above query. Note that all operators within a proximity expression must themselves be proximity operators.
not Bill before/100 Clinton	No documents retrieved	Will also return an "unsupported proximity operator" error. The "not" operator is not allowed to be within a proximity expression.
congress*	Documents which contain words which start with "congress" (such as "congressional", "congressman", etc.)	
con*al	Documents which start with "con" and end in "al", such as "congressional" and "confessional"	
capitali?e	Documents where certain characters can be any character in the word. In this case, example matches include documents which contain "capitalize" or "capitalise"	

3.4.1. Spaces

Description

A **space** is used to separate words or operators in a search query.

In a simple query where operators are not used, spaces between words are treated as an implied “and” so that the search results will contain documents containing all of the words that have been entered.

Note: In certain cases, the search engine will automatically assume that two terms separated by a single space should be treated as a single phrase to increase the accuracy of results. This primarily occurs with proper names.

For complex queries using operators, the following should be noted:

- When Boolean operators are used, spaces between words are treated as an implied “and” until another operator is used in the query.
- When the “-” and “+” operators are used, a space should not be placed between the operator and the word entered. The “-” and “+” operators only apply to the word directly attached to the operator.
- When field operators are used, a space should not be placed between the operator and the word or phrase being searched. It is recommended that parentheses be used with field operators. For example, *title:(legislation environment)*.
- When proximity operators are used, the operator only applies to the word, or phrase in quotes, immediately before and after the operator. It is recommended that parentheses be used around the proximity expression when creating complex queries.

Procedure

Step 1. Decide what words you want to search for in your query.

Step 2. Add a space between words to tell the search engine to return documents if they contain one or more **keywords**.

Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Example

To search for only those documents that contain both the words *Bill* and *Clinton*, you can enter *Bill Clinton* into the **Search Box** and click the **Search** button (Figure 3.4.1-1).

Figure 3.4.1-1 Multiple Words Separated by a Space Search





The search engine will look for both words in the document and return those documents where both words can be found anywhere in the document (Figure 3.4.1-2).

Figure 3.4.1-2 Multiple Words Separated by a Space Search Results

The screenshot shows the FDsys search interface. At the top, there are navigation links: About GPO, Newsroom/Media, Congressional Relations, Inspector General, Careers, Contact, and askGPO. The main header reads "GPO U.S. GOVERNMENT PRINTING OFFICE Keeping America Informed". Below this, there are tabs for Home, Customers, Vendors, and Libraries.

The search results page displays "SEARCH RESULTS" for the query "Bill Clinton". The search bar contains "Bill Clinton" and there are options for "Within Results" and "SEARCH". There are also links for "Advanced Search", "Retrieve by Citation", and "Help".

On the left side, there are filters for "Narrow Your Search" including "Collection" (Congressional Record (19849), Compilation of Presidential Documents (12803), Congressional Record Index (4804)), "Date Published" (2000 (6115), 1999 (5887), 1994 (4841)), "Government Author" (Congress (40198), National Archives and Records Administration (18423), Federal Register Office (18423)), and "Organization" (Committee on Appropriations (4124)).

The search results list four items:

- 35 WCPD 627 - Joint Statement by President Bill Clinton and Premier Zhu Rongji [PDF 9 KB]
Compilation of Presidential Documents. Joint Statements. Saturday, April 10, 1999.
...R04> Joint Statement by President Bill Clinton and Premier Zhu Rongji April 10... Agricultural Cooperation, President Bill Clinton and Premier Zhu Rongji reaffirmed... further advanced that goal. President Clinton and Premier Zhu welcome this... [More Information](#)
- 35 WCPD 462 - Joint Statement by U.S. President Bill Clinton, the Irish Taoiseach Bertie Ahern, and the British... [PDF 15 KB]
Compilation of Presidential Documents. Joint Statements. Thursday, March 18, 1999.
...463] [Online from the Government Printing Office, www.gpo.gov] Joint Statement by U.S. President Bill Clinton, Irish Taoiseach Bertie Ahern, and the British Prime Minister, Tony Blair March 18, 1999 Northern Ireland... [More Information](#)
- 36 WCPD 2885 - Joint Statement by President Bill Clinton and Prime Minister Goh Chok Tong on a United States... [PDF 125 KB]
Compilation of Presidential Documents. Joint Statements. Thursday, November 16, 2000.
...Page 2885] [Online from the Government Printing Office, www.gpo.gov] Joint Statement by President Bill Clinton and Prime Minister Goh Chok Tong on a United States-Singapore Free Trade Agreement November 16, 2000 The United... [More Information](#)
- S. 1409 (IS) - 21st Century GI Bill of Rights Act of 2007 [PDF 217 KB]
Congressional Bills. 110th Congress. Introduced in Senate. Wednesday, May 16, 2007.
...110th CONGRESSIONAL SENATE BILLS] [From the U.S. Government...is] [110th CONGRESS Senate Bills] [From the U.S. Government...STATES May 16, 2007 Mrs. Clinton introduced the following bill, which was read twice and...A BILL... [More Information](#)

Red arrows on the right side of the page point to the words "Clinton" (pointing to the first result), "Bill Clinton" (pointing to the second result), and "Bill" (pointing to the fourth result).

Additional examples of search queries using spaces can be found in Table 3.4-1 Sample Search Queries.

3.4.2. Quotation Marks

Description

Quotation marks tell the search engine to return documents if and only if they contain the exact phrase or string of words between quotes.

Procedure

The procedure for designing and executing a search query with quotation marks is as follows:

Step 1. Decide what exact phrase you want to search for in your query.

Step 2. Add quotation marks around the exact phrase you want the search engine to look for.

Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4.2-1 shows several examples of search queries using quotation marks.

Table 3.4.2-1 Sample Search Queries Using Quotation Marks

Query (Words and Operators)	Retrieves	Notes
"congressional hearing"	Documents with the word "congressional" directly followed by the word "hearing"	
"ways and means"	Documents with the words "ways", "and", and "means" in the specified order, right next to each other	Since "and" is part of the phrase in quotes, it is treated as part of the phrase instead of being treated as an operator.
ways "and" means	Documents with the words "ways", "and", and "means" anywhere in the document	Since "and" is in quotes, it is treated as a phrase instead of being treated as an operator.

Searching for a precise string of characters narrows the search more than specifying the two names separated by a space without using quotes. Table 3.4.2-2 compares the results for three search strings.

Table 3.4.2-2 Search String Results Comparison

Search Box contents	Operator	#Results Returned	Result
Clinton	None	85373	
Bill and Clinton	AND	58772	More restrictive
"Bill Clinton"	Quotes	19026	Even more restrictive

Note: The number of search results returned will be greater than the number shown in Table 3.4.2-2 as additional documents are made available.

3.4.3. Boolean Operators

Description

A **Boolean search** is a search that uses the logical (i.e. Boolean) operators (AND, OR, NOT, -) in addition to the keywords.

- **AND:** The AND operator tells the search engine to return only documents with all the keywords you entered. This operator narrows the search and returns fewer search results.
- **OR:** The OR operator tells the search engine to return documents if they contain one or more keywords.
- **NOT:** The NOT operator tells the search engine to exclude documents from a search if they contain the keywords.
- **- Operator:** The "-" operator is the same as the NOT operator and tells the search engine to exclude documents from a search if they contain the keywords.

Note: Boolean operators are not case sensitive. For example, entering *and* or *AND* will return the same results.

Procedure

The procedure for designing and executing a search query with Boolean operators is as follows:

- Step 1. Decide what words you want to search for in your query and what words you don't want to search for in your query.
- Step 2. Add Boolean operators between words or phrases to tell the search engine how to use the keywords in a search.
- Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4.3-1 shows several examples of using Boolean operators.

Table 3.4.3-1 Sample Search Queries Using Boolean Operators

Query (Words and Operators)	Retrieves	Notes
congressional and hearing	Documents with both the word "congressional" and "hearing" anywhere inside the document	
congressional or executive	Documents with either the word "congressional" or "executive" or both	
congressional not report	Documents with the word "congressional" but not the word "report"	
congressional - report	Documents with the word "congressional" but not the word "report"	The "-" operator can be used in place of the not operator, but must prefix the word (or expression) without any intervening spaces.



congressional and not report	Documents with the word "congressional" but not the word "report"	The operators "and not" behaves the same as "not."
"ways and means"	Documents with the words "ways", "and", and "means" in the specified order, right next to each other	Since "and" is part of the phrase in quotes, it is treated as part of the phrase instead of being treated as an operator.
ways "and" means	Documents with the words "ways", "and", and "means" anywhere in the document	Since "and" is in quotes, it is treated as a phrase instead of being treated as an operator.
title: environment and member: mikulski	Documents with the word "environment" in the title and "mikulski" in the member field	
title: (hearing or meeting)	Documents with either "hearing" or "meeting" in the title field	
title: chesapeake and title: bay	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
congressional and not report	Documents with the word "congressional" but not the word "report"	The phrase "and not" behaves the same as "not".
congressional not (committee report)	Documents with the word "congressional" but not if they contain <i>both</i> the words "committee" and "report"	
congressional not (committee or meeting)	Documents with "congressional" but not "committee"; documents with "congressional" but not "meeting"	
congressional - (committee or meeting)	Documents with "congressional" but not "committee"; documents with "congressional" but not "meeting"	The "-" operator works with parenthetical expressions as well.

3.4.4. Proximity Operators

Description

Proximity operators allow you to specify searches where one word is near, next to, or in the vicinity of another word. The three proximity operators defined are:

- **Adj**: The adj proximity operator specifies that one word is adjacent to another in a document.
- **before/#**: The before/# proximity operator specifies that the first word is within # words and before the second word.
- **near/#**: The near/# proximity operator specifies that the first word is within # words of the second word.

Procedure

The procedure for designing and executing a search query with operators is as follows:

Step 1. Decide what words you want to search for in your query.

Step 2. Determine how close the two words are that you want the search engine to search for and use the appropriate proximity operator and number of words if applicable.

Step 3. Click on the **Search** button to execute your search and return a Search Result page.

Examples

Table 3.4.4-1 shows several examples of using proximity operators.

Table 3.4.4-1 Sample Search Queries Using Proximity Operators

Query (Words and Operators)	Retrieves	Notes
congressional adj hearing	Documents with the word "congressional" directly followed by the word "hearing"	
representative near/10 cardin	Documents with the word "representative" within 10 words of the word "cardin"	
representative near cardin	Documents with words "cardin", "near", and "representative" anywhere inside the document	The term "near" is only an operator when it has the /# as the suffix otherwise it is treated just like a regular word.
representative before/10 cardin	Documents with the word "representative" within 10 words and <i>before</i> the word "cardin"	
representative before cardin	Documents with words "cardin", "before", and "representative" anywhere inside the document	The term "before" is only an operator when it has the /# as the suffix otherwise it is treated just like a regular word.
(Bill and Clinton) before/100 (Hillary and Clinton)	No documents retrieved	This will return an "unsupported proximity operator" error. The "and"



		operator (implied or otherwise) can not be nested within a proximity operator.
(Bill adj Clinton) before/100 (Hillary adj Clinton)	Documents with the name " <i>Bill Clinton</i> " within 100 words of the name " <i>Hillary Clinton</i> "	A successful version of the above query. Note that all operators within a proximity expression must themselves be proximity operators.
not Bill before/100 Clinton	No documents retrieved	Will also return an "unsupported proximity operator" error. The "not" operator is not allowed to be within a proximity expression.

Note: Because a proximity expression is trying to find words (or phrases with quotes) that are located within a specified proximity of each other, using Boolean operators or multiple words without quotes in a proximity expression will result in a search query error. One way to make sure that you do not get search query errors is to always use parentheses around the proximity expression when creating search queries that use proximity operators.

Examples of proximity expressions using quotes:

- environment not ("Bill Clinton" **before/100** "Hillary Clinton")
- environment (Clinton **near/10** Bush)

3.4.5. Parentheses

Description

Parentheses are used to group words and expressions so that the result of evaluating the expression between the parentheses can be used as part of a more complex query.

The use of parentheses is recommended to isolate expressions in your query from other expressions, especially when creating complex queries using proximity operators and field operators.

Procedure

- The procedure for designing and executing a search query with parentheses is as follows:
- Step 1. Decide what words and operators you want in a parenthetical expression in your query.
 - Step 2. Determine how you want the results of the parenthetical expression to interact with other words in the query.
 - Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4.5-1 shows several examples of using parenthetical expressions with other operators and expressions.

Table 3.4.5-1 Sample Search Queries Using Parenthetical Expressions

Query (Words and Operators)	Retrieves	Notes
(congressional or executive) and hearing	Documents with both words "congressional" and "hearing," as well as with both words "executive" and "hearing"	
title: (hearing or meeting)	Documents with either "hearing" or "meeting" in the title field	
title: (chesapeake bay)	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
congressional not (committee report)	Documents with the word "congressional" but not if they contain <i>both</i> the words "committee" and "report"	
congressional not (committee or meeting)	Documents with "congressional" but not if it mentions either "committee" or "meeting"	
congressional not (committee or meeting)	Documents with "congressional" but not "committee"; documents with "congressional" but not "meeting"	
congressional - (committee or meeting)	Documents with "congressional" but not "committee"; documents	The "-" operator works with parenthetical



meeting)	with “congressional” but not “meeting”	expressions as well.
(Bill and Clinton) before/100 (Hillary and Clinton)	No documents retrieved	This will return an "unsupported proximity operator" error. The "and" operator (implied or otherwise) can not be nested within a proximity operator.
(Bill adj Clinton) before/100 (Hillary adj Clinton)	Documents with the name “ <i>Bill Clinton</i> ” within 100 words of the name “ <i>Hillary Clinton</i> ”	A successful version of the above query. Note that all operators within a proximity expression must themselves be proximity operators.

3.4.6. Number of Hits “+” Operator

Description

The **Number of hits “+” operator** can be used to specify that documents with more hits on a particular word be given preference over documents with hits on other words.

Procedure

The procedure for designing and executing a search query with operators is as follows:

Step 1. Decide what word you want to give preference for in your query.

Step 2. Place a plus sign, +, directly next to that word without an intervening space.

Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4.6-1 shows several examples of using the + operator.

Table 3.4.6-1 Sample Search Queries Using + Operator

Query (Words and Operators)	Retrieves	Notes
+cardin congressional committee	Documents with words "cardin", "congressional", and "committee" anywhere inside the document with documents having more hits on "cardin" being given higher relevancy than documents with more hits on "congressional" or "committee"	
++cardin congressional +committee	Documents with words "cardin", "congressional", and "committee" anywhere inside the document with documents having more hits on "cardin" being given the highest relevancy, followed by documents having more hits on "committee" given the next highest relevancy, and documents having more hits on "congressional" given lower relevancy	

3.4.7. Field Operators

Description

Field operators are operators that represent metadata fields. Using field operators tells the search engine to retrieve documents where the value of the metadata field is equal to the value given in the field operator expression. Searches with field operators are useful when you know the values of descriptive data (metadata) such as titles, sponsors, and dates.

Range is used to specify the set of all values a query should return.

- A date range is the set of all dates from the first date in the expression to the last date in the expression.
- A number range is the set of all whole numbers from the first number in the expression to the last number in the expression.

Procedure

The procedure for designing and executing a search query with field operators is as follows:

- Step 1. Decide what metadata elements you want to search for in your query, along with the exact value of the metadata field.
- Step 2. Enter the field operator name immediately followed by a colon and then enter the field value or an expression that evaluates to a value.
- Step 3. Click on the **Search** button to execute your search and return a Search Results page.

When using field operators, you must observe the following rules:

- The **field** must be a valid field name or a Field Error will be reported.
- The values entered for metadata values must match the format in which they are being stored.
- There must be no spaces on either side of the ":" for the field to be considered as a field restriction.

Examples

Table 3.4.7-1 shows several examples of using field operators. In the examples, the field operators are displayed in **blue**.

Table 3.4.7-1 Sample Search Queries Using Field Operators

Query (Words and Operators)	Retrieves	Notes
title: hearing	Documents where the word "hearing" occurs in the title of the document	
title: environment and member: mikulski	Documents with the word "environment" in the title and "mikulski" in the member field	
title: (hearing or meeting)	Documents with either "hearing" or "meeting" in the title field	
title: chesapeake bay	Documents with the word "chesapeake" in the metadata title field and the word "bay" in	



Query (Words and Operators)	Retrieves	Notes
	the document	
title: "chesapeake bay"	Documents with the phrase "chesapeake bay" in the metadata title field	
title: (chesapeake bay)	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
title: chesapeake and title: bay	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
title: chesapeake title: bay	Documents with both the word "chesapeake" and the word "bay" in the metadata title field, but not necessarily in order	
publishdate: range(2006-01-01,2006-07-01)	Documents for all documents with an issue date from Jan 1, 2006 through July 1, 2006	
publishdate: range(2006,2006)	Documents with an issue date from Jan 1, 2006 through December 31, 2006	
publishdate: range(2006-01-01,)	Documents with all issue dates after and including 2006-01-01	
congress: range(100,105)	Documents for all congresses with numbers 100 up to and including 105	
congress: range(,105)	Documents with all congresses up to and including the 105 th	

Table 3.4.7-2 lists commonly used field operators that apply to all or most of the collections. For more information about the metadata fields available for each collection, the formats in which the metadata values are being stored, and definitions of the metadata fields, see the Metadata Fields and Values section for each collection in the FDsys Help under *What's Available*.



Table 3.4.7-2 Field Operators List

Metadata Field Display Name	Field Operator	Field Operator Example
Collection	collection:	collection:chrg
Government Author	governmentauthor:	governmentauthor:house
Publication Date	publishdate:	publishdate:2006-09-30
SuDoc Class Number	sudocclass:	sudocclass:"y 4.c 73/8:"
Ingestion Date	ingestdate:	ingestdate:2008-12-29
Publisher	publisher:	publisher:"u.s. government printing office"
Branch	branch:	branch:legislative
Title	title:	title:(railroad safety)
Congress Number	congress:	congress:109
Congress Member	member:	member:mccconnell
President	president:	president:clinton
Citation	citation:	citation:"h.r. 1" citation:"Public Law 105-264"
Reference Citation	refcitation:	refcitation:"h.r. 1" refcitation:"Public Law 105-264"
Electronic Location (URL)	url:	url:"http://www.gpo.gov/fdsys/pkg/BILLS-111hr1071IH/pdf/BILLS-111hr1071IH.pdf" url:BILLS-111hr1071IH
Package ID	packageid:	packageid:FR-2009-03-31 packageid:LSA-2009-03
Granule ID	granuleid:	granuleid:E9-7073 granuleid:LSA-2009-03-title30

3.4.8. Wild Cards

Description

Wild cards can be used as substitutions for one or more characters in a search term.

- **?**: The ? wild card replaces a single character before, within, or after a search term.
- *****: The * wild card replaces one or more characters before, within, or after a search term.

Procedure

The procedure for designing and executing a search query using wild cards is as follows:

Step 1. Decide what words you want to search for in your query.

Step 2. Use an asterisk * to substitute for 1 or more characters in the search or use a question mark ? to substitute for a single character in a search.

Step 3. Click on the **Search** button to execute your search and return a Search Results page.

Examples

Table 3.4.8-1 shows several examples of using wild cards operators.

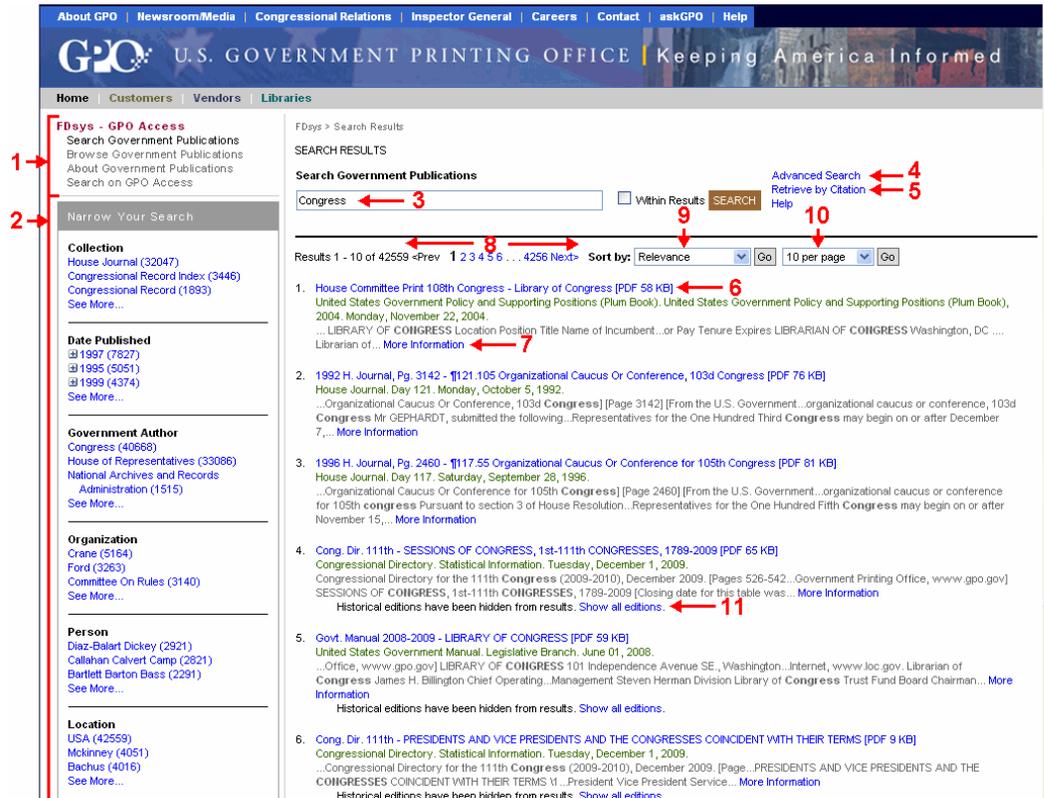
Table 3.4.8-1 Sample Search Queries Using Wild Cards

Query (Words and Operators)	Retrieves	Notes
congress*	Documents which contain words which start with "congress" (such as "congressional", "congressman", etc.)	
con*al	Documents which start with "con" and end in "al", such as "congressional" and "confessional"	
capitali?e	Documents where certain characters can be any character in the word. In this case, example matches include documents which contain "capitalize" or "capitalise"	

4. Search Results

When you search for a government publication using any of the search methods described in Section 3, the search engine will return a list of all the government publications that satisfy the search criteria. An example is shown in Figure 4-1.

Figure 4-1 Search Results



From this Search Results page, you can:

1. Launch a new search, browse, or learn about government publications by clicking on one of the links under FDsys – GPO Access in the upper left hand corner of the page.
2. Narrow your search by clicking on the various links in the Narrow Your Search panel on the left side of the page.
3. Narrow your search by specifying additional search criteria in the simple **Search Box**; this takes the results of your previous search, and further filters the results.
4. Perform a new advanced search by clicking the **Advanced Search** link in the upper right part of the page, to the right of the search box.
5. Retrieve a document using its citation by clicking the **Retrieve by Citation** link in the upper right part of the page, to the right of the search box.
6. Retrieve the document in PDF format by clicking on its title.
7. Obtain more information about the document by clicking on the **More Information** link.
8. Go to another page of results by clicking on **Prev**, page number, or **Next** links.
9. Sort the search results by selecting the sort criteria in the drop down menu.
10. Change the number of documents displayed per page.
11. Show all editions or show only the most recent editions of select publications

The following subsections explain how to do each of these actions.

4.1. Recent and Historical Editions

Description

For select collections, only the most recent edition of the collection is included search results retrieved through the **Simple Search Box**. For search results retrieved using the Advanced Search page, results from all editions will be included in search results.

Procedure (Simple Search)

- Step 1. Perform a search using the **Simple Search Box**. (Only the most recent editions will be included in the search results for select collections.)
- Step 2. Click on the **Show all editions** link to view results for all editions for that collection.

Note: After clicking the **Show all editions** link, you can click on the **Show only recent editions** link to display results from recent editions only. Using the links for **Show all editions** and **Show only recent editions** will also apply a filter in the Narrow Your Search panel for the collection to which that document belongs. You can remove the filter that you have applied by selecting the red [X].

Procedure (Advanced Search)

- Step 1. Perform a search using the Advanced Search page. (All editions will be included in the search results.)
- Step 2. Click on the **Show only recent editions** link to view results for only the most recent edition for that collection.

Note: After clicking the **Show only recent editions** link, you can click on the **Show all editions** link to display results from all editions. Using the links for **Show all editions** and **Show only recent editions** will also apply a filter in the Narrow Your Search panel for the collection to which that document belongs. You can remove the filter that you have applied by selecting the red [X].

Example

- Step 1. Enter *Congress* into the **Search Box** and click on the **Search** button.
- Step 2. Click on the **Show all editions** link to view results for all editions for that collection. (Figure 4.1-1)

Figure 4.1-1 Search Results Page - Show All Editions

The screenshot shows the GPO website's search results page. The top navigation bar includes links for 'About GPO', 'Newsroom/Media', 'Congressional Relations', 'Inspector General', 'Careers', 'Contact', 'askGPO', and 'Help'. The main header features the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. Below this is a secondary navigation bar with 'Home', 'Customers', 'Vendors', and 'Libraries'. The left sidebar contains 'FDsys - GPO Access' with links to search government publications, and 'Narrow Your Search' filters for Collection, Date Published, Government Author, Organization, and Person. The main content area shows 'FDsys > Search Results' and 'SEARCH RESULTS'. A search box contains 'Congress' and a 'SEARCH' button. Below the search box are options for 'Within Results' and 'Advanced Search'. The results list shows 10 of 4258 results. The first result is 'House Committee Print 108th Congress - Library of Congress [PDF 58 KB]'. A red box highlights the 'Show all editions' link at the bottom of this result.

Step 3. View results for all editions of that collection. (Figure 4.1-2)

Figure 4.1-2 Search Results Page - All Editions

The screenshot shows the GPO website's search results page for 'Congress'. The layout is similar to Figure 4.1-1. The search results list shows 10 of 226 results. The first result is 'Govt. Manual 2006-2007 - LIBRARY OF CONGRESS [PDF 72 KB]'. The second result is 'Govt. Manual 2005-2006 - LIBRARY OF CONGRESS [PDF 461 KB]'. The third result is 'Govt. Manual 2008-2009 - LIBRARY OF CONGRESS [PDF 59 KB]'. The fourth result is 'Govt. Manual 2007-2008 - LIBRARY OF CONGRESS [PDF 182 KB]'. The results list includes links for 'Show only recent editions' and 'More Information' for each item.

4.2. Sorting Search Results

Description

After you obtain search results from your original search criteria, you can sort the results by choosing different sort criteria. The sorting options available are

- Relevance
- Date (New to Old)
- Date (Old to New)
- Alphabetical (Z – A)
- Alphabetical (A – Z)

Procedure

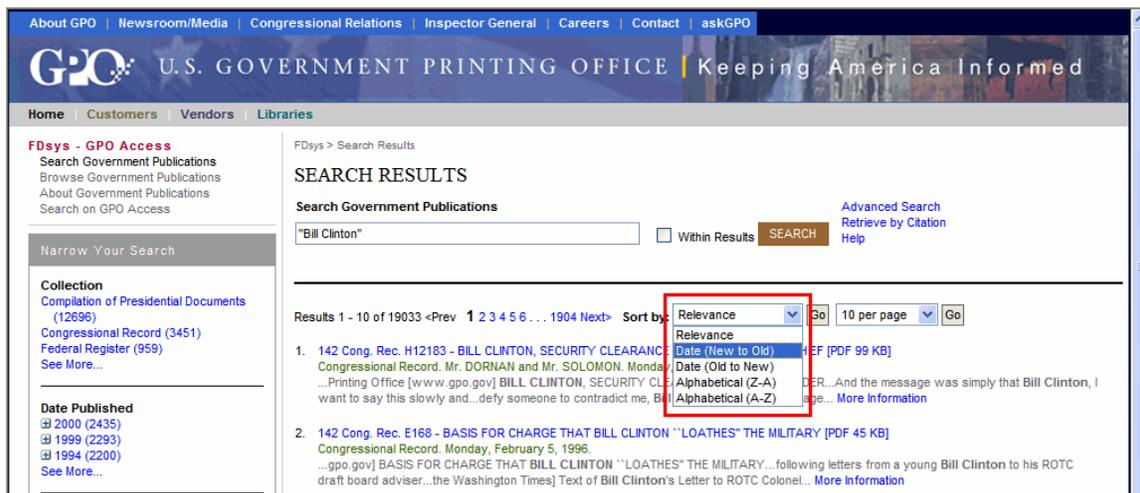
- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the down arrow on the right hand side of the **Sort by** drop down menu to display the options.
- Step 3. Select the option you want to sort by.
- Step 4. Click on the **Go** button.
- Step 5. View the results of your new sort criteria.

Example

Perform a search for “Bill Clinton” and sort the results by *Date (New to Old)*.

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. Click on the down arrow on the right hand side of the **Sort by** drop down menu.
- Step 3. Select *Date (New to Old)* (Figure 4.2-1).

Figure 4.2-1 Search Results Page Sort By Options



Step 4. Click on the **Go** button.



Step 5. View the newly sorted results (Figure 4.2-2).

Figure 4.2-2 Search Results Page After Sorting by Date (New to Old)

The screenshot shows the FDsys search results page for the query "Bill Clinton". The page is sorted by "Date (New to Old)". The search results are displayed in a list format, with each result including a link to the document, a brief description, and a "More Information" link. The left sidebar contains navigation links and filters for "Collection", "Date Published", "Government Author", "Organization", and "Person".

Navigation: About GPO | Newsroom/Media | Congressional Relations | Inspector General | Careers | Contact | askGPO

Header: GPO U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed

Home | Customers | Vendors | Libraries

FDsys - GPO Access
 Search Government Publications
 Browse Government Publications
 About Government Publications
 Search on GPO Access

Narrow Your Search

Collection
 Compilation of Presidential Documents (12696)
 Congressional Record (3451)
 Federal Register (959)
 See More...

Date Published
 2000 (2435)
 1999 (2293)
 1994 (2200)
 See More...

Government Author
 Federal Register Office (14206)
 National Archives and Records Administration (14206)
 Congress (4821)
 See More...

Organization
 Executive Office of the President (936)
 Ford (502)
 Committee on Appropriations (502)
 See More...

Person
 Clinton, William J. (14055)
 Bill Clinton (5543)
 Reid, Harry (364)
 See More...

FDsys > Search Results

SEARCH RESULTS

Search Government Publications [Advanced Search](#)
[Retrieve by Citation](#)
[Help](#)

Bill Clinton" Within Results

Results 1 - 10 of 19033 <Prev 1 2 3 4 5 6 ... 1904 Next> Sort by: **Date (New to Old)** Go 10 per page Go

- 156 Cong. Rec. H4101 - TAX EXTENDERS ACT OF 2009 [PDF 680 KB]**
 Congressional Record. Regarding H.R. 1403. Mr. LEVIN, Mr. CAMP, and others. Friday, May 28, 2010.
 ...department. What they inherited when Bill Clinton walked out the door was a \$5...Every year. However, under Bill Clinton we had the only 4 surplus years...Congress. And in terms of jobs, Bill Clinton created 21 million... [More Information](#)
- 156 Cong. Rec. H4205 - THE WEEK AT A GLANCE IN CONGRESS [PDF 69 KB]**
 Congressional Record. Mr. GOHMERT and Mrs. BACHMANN. Friday, May 28, 2010.
 ...Senator Specter in the primary in Pennsylvania. Today, after three months, the White House said it was former President Bill Clinton who as an intermediary offered Mr. Sestak a job to stop running for political office in the primary in... [More Information](#)
- 156 Cong. Rec. H4025 - House of Representatives [PDF 316 KB]**
 Congressional Record. Mr. McKEON, Mr. ANDREWS, and others. Thursday, May 27, 2010.
 ...not going to be happy with me. I am 70 years of age. I was in college in the late fifties and early sixties. Now, Bill Clinton was in college in the late sixties. His generation of Americans were motivated by the Vietnam [Page H4054]... [More Information](#)
- H. Res. 1396 (H) - Expressing the sense of the House of Representatives regarding the importance of increasing the... [PDF 159 KB]**
 Congressional Bills. 111th Congress. Introduced in House. Tuesday, May 25, 2010.
 ...in 2008, but fewer than 4,000 were accepted due to funding limits; Whereas AmeriCorps was created under President Bill Clinton as part of the National and Community Service Trust Act of 1993; Whereas more than 70,000 participants join... [More Information](#)
- 156 Cong. Rec. E910 - STEWART LEE UDALL DEPARTMENT OF THE INTERIOR BUILDING [PDF 46 KB]**
 Congressional Record. Thursday, May 20, 2010.
 ...Wednesday, May 19, 2010 Mr. GARAMENDI. Madam Speaker, as a former Deputy Secretary of the Interior under President Bill Clinton, I witnessed firsthand the lasting legacy of Stewart Lee Udall, who served as Secretary of the Interior from... [More Information](#)
- 156 Cong. Rec. E883 - HONORING MR. HAKAN EVIN [PDF 47 KB]**
 Congressional Record. Mr. WHITFIELD. Wednesday, May 19, 2010.
 ...the past 20 years including President George H. Bush and First Lady Barbara Bush, First Lady Laura Bush, President Bill Clinton and Secretary of State Hillary Clinton and former President of the Soviet Union Mikhail Gorbachev. Still, he... [More Information](#)

4.3. Selecting the Number of Search Results per Page

Description

You can select the number of results to display per page. The options are:

- 10 per page
- 50 per page
- 100 per page

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the arrow in the **Results per Page** drop down menu to display your options.
- Step 3. Select the number of pages you want to see on each page from the drop down menu.
- Step 4. Click on the **Go** button.
- Step 5. View your results.

Example

Perform a search for “Bill Clinton” and change the number of results per page from the default number 10 to 50.

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. Click on the arrows in the **Results per Page** drop down menu to display your options (Figure 4.3-1).
- Step 3. Select *50 per page* from the drop down menu as the number of pages you want to see on each page (Figure 4.3-1).

Figure 4.3-1 Select Results Per Page Options

The screenshot shows the FDsys search interface. At the top, there are navigation links like 'About GPO', 'Newsroom/Media', etc. The main header reads 'GPO U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. Below this, there are navigation tabs for 'Home', 'Customers', 'Vendors', and 'Libraries'. The left sidebar contains 'FDsys - GPO Access' and 'Narrow Your Search' with filters for 'Collection', 'Date Published', 'Government Author', and 'Organization'. The main content area is titled 'SEARCH RESULTS' and shows a search for 'Bill Clinton'. There are options for 'Advanced Search', 'Retrieve by Citation', and 'Help'. Below the search box, there are 'Within Results' and 'SEARCH' buttons. The results are sorted by 'Relevance'. A dropdown menu for 'Results per Page' is open, showing options for '10 per page', '50 per page', and '100 per page'. The '50 per page' option is selected. The search results list several items, including '142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF' and '142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY [PDF 45 KB]'. Each result includes a brief description and a 'More Information' link.



Step 4. Click on the **Go** button.

Step 5. View your results. You can now scroll through 50 results (Figure 4.3-2).

Figure 4.3-2 Search Results Page With 50 Per Page

The screenshot shows the FDsys search results page for the query "Bill Clinton". The page layout includes a top navigation bar with links like "About GPO", "Newsroom/Media", "Congressional Relations", "Inspector General", "Careers", "Contact", and "askGPO". Below this is the GPO logo and the text "U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed". A secondary navigation bar contains "Home", "Customers", "Vendors", and "Libraries".

The main content area is titled "SEARCH RESULTS" and features a search box containing "Bill Clinton" and a "SEARCH" button. To the right of the search box are links for "Advanced Search", "Retrieve by Citation", and "Help". Below the search box, the results are displayed as a list of 6 items, each with a link to the document and a brief description. The results are sorted by "Relevance" and show 50 results per page.

On the left side of the page, there are several filters under the heading "Narrow Your Search":

- Collection:** Compilation of Presidential Documents (12696), Congressional Record (3451), Federal Register (959). See More...
- Date Published:** 2000 (2435), 1999 (2293), 1994 (2200). See More...
- Government Author:** Federal Register Office (14206), National Archives and Records Administration (14206), Congress (4821). See More...
- Organization:** Executive Office of the President (936), Ford (502), Committee on Appropriations (502). See More...
- Person:** Clinton, William J. (14055), Bill Clinton (5543), Reid, Harry (384). See More...

The search results list includes:

- 142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF [PDF 99 KB] Congressional Record. Mr. DORNAN and Mr. SOLOMON. Monday, September 30, 1996. ...Printing Office [www.gpo.gov] BILL CLINTON, SECURITY CLEARANCE AND COMMANDER...And the message was simply that Bill Clinton, I want to say this slowly and...defy someone to contradict me, Bill Clinton could never [Page... More Information
- 142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY [PDF 45 KB] Congressional Record. Monday, February 5, 1996. ...gpo.gov] BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY...following letters from a young Bill Clinton to his ROTC draft board adviser...the Washington Times] Text of Bill Clinton's Letter to ROTC Colonel... More Information
- 140 Cong. Rec. E - SIKH NATION THANKS PRESIDENT BILL CLINTON AND THE PEOPLE OF AMERICA Congressional Record. Mr. CONDIT. Thursday, March 17, 1994. ...SIKH NATION THANKS PRESIDENT BILL CLINTON AND THE PEOPLE OF AMERICA...appreciation and gratitude to President Bill Clinton, the Congress and the people of...appreciation and gratitude to President Bill Clinton, the Congress and the people... More Information
- CRI 1993 - PRESIDENT OF THE UNITED STATES (Bill Clinton) [TEXT 56 KB] Congressional Record Index. Friday, December 31, 1993. ...PRESIDENT OF THE UNITED STATES (Bill Clinton) Addresses Children's Defense...Foggy Bottom Fumbling--Why Bill Clinton Needs to Overhaul His Foreign...Legal Counsel in Bobbie Hill v. Bill Clinton, et al. (see S. Res.... More Information
- 141 Cong. Rec. E1127 - BILL CLINTON RECORD [PDF 45 KB] Congressional Record. Mr. RICHARDSON. Thursday, May 25, 1995. ...Printing Office [www.gpo.gov] BILL CLINTON RECORD _____ HON. BILL RICHARDSON...Monthly, May 1995] He's No Bill Clinton (By Daniel Franklin) It was tough...the magic bullet that will hand Bill Clinton a Trumanesque comeback in... More Information
- 150 Cong. Rec. S11790 - BILL CLINTON--A PLACE IN HISTORY [PDF 38 KB] Congressional Record. Mr. KENNEDY. Saturday, November 20, 2004. ...Printing Office [www.gpo.gov] BILL CLINTON--A PLACE IN HISTORY Mr. KENNEDY...the opening of former President Bill Clinton's Presidential Library. It was...this is the very modern edge of Bill Clinton's Presidential Library, on... More Information

4.4. Accessing Additional Pages of Search Results

Description

The total number of search results retrieved can be found at the top of the page above the search results. You can access additional pages of results beyond those currently displayed on your screen using the links next to the total number of search results.

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Select **Prev**, a page number, or **Next** at the top of the Search Results panel.
- Step 3. The page selected appears with additional search results.

Example

Perform a search for “Bill Clinton” and access the second page of results for your query.

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. Click on the **2** link in the series of pages directly to the left of the **Next** link (Figure 4.3-1).
- Step 3. View the second page of search results (Figure 4.4-2).

Figure 4.4-1 Access Additional Pages of Search Results

The screenshot shows the GPO website's search results interface. At the top, there is a navigation bar with links like 'About GPO', 'Newsroom/Media', etc. Below that is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. The main content area is titled 'SEARCH RESULTS' and shows a search for 'Bill Clinton'. The search bar contains 'Bill Clinton' and there are buttons for 'Within Results', 'SEARCH', 'Advanced Search', 'Retrieve by Citation', and 'Help'. Below the search bar, the results are displayed in a list. The first result is '142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF [PDF 99 KB]'. The second result is '142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY [PDF 45 KB]'. The third result is '140 Cong. Rec. E - SIKH NATION THANKS PRESIDENT BILL CLINTON AND THE PEOPLE OF AMERICA'. The fourth result is 'CRI 1993 - PRESIDENT OF THE UNITED STATES (Bill Clinton) [TEXT 56 KB]'. The fifth result is '141 Cong. Rec. E1127 - BILL CLINTON RECORD [PDF 45 KB]'. The sixth result is '150 Cong. Rec. S11790 - BILL CLINTON--A PLACE IN HISTORY [PDF 38 KB]'. On the left side of the page, there is a sidebar with 'Narrow Your Search' options, including 'Collection', 'Date Published', 'Government Author', 'Organization', and 'Person'. The 'Date Published' section is highlighted with a red box, and the '2' link in the pagination is also highlighted with a red box.

Figure 4.4-2 Page 2 of Search Results

The screenshot shows the GPO website's search results page. At the top, there is a navigation bar with links: About GPO, Newsroom/Media, Congressional Relations, Inspector General, Careers, Contact, and askGPO. Below this is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. A secondary navigation bar includes Home, Customers, Vendors, and Libraries.

The main content area is titled 'FDsys - GPO Access' and 'SEARCH RESULTS'. A search box contains the text 'Bill Clinton' and a 'SEARCH' button. To the right of the search box are links for 'Advanced Search', 'Retrieve by Citation', and 'Help'. Below the search box, there is a 'Narrow Your Search' section with filters for 'Collection', 'Date Published', 'Government Author', 'Organization', and 'Person'. The 'Collection' filter is currently selected, showing options like 'Compilation of Presidential Documents (12696)', 'Congressional Record (3451)', and 'Federal Register (959)'. The 'Date Published' filter shows years 2000, 1999, and 1994. The 'Government Author' filter lists 'Federal Register Office (14206)', 'National Archives and Records Administration (14206)', and 'Congress (4821)'. The 'Organization' filter lists 'Executive Office of the President (936)', 'Ford (502)', and 'Committee on Appropriations (502)'. The 'Person' filter lists 'Clinton, William J. (14055)', 'Bill Clinton (5543)', and 'Reid, Harry (384)'. Each filter has a 'See More...' link.

The search results are displayed in a list format. The first result is '31 WCPD 1640 - Interview With Larry King in Culver City, California [PDF 83 KB]'. The second result is '30 WCPD 2232 - Interview with Ed Gordon of Black Entertainment Television and a Question-and-Answer Session [PDF 73 KB]'. The third result is '30 WCPD 1881 - The President's News Conference With President Yeltsin of Russia [PDF 45 KB]'. The fourth result is '31 WCPD 478 - Interview With Tony Bruno and Chuck Wilson of ESPN Radio [PDF 26 KB]'. The fifth result is '30 WCPD 58 - The President's News Conference With President Boris Yeltsin of Russia in Moscow [PDF 56 KB]'. The sixth result is '32 WCPD 602 - Interview With Jon Miller and Fred Manfra of WBAL Radio in Baltimore, Maryland [PDF 32 KB]'. Each result includes a brief description and a 'More Information' link.

At the bottom of the page, there is a footer with the text 'Page 49'.

4.5. Narrow Your Search Results

Description

You can filter your search results by selecting metadata values for various metadata fields in the Narrow Your Search panel on the left hand side of the Search Results page. The number of results with that metadata value is displayed in parentheses to the right of the metadata value.

The following Narrow Your Search categories are available for all collections:

- Collection
- Date Published
- Government Author
- Organization
- Person
- Location
- Keyword

Additional Narrow Your Search categories are available after you have filtered your results by one of the values from the Collection category.

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. From the Narrow Your Search panel on the Search Results page, click on the metadata value to filter by.
Note: If you do not see the specific metadata value you are looking for, click the **See More ...** link for that category to expand the list of values.
- Step 4. Repeat Step 2 for any additional metadata values you want to filter by.
- Step 5. View your results.

Example

Perform a search for “Bill Clinton” and narrow your search from all results containing “Bill Clinton” to all results containing “Bill Clinton” from the Congressional Bills collection, where the government author is the House of Representatives and the Congress Number is the 109th Congress.

Step 1. Enter “Bill Clinton” into the **Search Box** and click on the **Search** button.

Figure 4.5-1 Search Results Page for “Bill Clinton”

The screenshot shows the FDsys search results page for the query "Bill Clinton". The page header includes navigation links for "About GPO", "Newsroom/Media", "Congressional Relations", "Inspector General", "Careers", "Contact", and "askGPO". The main header features the GPO logo and the text "U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed". Below this is a secondary navigation bar with "Home", "Customers", "Vendors", and "Libraries".

The left sidebar contains a "Narrow Your Search" section with several categories:

- Collection**:
 - Compilation of Presidential Documents (12696)
 - Congressional Record (3451)
 - Federal Register (959)
 - See More...
- Date Published**:
 - 2000 (2435)
 - 1999 (2293)
 - 1994 (2200)
 - See More...
- Government Author**:
 - Federal Register Office (14206)
 - National Archives and Records Administration (14206)
 - Congress (4821)
 - See More...
- Organization**:
 - Executive Office of the President (936)
 - Ford (502)
 - Committee on Appropriations (502)
 - See More...
- Person**:
 - Clinton, William J. (14055)
 - Bill Clinton (5543)
 - Reid, Harry (384)
 - See More...
- Location**:
 - USA (19033)
 - Washington (2078)
 - California (1645)
 - See More...
- Keyword**:
 - national archives (14184)
 - executive office (13643)
 - government printing office (11048)
 - See More...

The main content area displays "SEARCH RESULTS" for "Bill Clinton". It includes a search box with the query, a "Within Results" checkbox, and a "SEARCH" button. Below the search box, there are links for "Advanced Search", "Retrieve by Citation", and "Help".

The results list shows 9 items, with the first two visible:

- 142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF [PDF 99 KB]**
Congressional Record. Mr. DORNAN and Mr. SOLOMON. Monday, September 30, 1996.
...Printing Office [www.gpo.gov] BILL CLINTON, SECURITY CLEARANCE AND COMMANDER... And the message was simply that Bill Clinton, I want to say this slowly and...defy someone to contradict me, Bill Clinton could never [Page... [More Information](#)
- 142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY [PDF 45 KB]**
Congressional Record. Monday, February 5, 1996.
...gpo.gov] BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY...following letters from a young Bill Clinton to his ROTC draft board adviser...the Washington Times] Text of Bill Clinton's Letter to ROTC Colonel... [More Information](#)

Step 2. From the Narrow Your Search panel on the Search Results page, expand the Collections category by clicking the **See More ...** link (Figure 4.5-2).

Figure 4.5-2 Narrow Your Search See More... Link

This screenshot is identical to Figure 4.5-1, but with a red box highlighting the "See More..." link under the "Collection" category in the "Narrow Your Search" sidebar.

Step 3. From the Narrow Your Search panel on the Search Results page, click on **Congressional Documents** from the Collection category. Notice that when a link is selected, a red x [X] is placed next to the field name (Figure 4.5-3).

Figure 4.5-3 Narrow Your Search by Collection

The screenshot shows the FDsys search results page for the query "Bill Clinton". The left sidebar contains a "Narrow Your Search" panel with a "Collection" section. The "Congressional Documents (47)" link is highlighted with a red box and has a red 'X' next to it. Other collection options include "Compilation of Presidential Documents (12898)", "Congressional Record (3451)", "Federal Register (959)", "Public Papers of the Presidents (548)", "Congressional Record (Bound Edition) (441)", "Congressional Hearings (417)", "Congressional Record Index (203)", "Congressional Reports (103)", "Congressional Bills (97)", "Congressional Directory (17)", "Congressional Committee Prints (19)", "GAO Reports and Comptroller General Decisions (4)", "United States Code (3)", "Economic Report of the President (2)", "United States Statutes at Large (2)", "History of Bills (1)", and "Public and Private Laws (1)".

The main content area shows "SEARCH RESULTS" for "Bill Clinton" with 10 results displayed. The first result is "142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF [PDF 99 KB]".

Step 4. From the Narrow Your Search panel on the Search Results page, click on **House of Representatives** from the Government Author category (Figure 4.5-4).

Figure 4.5-4 Narrow Your Search by Government Author

The screenshot shows the FDsys search results page for the query "Bill Clinton". The left sidebar contains a "Narrow Your Search" panel with a "Government Author" section. The "House of Representatives (21)" link is highlighted with a red box and has a red 'X' next to it. Other government author options include "Congress (45)" and "Senate (24)".

The main content area shows "SEARCH RESULTS" for "Bill Clinton" with 10 results displayed. The first result is "S. Doc. 106-4, Volume 4 - IMPEACHMENT TRIAL OF PRESIDENT WILLIAM JEFFERSON CLINTON VOLUME I: PRELIMINARY PROCEEDINGS [PDF 1735 KB]".

Step 5. From the Narrow Your Search panel on the Search Results page, click on **105th Congress (1997 - 1998)** from the Congress Number category (Figure 4.5-5).

Figure 4.5-5 Narrow Your Search by Congress Number

The screenshot shows the GPO FDsys search interface. At the top, there are navigation links: About GPO, Newsroom/Media, Congressional Relations, Inspector General, Careers, Contact, and askGPO. Below this is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. A secondary navigation bar includes Home, Customers, Vendors, and Libraries.

The main content area is titled 'FDsys - GPO Access' and includes links for 'Search Government Publications', 'Browse Government Publications', 'About Government Publications', and 'Search on GPO Access'. Below this is a 'Narrow Your Search' panel with several filter categories:

- Collection:** Congressional Documents (21) [X]
- Date Published:** 1998 (4), 2000 (3), 1995 (3), See More...
- Government Author:** House of Representatives (21) [X], Congress (21)
- Organization:** ABM (1), Cannon (1), Ford (1), See More...
- Person:** Bill Clinton (8), Newt Gingrich (6), Abu Hafs (1), See More...
- Location:** USA (21), Washington (8), Washington, Dc (7), See More...
- Keyword:** executive office (13), united states (10), bill clinton (8), See More...
- Congress Number:** 105th Congress (1997 - 1998) (7), 106th Congress (1999 - 2000) (5), 104th Congress (1995 - 1996) (4), See More...

The search results section is titled 'SEARCH RESULTS' and shows a search for 'Bill Clinton'. It includes a search bar with the text 'Bill Clinton', a 'Within Results' checkbox, and a 'SEARCH' button. There are also links for 'Advanced Search', 'Retrieve by Citation', and 'Help'. Below the search bar, it shows 'Results 1 - 10 of 21' and sorting options: 'Sort by: Relevance' and '10 per page'. The results list includes:

- H. Doc. 108-204 - The Cannon Centenary Conference The Changing Nature of the Speakership [PDF 8474 KB]**
Congressional Documents. 108th Congress. Saturday, May 1, 2004.
...would come. I believe that had Bill Clinton and Hillary Clinton listened the...we had a phase of working with Bill Clinton. And the fact is, if you look...a room where Newt Gingrich and Bill Clinton are having a conversation... [More Information](#)
- H. Doc. 105-60 - PROCEEDINGS OF THE 97TH NATIONAL CONVENTION OF THE VETERANS OF FOREIGN WARS OF THE UNITED STATES [PDF 1536 KB]**
Congressional Documents. 105th Congress. Committee on National Security. Thursday, March 20, 1997.
...Thai appreciate it that President Bill Clinton has sent a letter of congratulations to His Majesty. President Bill Clinton also mentioned the relationship...bifida. We are proud that under Bill Clinton's leadership we have... [More Information](#)
- H. Doc. 105-8 - National Report Disabled American Veterans 1996 New Orleans Hilton Riverside, New Orleans... [PDF 2088 KB]**
Congressional Documents. 105th Congress. Committee on Veterans' Affairs. Tuesday, January 7, 1997.
...merci, than you, to President Bill Clinton for the giving of his time to come...introduce our next very special guest. Bill Clinton was sworn in as the 42nd President...privilege to present the Honorable Bill Clinton, President of the United... [More Information](#)
- H. Doc. 108-227 - Ronald Reagan [PDF 3949 KB]**
Congressional Documents. 108th Congress. Executive Communication from George W. Bush. Saturday, December 31, 2005.
...this meeting, I remember that Bill Clinton had been elected President of the...that moment working for President Bill Clinton. And we knew then that even though...Begin. Had it been Jimmy Carter or Bill Clinton, it would not have... [More Information](#)
- H. Doc. 105-310 - REFERRAL FROM INDEPENDENT COUNSEL KENNETH W. STARR IN CONFORMITY WITH THE REQUIREMENTS OF TITLE... [PDF 640 KB]**
Congressional Documents. 105th Congress. Committee on the Judiciary. Friday, September 11, 1998.
...Monica Lewinsky with best wishes, Bill Clinton"; (d) a photograph of the...To Monica--Thanks for the tie Bill Clinton"; (e) a photograph of the...To Monica--Happy Birthday! Bill Clinton 7-23-97"; (f) a sun... [More Information](#)
- H. Doc. 110-61 - Gerald R. Ford h 1913-2006 Gerald R. Ford Late a President of the United States MEMORIAL... [PDF 1328 KB]**
Congressional Documents. 110th Congress. Friday, August 3, 2007.
...to the impeachment of President Bill Clinton. In 1999, 25 years after he assumed...Jimmy Carter, President and Mrs. Bill Clinton, former First Family members...President Ford in 2000 by President Bill Clinton. In 1999, he was awarded... [More Information](#)
- H. Doc. 104-177 - National Debate Topic for Colleges, 1995-1996 RESOLVED: That the United States government should... [PDF 4272 KB]**
Congressional Documents. 104th Congress. Executive Communication from null. Thursday, May 11, 1995.
...House East Room featuring President Bill Clinton and Prime Minister Yitzhak Rabin...expects an administration headed by Bill Clinton and Al Gore to be as friendly to...men of peace, complimented by Bill Clinton and Francois Mitterrand,... [More Information](#)
- H. Doc. 105-210 - EMIGRATION LAWS AND POLICIES OF ALBANIA [PDF 125 KB]**
Congressional Documents. 105th Congress. Committee on Ways and Means. Executive Communication from William J. Clinton. Thursday, February 5, 1998.
...This semiannual report is submitted as required by law pursuant to the determination of December 5, 1997. Sincerely, Bill Clinton. Report to Congress Concerning Emigration Laws and Policies of Albania This report is submitted pursuant to... [More Information](#)



Step 6. View your results for documents containing “Bill Clinton” from Congressional Bills, authored by the House of Representatives from the 105th Congress (Figure 4.5-6).

Note: To undo a filter, simply click on the **[X]** next to the metadata value you filtered by.

Figure 4.5-6 Narrow Your Search Results

The screenshot shows the FDsys search results page for the query "Bill Clinton". The page is titled "SEARCH RESULTS" and displays a list of 7 results. The left sidebar contains various filters, including "Collection", "Date Published", "Government Author", "Organization", "Person", "Location", "Keyword", and "Congress Number". The "Congress Number" filter is currently set to "105th Congress (1997 - 1998) (7) [X]". The search results list includes:

- 1. H. Doc. 105-60 - PROCEEDINGS OF THE 97TH NATIONAL CONVENTION OF THE VETERANS OF FOREIGN WARS OF THE UNITED STATES [PDF 1536 KB]
- 2. H. Doc. 105-8 - National Report Disabled American Veterans 1996 New Orleans Hilton Riverside, New Orleans... [PDF 2088 KB]
- 3. H. Doc. 105-310 - REFERRAL FROM INDEPENDENT COUNSEL KENNETH W. STARR IN CONFORMITY WITH THE REQUIREMENTS OF TITLE... [PDF 640 KB]
- 4. H. Doc. 105-210 - EMIGRATION LAWS AND POLICIES OF ALBANIA [PDF 125 KB]
- 5. H. Doc. 105-302 - AN AMENDMENT TO EXECUTIVE ORDER 12947 DEALING WITH THE WORLDWIDE THREAT POSED BY FOREIGN TERRORISTS [PDF 128 KB]
- 6. H. Doc. 105-13 - RWANDA AND THE GREAT LAKES REGION OF EASTERN ZAIRE [PDF 126 KB]

4.6. Search Within Results

Description

In addition to using the links in the Narrow Your Search panel, you can further filter your results by performing another search within the results you just obtained by checking the Within Results checkbox and then specifying additional search criteria in the Simple Search Box. The format of the query or search criteria is the same as that specified for Simple Search in Section 3.1 or Search Query Operators in Section 3.4.

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the **Within Results** checkbox.
- Step 3. Enter a new search into the **Search Box**.
- Step 4. Click on the **Search** button.
- Step 5. View your new results on the Search Results page.

Example

Perform a search for “Bill Clinton” and then enter new search criteria “George W. Bush” in the simple search box to search for documents containing both “Bill Clinton” and “George W. Bush.”

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. Click on the **Within Results** checkbox (Figure 4.6-1).
- Step 3. Enter “*George W. Bush*” in the **Search Box**.
- Step 4. Click on the **Search** button.

Figure 4.6-1 Search Within Results

The screenshot shows the FDsys search results interface. At the top, there are navigation links: About GPO, Newsroom/Media, Congressional Relations, Inspector General, Careers, Contact, and askGPO. Below this is the GPO logo and the text "U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed". A secondary navigation bar includes Home, Customers, Vendors, and Libraries. The main content area is titled "FDsys - GPO Access" and contains a "Search Government Publications" section. In this section, the search box contains "George W. Bush", the "Within Results" checkbox is checked, and the "SEARCH" button is visible. To the right of the search box are links for "Advanced Search", "Retrieve by Citation", and "Help". Below the search box, it says "Original search: 'Bill Clinton'". The results section shows "Results 1 - 10 of 19033" with navigation links for "Prev", "1", "2", "3", "4", "5", "6", "...", "1904", and "Next". There are also "Sort by:" and "10 per page" options. The first four results are listed, each with a link to "More Information".



Step 5. View your new results on the Search Results page, as shown below.

Figure 4.6-2 Search Results Page for Search Within Results

The screenshot shows the FDsys search results page. At the top, there is a navigation bar with links for 'About GPO', 'Newsroom/Media', 'Congressional Relations', 'Inspector General', 'Careers', 'Contact', and 'askGPO'. Below this is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. A secondary navigation bar includes 'Home', 'Customers', 'Vendors', and 'Libraries'. The main content area is titled 'FDsys - GPO Access' and includes links for 'Search Government Publications', 'Browse Government Publications', 'About Government Publications', and 'Search on GPO Access'. A 'Narrow Your Search' sidebar on the left lists various filters: 'Collection' (Congressional Record (394), Compilation of Presidential Documents (163), Congressional Hearings (106)), 'Date Published' (2000 (179), 2001 (102), 2004 (101)), 'Government Author' (Congress (653), National Archives and Records Administration (204), Federal Register Office (204)), and 'Organization' (Ensign (73), Cannon (71), Committee on Appropriations (68)). The search results section shows the query 'Bill Clinton' and 'George W. Bush' with a 'SEARCH' button and options for 'Advanced Search', 'Retrieve by Citation', and 'Help'. The results are sorted by 'Relevance' and show 10 per page. The first five results are listed, each with a title, PDF size, and a 'More Information' link.

FDsys > Search Results

SEARCH RESULTS

Search Government Publications [Advanced Search](#)
[Retrieve by Citation](#)
[Help](#)

Within Results

Results 1 - 10 of 858 <Prev 1 2 3 4 5 6 . . . 86 Next> Sort by: Relevance Go 10 per page Go

- 2004 Public Papers 2769 - Remarks in Findlay, Ohio [PDF 65 KB]**
Public Papers of the Presidents of the United States: George W. Bush. Presidential Document. Wednesday, October 27, 2004.
...Presidents of the United States: George W. Bush (2004, Book III) [October...can say about that is, I am George W. Bush, and I approve of that message...Democrats supported it and President Bill Clinton signed it into law. But... [More Information](#)
- 2004 Public Papers 2395 - Presidential Debate in St. Louis, Missouri [PDF 116 KB]**
Public Papers of the Presidents of the United States: George W. Bush. Presidential Document. Friday, October 8, 2004.
...the Presidents of the United States: George W. Bush (2004, Book III) [October 8...Presidential debates between President George W. Bush, the Republican nominee, and Senator...rollback to the level we were at with Bill Clinton, when people made a lot of... [More Information](#)
- 2004 Public Papers 2748 - Remarks in Dubuque, Iowa [PDF 62 KB]**
Public Papers of the Presidents of the United States: George W. Bush. Presidential Document. Tuesday, October 26, 2004.
...Presidents of the United States: George W. Bush (2004, Book III) [October...all I can say to that is, I am George W. Bush, and I approve of that message...Democrats supported it and President Bill Clinton signed it into law. But... [More Information](#)
- 2002 Public Papers - 1085 Appendix A: Digest of Other White House Announcements [PDF 138 KB]**
Public Papers of the Presidents of the United States: George W. Bush. Appendix. Tuesday, January 1, 2002.
...the Presidents of the United States: George W. Bush (2002, Book I) [January 1, 2002... Appendix A / Administration of George W. Bush, 2002 Appendix A / Administration of George W. Bush, 2002 Appendix A--Digest of... [More Information](#)
- 2004 Public Papers 2741 - Remarks in Cuba City, Wisconsin [PDF 63 KB]**
Public Papers of the Presidents of the United States: George W. Bush. Presidential Document. Tuesday, October 26, 2004.
Presidents of the United States: George W. Bush (2004, Book III) [October...Page 2741] that is, I am George W. Bush, and I approve of that

4.7. Accessing Documents

Description

Once you have narrowed your search results and found the document(s) you are looking for, you can access the document from the Search Results page.

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. From the Search Results page, click on the title of the document.
- Step 3. When you click on the document name, another window will appear that has the document in it. Depending on your computer settings,
 - The PDF file may open in your browser window,
 - The PDF file may open in Adobe Acrobat or another program, or
 - You may be asked to save the file to your computer.

If you do not have Adobe Acrobat Reader, it can be downloaded for free from Adobe's Web site at <http://www.adobe.com/products/acrobat/readstep2.html>.

Example

Perform a search for "Bill Clinton" and access the PDF of the document from the Search Results page.

- Step 1. Enter "Bill Clinton" into the **Search Box** and click on the **Search** button.
- Step 2. From the Search Results page, click on the title of the document (Figure 4.7-1).

Figure 4.7-1 Access Documents by Clicking on Title of Search Result

The screenshot shows the GPO website's search results page. The search term "Bill Clinton" is entered in the search box. The results are sorted by Relevance and show 10 results per page. The second result is highlighted with a red box: "142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON 'LOATHES' THE MILITARY [PDF 45 KB]". The page includes navigation links like "Home", "Customers", "Vendors", and "Libraries", and a sidebar with "Narrow Your Search" options for Collection, Date Published, Government Author, and Organization.

- Step 3. When you click on the document name, another window will appear that has the document in it. Depending on your computer settings,
- The PDF file may open in your browser window,
 - The PDF file may open in Adobe Acrobat, or
 - You may be asked to save the file to your computer.

For this example, the document opened in a new browser window as a PDF file. From here, you can view, print or save a copy of the document as you can any PDF document.

Figure 4.7-2 Document Accessed From Search Results Page



4.8. Accessing More Information About Documents

Description

Once you have narrowed your search results and found the document(s) you are looking for, you can access more information about the document by clicking on the **More Information** link in the search result as shown below.

Procedure

- Step 1. Perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. From the Search Results page, click on the **More Information** link in the search result.
- Step 3. View the More Information page, which contains:
 - Actions panel
 - Download Files section
 - Metadata section
 - Document in Context section (for select documents)

Procedures and examples for these options are presented in sections 4.8.1 through 4.8.4.

Example

Perform a search for “Bill Clinton” and access the More Information page.

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. From the Search Results page, click on the **More Information** link in the search result. (Figure 4.8-1).

Figure 4.8-1 Access the More Information Page

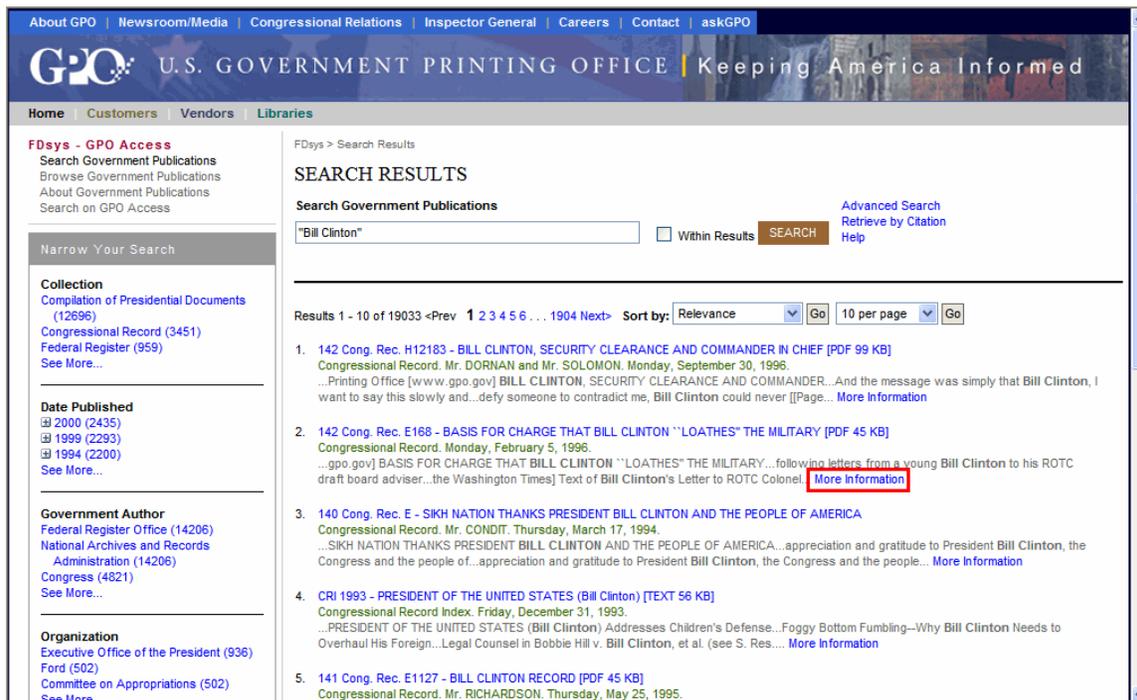




Figure 4.8-2 More Information Page

[About GPO](#) | [Newsroom/Media](#) | [Congressional Relations](#) | [Inspector General](#) | [Careers](#) | [Contact](#) | [askGPO](#)

U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed

[Home](#) | [Customers](#) | [Vendors](#) | [Libraries](#)

FDsys - GPO Access

[Search Government Publications](#)
[Browse Government Publications](#)
[About Government Publications](#)
[Search on GPO Access](#)

Actions

[Browse the Congressional Record](#)
[More Information about the Congressional Record](#)
[View in Catalog of U.S. Government Publications](#)
[Find at a local Federal depository library](#)
[Purchase your own copy](#)
[Email a link to this page](#)

View Related Publications

[Conference Reports](#)
[Congressional Bills](#)
[Congressional Record \(Bound\)](#)
[Congressional Record Index](#)
[History of Bills](#)
[House Journal](#)
[Statutes at Large](#)

FDsys > Search Results > More Information

Search Government Publications

[SEARCH](#)
[Advanced Search](#)
[Retrieve by Citation](#)
[Help](#)

142 CONG. REC. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY

[Back to search results](#)

Download Files

Formats	Text (24 KB) PDF (45 KB)
Descriptive Metadata	MODS
Authenticity Metadata	PREMIS
All Format & Metadata Files	ZIP file

Metadata

Category	Proceedings of Congress and General Congressional Publications
Collection	Congressional Record
Publication Title	Congressional Record Volume 142, Issue 15 (February 5, 1996)
SuDoc Class Number	X 1.1/A: XA.
Publisher	U.S. Government Printing Office
Page Number Range	E168-170
Congress	104th Congress, 2nd Session
Section	Extensions of Remarks
Sub Type	All Other Legislative Business

Document in Context

Entire Issue	PDF More
Senate Section	PDF
Extensions of Remarks Section	PDF
Daily Digest	PDF

142 Cong. Rec. E147 - HONORING THE AWARD WINNERS OF THE DALE CITY CIVIC ASSOCIATION
 Congressional Record. Mr. DAVIS. February 5, 1996
 [Text](#) | [PDF](#) | [More](#)

142 Cong. Rec. E147 - TRIBUTE TO LLOYD CHARLES BROWN
 Congressional Record. Mr. SERRANO. February 5, 1996
 [Text](#) | [PDF](#) | [More](#)

142 Cong. Rec. E147 - TRIBUTE TO RALPH E. DALTON

4.8.1. Downloading Document and Metadata Files

Description

From the More Information page you can download various formats of a document as well as metadata files. Most documents will be available in PDF and Text formats, but other formats may be available depending on the publication. Metadata will be available in MODS XML format for descriptive metadata and PREMIS XML format for authenticity metadata. A complete package is also available for download as a zipped file containing both metadata and content files.

Procedure

- Step 1. Browse using the Browse Government Publications pages or perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the **More Information** link from the Search Results page or the **More** link on one of the Browse Government Publications pages.
- Step 3. To download the document, metadata files, or both, click on the appropriate link in the Download Files section of the More Information page.
- Step 4. Save or print documents as desired.

Example

Perform a search for “Bill Clinton” and access the More Information page and download the ZIP file of the document containing the document and metadata files.

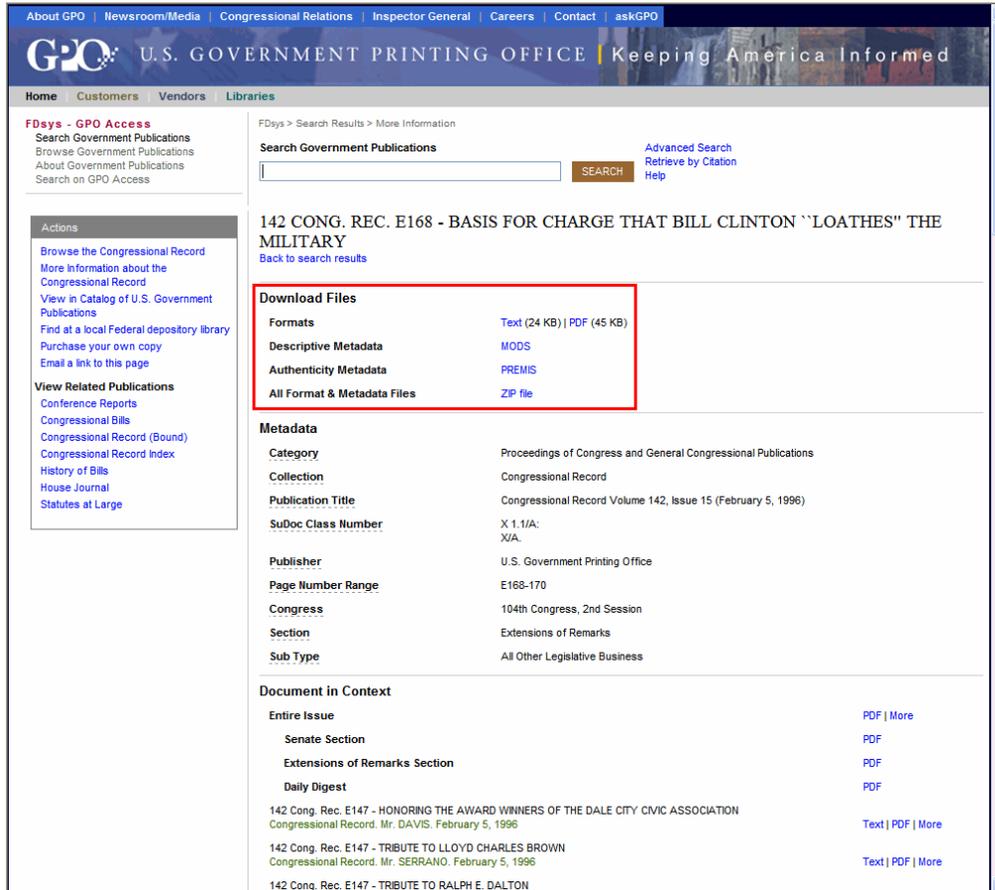
- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. From the Search Results page, click on the **More Information** link in the search result. (Figure 4.8.1-1).

Figure 4.8.1-1 Access the More Information Page

The screenshot shows the FDsys Search Results page for the query "Bill Clinton". The page header includes navigation links like "About GPO", "Newsroom/Media", and "Congressional Relations". The main content area displays "SEARCH RESULTS" for "Search Government Publications". A search box contains "Bill Clinton" and a "SEARCH" button is visible. Below the search box, there are options for "Within Results" and "Advanced Search". The results list shows several entries, with the second entry, "142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON 'LOATHES' THE MILITARY", having a "More Information" link highlighted with a red box. The left sidebar contains filters for "Collection", "Date Published", "Government Author", and "Organization".

Step 3. From the More Information Page, click on the ZIP link (Figure 4.8.1-2).

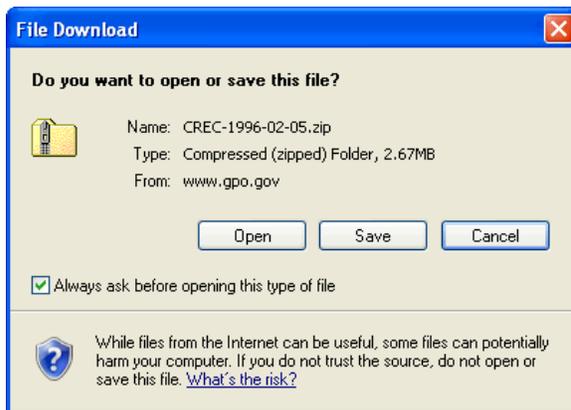
Figure 4.8.1-2 More Information Page Downloading ZIP Files



Step 4. A File Download dialog box will open in a new window. Click on open, save, or cancel (Figure 4.8.1-3).

- Clicking on Open will allow you to unzip the zipped file so you can see both the metadata file and the content file.
- Clicking on Save will allow you to save the zip file to the location you specify.

Figure 4.8.1-3 Zip File Download Dialog Box



4.8.2. Viewing Metadata for Documents

Description

You can view metadata for documents directly on your screen. Each collection uses similar metadata elements, however there are some elements that are unique to specific collections. For more information on the meaning and format of the metadata, see the Collections Available in FDsys page at http://www.gpo.gov/help/collections_available_on_fdsys.htm, and select the collection that you are interested in.

Procedure

- Step 1. Browse using the Browse Government Publications pages or perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the **More Information** link from the Search Results page or the **More** link on one of the Browse Government Publications pages.
- Step 3. View the metadata on the More Information page.
- Step 4. For definitions of the metadata elements, hold your cursor over the metadata name for a few seconds. The availability of these definitions is indicated by a dotted line under the metadata name.

Example

Perform a search for “Bill Clinton” and view metadata on the More Information page.

- Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.
- Step 2. From the Search Results page, click on the **More Information** link in the search result. (Figure 4.8.2-1).

Figure 4.8.2-1 Access the More Information Page

The screenshot shows the FDsys Search Results page. At the top, there is a navigation bar with links: About GPO, Newsroom/Media, Congressional Relations, Inspector General, Careers, Contact, and askGPO. Below this is the GPO logo and the text "U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed".

The main content area is titled "SEARCH RESULTS" and shows a search for "Bill Clinton". There are options for "Within Results" and "SEARCH". To the right, there are links for "Advanced Search", "Retrieve by Citation", and "Help".

Below the search bar, there are filters for "Collection" and "Date Published". The "Collection" filter includes:

- Compilation of Presidential Documents (12696)
- Congressional Record (3451)
- Federal Register (959)

The "Date Published" filter includes:

- 2000 (2435)
- 1999 (2293)
- 1994 (2200)

The search results are displayed in a list format. The first result is:

- 142 Cong. Rec. H12183 - BILL CLINTON, SECURITY CLEARANCE AND COMMANDER IN CHIEF [PDF 99 KB]
 - Congressional Record. Mr. DORNAN and Mr. SOLOMON. Monday, September 30, 1996.
 - ...Printing Office [www.gpo.gov] BILL CLINTON, SECURITY CLEARANCE AND COMMANDER... And the message was simply that Bill Clinton, I want to say this slowly and...defy someone to contradict me, Bill Clinton could never [Page... [More Information](#)

The second result is:

- 142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY [PDF 45 KB]
 - Congressional Record. Monday, February 5, 1996.
 - ...gpo.gov] BASIS FOR CHARGE THAT BILL CLINTON "'LOATHES" THE MILITARY... following letters from a young Bill Clinton to his ROTC draft board adviser...the Washington Times] Text of Bill Clinton's Letter to ROTC Colonel. [More Information](#)

The third result is:

- 140 Cong. Rec. E - SIKH NATION THANKS PRESIDENT BILL CLINTON AND THE PEOPLE OF AMERICA
 - Congressional Record. Mr. CONDIT. Thursday, March 17, 1994.
 - ...SIKH NATION THANKS PRESIDENT BILL CLINTON AND THE PEOPLE OF AMERICA... appreciation and gratitude to President Bill Clinton, the Congress and the people of... appreciation and gratitude to President Bill Clinton, the Congress and the people... [More Information](#)

The fourth result is:

- CRI 1993 - PRESIDENT OF THE UNITED STATES (Bill Clinton) [TEXT 56 KB]
 - Congressional Record Index. Friday, December 31, 1993.
 - ...PRESIDENT OF THE UNITED STATES (Bill Clinton) Addresses Children's Defense...Foggy Bottom Fumbling--Why Bill Clinton Needs to Overhaul His Foreign...Legal Counsel in Bobbie Hill v. Bill Clinton, et al. (see S. Res.... [More Information](#)

The fifth result is:

- 141 Cong. Rec. E1127 - BILL CLINTON RECORD [PDF 45 KB]
 - Congressional Record. Mr. RICHARDSON. Thursday, May 25, 1995.

Step 3. View the metadata on the More Information page (Figure 4.8.2-2).

Figure 4.8.2-2 More Information Page Viewing Metadata

The screenshot shows the FDsys search results page for the document "142 CONG. REC. E168 - BASIS FOR CHARGE THAT BILL CLINTON 'LOATHES' THE MILITARY". The page includes a navigation menu, search options, and a list of actions. The 'Metadata' section is highlighted with a red box and contains the following information:

Metadata	
Category	Proceedings of Congress and General Congressional Publications
Collection	Congressional Record
Publication Title	Congressional Record Volume 142, Issue 15 (February 5, 1996)
SuDoc Class Number	X 1.1/A: X1A.
Publisher	U.S. Government Printing Office
Page Number Range	E168-170
Congress	104th Congress, 2nd Session
Section	Extensions of Remarks
Sub Type	All Other Legislative Business

Step 4. Hold your cursor over **Collection** for a few seconds. The definition will be displayed (Figure 4.8.2-3)

Figure 4.8.2-3 More Information Page Viewing Metadata Definitions

The screenshot shows the same search results page as Figure 4.8.2-2, but with a tooltip definition displayed for the 'Collection' field. The tooltip text is:

The collection to which the document belongs. Typically the same as the publication or series. Search field operator example is collection:crec.

4.8.3. Document in Context

Description

Publications, or issues of publications, in some collections are broken down into smaller pieces (granules) to improve access to relevant information. The *Federal Register*, for example, consists of several documents, each of which can be accessed separately. The Document in Context section allows you to access other documents issued within the same publication.

Procedure

- Step 1. Browse using the Browse Government Publications pages or perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the **More Information** link from the Search Results page or the **More** link on one of the Browse Government Publications pages.
- Step 3. Access documents and More Information pages for other documents issued within the same publication.

Example

Perform a search for “Bill Clinton” and access a PDF of a document from the same issue of the *Federal Register* from the Document in Context section of the More Information page.

Step 1. Enter “*Bill Clinton*” into the **Search Box** and click on the **Search** button.

Step 2. From the Search Results page, click on the **More Information** link in the search result. (Figure 4.8.3-1).

Figure 4.8.3-1 Access the More Information Page

The screenshot shows the GPO website's search results for "Bill Clinton". The page header includes navigation links like "About GPO", "Newsroom/Media", and "Congressional Relations". The main content area is titled "SEARCH RESULTS" and shows a search box with "Bill Clinton" entered. Below the search box are options for "Within Results" and a "SEARCH" button. The results list shows several items, with the second item, "142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON 'LOATHES' THE MILITARY", highlighted. A red box highlights the "More Information" link next to this result. The left sidebar contains filters for "Collection", "Date Published", "Government Author", and "Organization".



Step 3. Scroll down to the Document in Context section.

Figure 4.8.3-2 More Information Page Document in Context Section

FDsys - GPO Access

Search Government Publications

142 CONG. REC. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY

Download Files

Formats: Text (24 KB) | PDF (45 KB)

Descriptive Metadata: MODS

Authenticity Metadata: PREMIS

All Format & Metadata Files: ZIP file

Metadata

Category: Proceedings of Congress and General Congressional Publications

Collection: Congressional Record

Publication Title: Congressional Record Volume 142, Issue 15 (February 5, 1996)

Subdoc Class Number: X 1 11A

Publisher: U.S. Government Printing Office

Page Number Range: E168-170

Congress: 104th Congress, 2nd Session

Section: Extensions of Remarks

Sub Type: All Other Legislative Business

Document in Context

Entire Issue	PDF More
Senate Section	PDF
Extensions of Remarks Section	PDF
Daily Digest	PDF
142 Cong. Rec. E147 - HONORING THE AWARD WINNERS OF THE DALE CITY CIVIC ASSOCIATION	Text PDF More
142 Cong. Rec. E147 - TRIBUTE TO LLOYD CHARLES BROWN	Text PDF More
142 Cong. Rec. E147 - TRIBUTE TO SALIM E. DALTON	Text PDF More
142 Cong. Rec. E147 - SALUTING AWARD WINNER PEARL R. "REGGY" FIELDS	Text PDF More
142 Cong. Rec. E148 - REGULATION OF TOBACCO BY FDA	Text PDF More
142 Cong. Rec. E148 - FOUR LETTERS	Text PDF More
142 Cong. Rec. E150 - REMARKS BY SENATOR SIMPSON AT NATIONAL PRAYER BREAKFAST	Text PDF More
142 Cong. Rec. E151 - HARRY KUBO CELEBRATES 25 YEARS AT HELM OF THE NISEI FARMERS LEAGUE	Text PDF More
142 Cong. Rec. E151 - AND THE DOVE OF PEACE WEPT, TOO	Text PDF More
142 Cong. Rec. E152 - TWENTY-FIFTH ANNIVERSARY OF THE FERRIGALLOY ASSOCIATION	Text PDF More
142 Cong. Rec. E152 - TRIBUTE TO DAVID R. ELLEMAN	Text PDF More
142 Cong. Rec. E153 - DEEPWATER PORT MODERNIZATION ACT	Text PDF More
142 Cong. Rec. E153 - FIGHTING PORNOGRAPHY ON THE INTERNET	Text PDF More
142 Cong. Rec. E154 - NATIONAL PRAYER BREAKFAST REMARKS	Text PDF More
142 Cong. Rec. E155 - BALANCE THE BUDGET	Text PDF More
142 Cong. Rec. E155 - SALUTE TO MADON AND NATALE CHARD OF THE MADISON HISTORICAL SOCIETY	Text PDF More
142 Cong. Rec. E157 - A TRIBUTE TO HUMBLE MAYOR HADEN E. MCKAY, JR., M.D.	Text PDF More
142 Cong. Rec. E158 - ANTRUST HEALTH CARE ADVANCEMENT ACT OF 1996	Text PDF More
142 Cong. Rec. E159 - GUAR CONSERVATION PROCEEDING MOVING TOWARD CLOSURE	Text PDF More
142 Cong. Rec. E159 - PLAYING WITH FIRE	Text PDF More
142 Cong. Rec. E160 - PARENTS TELEVISION EMPOWERMENT ACT OF 1996	Text PDF More
142 Cong. Rec. E161 - TRIBUTE TO THE ALABAMA PRESS ASSOCIATION ON ITS 125TH ANNIVERSARY	Text PDF More
142 Cong. Rec. E161 - TRIBUTE TO LT COL. DAVID SCHOCK	Text PDF More
142 Cong. Rec. E161 - A TRIBUTE TO HERBERT G. PERSS, A DEDICATED CIVIL SERVANT	Text PDF More
142 Cong. Rec. E162 - ELECTRIC POWER COMPETITION ACT OF 1996	Text PDF More
142 Cong. Rec. E163 - CONGRESSIONAL BOYCOTT	Text PDF More
142 Cong. Rec. E163 - A CLEAN DEBT CEILING EXTENSION BILL	Text PDF More
142 Cong. Rec. E163 - TRIBUTE TO ELIZABETH DOUGHER	Text PDF More
142 Cong. Rec. E164 - TRIBUTE TO MONROE WOODS	Text PDF More
142 Cong. Rec. E164 - TRIBUTE TO JEROME DAVIS	Text PDF More
142 Cong. Rec. E164 - CONGRESS SHOULD VOTE "NO" ON THE AUBURN DAM	Text PDF More
142 Cong. Rec. E165 - A REQUEST FOR KINDNESS	Text PDF More
142 Cong. Rec. E165 - TRIBUTE TO REAR ADMIRAL FREDERICK JULIAN BECTON	Text PDF More
142 Cong. Rec. E166 - THE NINTH CIRCUIT COURT OF APPEALS	Text PDF More
142 Cong. Rec. E166 - REMARKS BY SENATOR NUNN AT NATIONAL PRAYER BREAKFAST	Text PDF More
142 Cong. Rec. E167 - SCHOOLS YOU CAN BELIEVE IN	Text PDF More
142 Cong. Rec. E168 - NCIRA TO PARTICIPATE IN THE TELECOMMUNICATIONS REFORM DEBATE	Text PDF More
142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY	Text PDF More

Step 4. Click on the **PDF** link next to one of the documents.

Figure 4.8.3-3 Access PDF from the Document in Context Section

142 Cong. Rec. E163 - A CLEAN DEBT CEILING EXTENSION BILL Congressional Record. Ms. ESHOO. February 5, 1996	Text PDF More
142 Cong. Rec. E163 - TRIBUTE TO ELIZABETH DOUGHNER Congressional Record. Mr. BEILENSON. February 5, 1996	Text PDF More
142 Cong. Rec. E164 - TRIBUTE TO MONROE WOODS Congressional Record. Mr. RUSH. February 5, 1996	Text PDF More
142 Cong. Rec. E164 - TRIBUTE TO JEROME DAVIS Congressional Record. Mr. COBLE. February 5, 1996	Text PDF More
142 Cong. Rec. E164 - CONGRESS SHOULD VOTE "NO" ON THE AUBURN DAM Congressional Record. Mr. PETRI. February 5, 1996	Text PDF More
142 Cong. Rec. E165 - A REQUEST FOR KINDNESS Congressional Record. Ms. EDDIE BERNICE JOHNSON of Texas. February 5, 1996	Text PDF More
142 Cong. Rec. E165 - TRIBUTE TO REAR ADMIRAL FREDERICK JULIAN BECTON Congressional Record. Mr. WELDON of Pennsylvania. February 5, 1996	Text PDF More
142 Cong. Rec. E166 - THE NINTH CIRCUIT COURT OF APPEALS Congressional Record. Mr. BUNN of Oregon. February 5, 1996	Text PDF More
142 Cong. Rec. E166 - REMARKS BY SENATOR NUNN AT NATIONAL PRAYER BREAKFAST Congressional Record. Mr. LANTOS. February 5, 1996	Text PDF More
142 Cong. Rec. E167 - SCHOOLS YOU CAN BELIEVE IN Congressional Record. Mr. UNDERWOOD. February 5, 1996	Text PDF More
142 Cong. Rec. E168 - NCEITA TO PARTICIPATE IN THE TELECOMMUNICATIONS REFORM DEBATE Congressional Record. Mr. BURR. February 5, 1996	Text PDF More
142 Cong. Rec. E168 - BASIS FOR CHARGE THAT BILL CLINTON "LOATHES" THE MILITARY Congressional Record. February 5, 1996	Text PDF More
142 Cong. Rec. E170 - BROOKLYN CHINESE AMERICAN ASSOCIATION Congressional Record. Ms. VELAZQUEZ. February 5, 1996	Text PDF More
142 Cong. Rec. E170 - A COMMITMENT TO ALL AMERICANS Congressional Record. Mr. COLEMAN. February 5, 1996	Text PDF More
142 Cong. Rec. E171 - NO DESSERT UNTIL WE CLEAN OUR PLATES Congressional Record. Mr. DURBIN. February 5, 1996	Text PDF More
142 Cong. Rec. E171 - NINTH CIRCUIT COURT OF APPEALS REORGANIZATION ACT OF 1966 Congressional Record. Mr. WHITE. February 5, 1996	Text PDF More
142 Cong. Rec. E171 - TRIBUTE TO SENATOR MARSHALL BURNS WILLIAMS Congressional Record. Mr. SPENCE, Mr. MARTINI. February 5, 1996	Text PDF More
142 Cong. Rec. E172 - CAN THE FDA REDUCE UNDERAGE TOBACCO USE? Congressional Record. Mr. TANNER. February 5, 1996	Text PDF More
142 Cong. Rec. E172 - A GREAT MAN RETIRES	

4.8.4. Actions

Description

The More Information page (See above) also has an Actions section that allows you to:

- Browse the collection
- Learn more information about the collection
- View bibliographic information about the publication in GPO's Catalog of U.S. Government Publications
- Find at a local Federal depository library
- Purchase a your own copy of the publication from the U.S. Government Online Bookstore
- Send an email with a link to the More Information page
- View related publications

Procedure

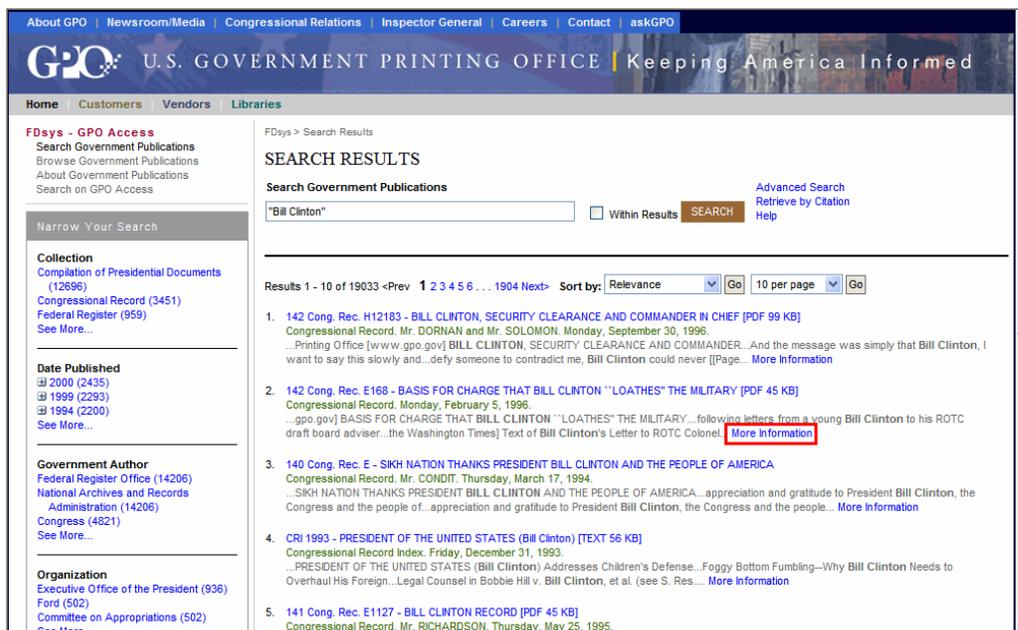
- Step 1. Browse using the Browse Government Publications pages or perform a search using the **Simple Search Box** or Advanced Search page.
- Step 2. Click on the **More Information** link from the Search Results page or the **More** link on one of the Browse Government Publications pages.
- Step 3. Click on one of the links in the Actions panel.

Example

Perform a search for "Bill Clinton" and click on the link to purchase a copy of the document from the Actions panel of the More Information page.

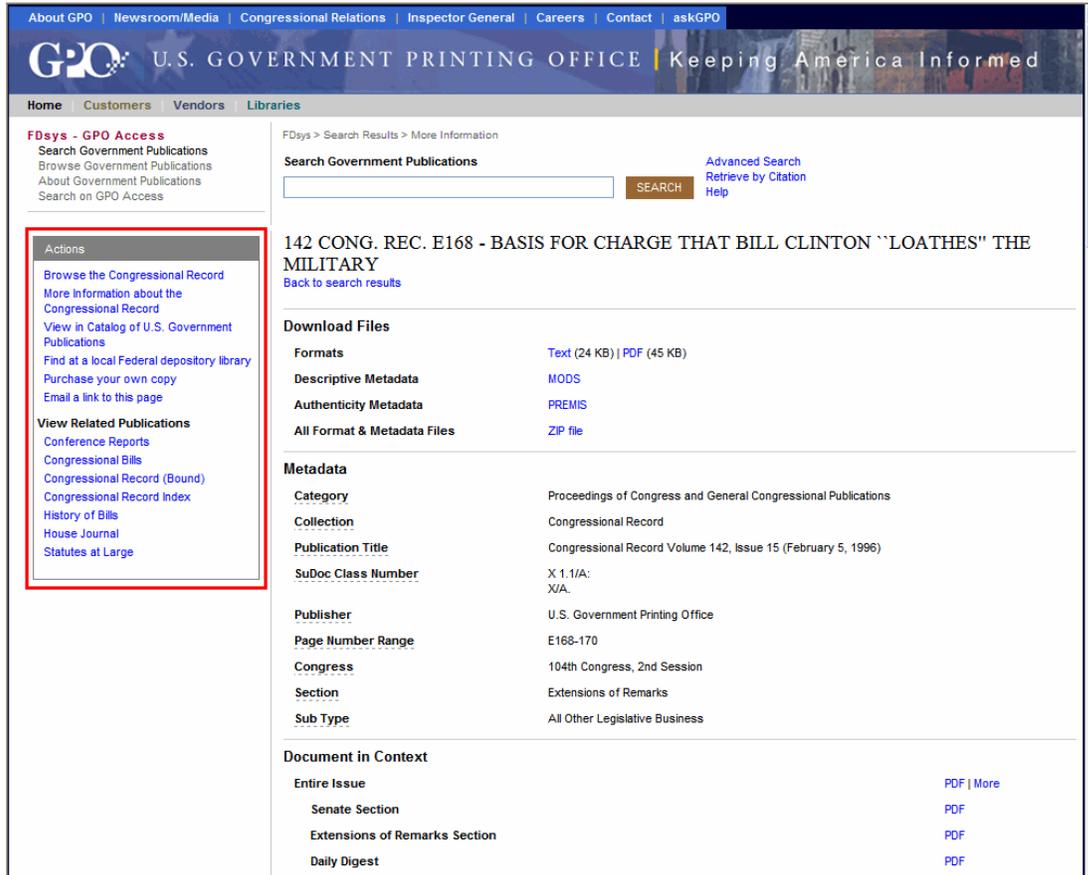
- Step 1. Enter "*Bill Clinton*" into the **Search Box** and click on the **Search** button.
- Step 2. From the Search Results page, click on the **More Information** link in the search result. (Figure 4.8.4-1).

Figure 4.8.4-1 Access the More Information Page



Step 3. Click on the **Purchase your own copy** link (Figure 4.8.4-2).

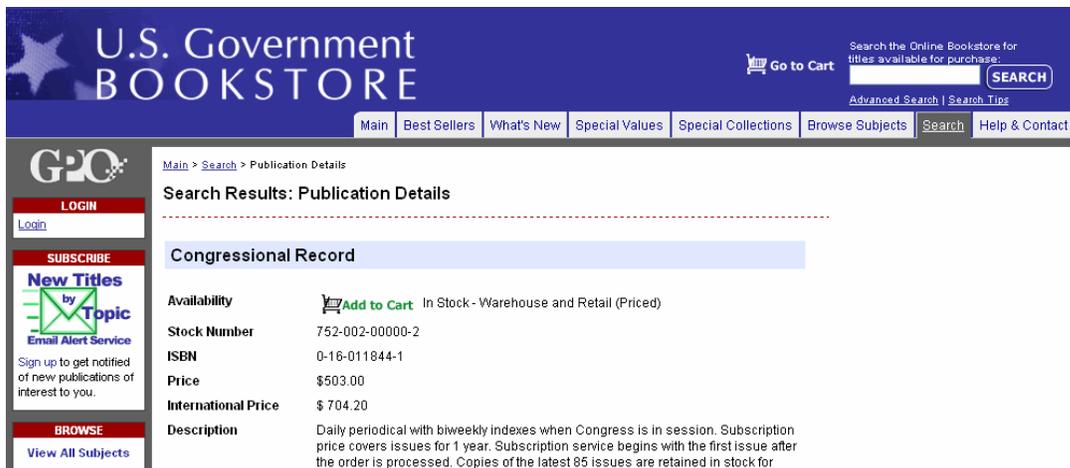
Figure 4.8.4-2 Actions Panel Purchase Your Own Copy



Step 4. Purchase a copy on the U.S. Government Bookstore web page.

Note: If the document is available on the U.S. Government Bookstore Web page, you will be directed to the web page where you can purchase that document. Otherwise, you will be directed to the U.S. Government Bookstore main page.

Figure 4.8.4-3 U.S. Government Bookstore



5. Browsing for Documents

Description

If you prefer to browse through government publications rather than search government publications that match certain keyword values, then you can use the browse feature of FDsys.

Procedure

Step 1. Click on the **Browse Government Publications** link located underneath the FDsys – GPO Access heading at the top of the left navigational bar.

Step 2. From the Browse Government Publications page, choose how you would like to browse by clicking on one of the following tabs:

- **Collection**
- **Congressional Committee**
- **Date**

The three methods of browsing are explained in subsections 5.1 – 5.3.

Example

The FDsys Home Page which has the Browse Government Publications link in the upper left hand corner of the page (Figure 5-1).

The Government Publications page has tabs which allow you to select the method of browsing (Figure 5-2).

Figure 5-1 FDsys Home Page

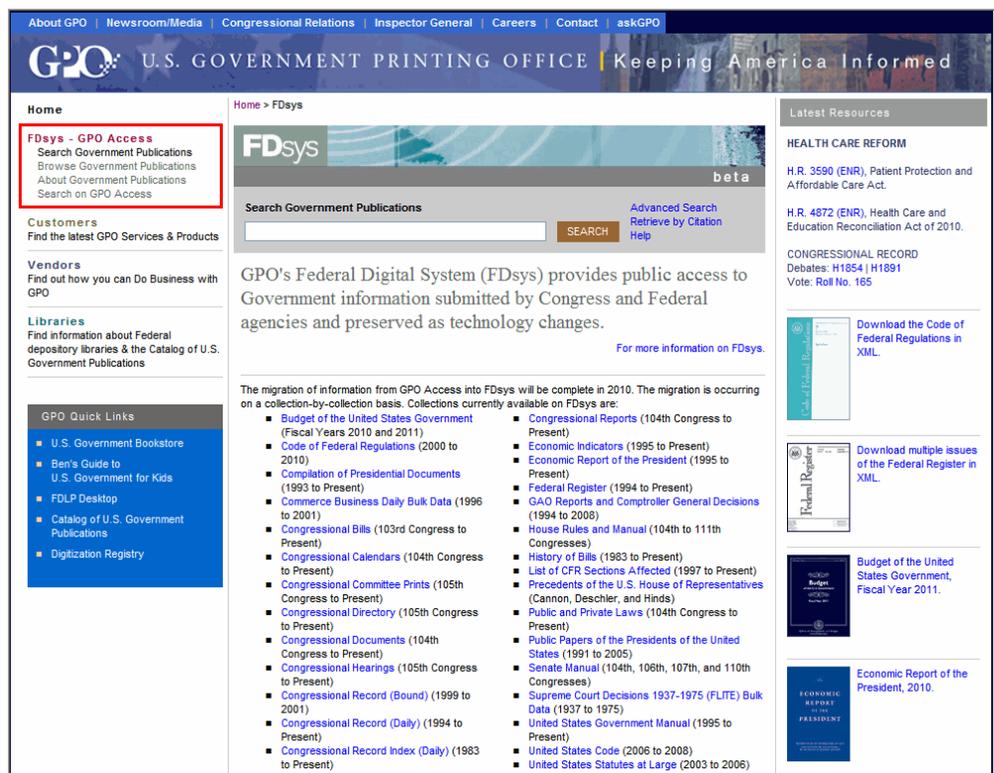




Figure 5-2 Browse Government Publications Page

FDsys > Browse By Collection

BROWSE GOVERNMENT PUBLICATIONS

Collection	Congressional Committee	Date
<ul style="list-style-type: none">■ Additional Government Publications■ Budget of the United States Government■ Code of Federal Regulations (Annual Edition)■ Compilation of Presidential Documents■ Commerce Business Daily Bulk Data■ Congressional Bills■ Congressional Calendars■ Congressional Committee Prints■ Congressional Documents■ Congressional Directory■ Congressional Hearings■ Congressional Record■ Congressional Record (Bound)■ Congressional Record Index■ Congressional Reports	<ul style="list-style-type: none">■ Economic Indicators■ Economic Report of the President■ Federal Register<ul style="list-style-type: none">■ CFR Parts Affected■ GAO Reports and Comptroller General Decisions■ House Rules and Manual■ History of Bills■ List of CFR Sections Affected■ Public and Private Laws■ Public Papers of the Presidents of the United States■ Senate Manual■ Supreme Court Decisions 1937-1975 (FLITE) Bulk Data■ United States Government Manual■ United States Code■ United States Statutes at Large	

732 North Capitol Street, NW, Washington, DC 20401-0001 202.512.1800 [Privacy](#) | [Important Links](#) | [Accessibility](#) | [Sitemap](#) | [COOP](#)

5.1. Browse by Collection

Description

You can browse documents in a specific collection. Once you find a document of interest, you can get more information on the document or open the document to read or save.

Procedure

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page. When the Browse Government Publications page comes up, it defaults to the list of collections.
- Step 2. Click on the link corresponding to the collection you want to browse.
- Step 3. When you reach the collection page, continue clicking on links to drill down to the document you are looking for.
- Step 4. When you find a document of interest, you can get more information on the document or open the document to read or save.

Example

Browse the *Federal Register* documents from the Agriculture Department for January 2, 2008 to access the PDF and the More Information page for one of the documents.

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page (Figure 5.1-1).

Figure 5.1-1 FDsys Home Page



Step 2. Click on the **Federal Register** link (Figure 5.1-2).

Figure 5.1-2 Browse Government Publications Page



Step 3. On the Federal Register Browse page, click on **2008**, then **January**, then **January 2, Wednesday**, then **Agriculture Department** to drill down to see the three articles in the Agriculture department (Figure 5.1-3).

Figure 5.1-3 Federal Register Browse Page



Step 4. To view the PDF of the Debt Management document, click on **PDF**. (Figure 5.1-3) The document will open in a separate window for viewing, printing, or saving. (Figure 5.1-5)

Note: PDF documents that have been digitally signed will display a Document Status Window. (Figure 5.1-4) Click **Close** to close the window and access the PDF document.

Figure 5.1-4 Document Status Window

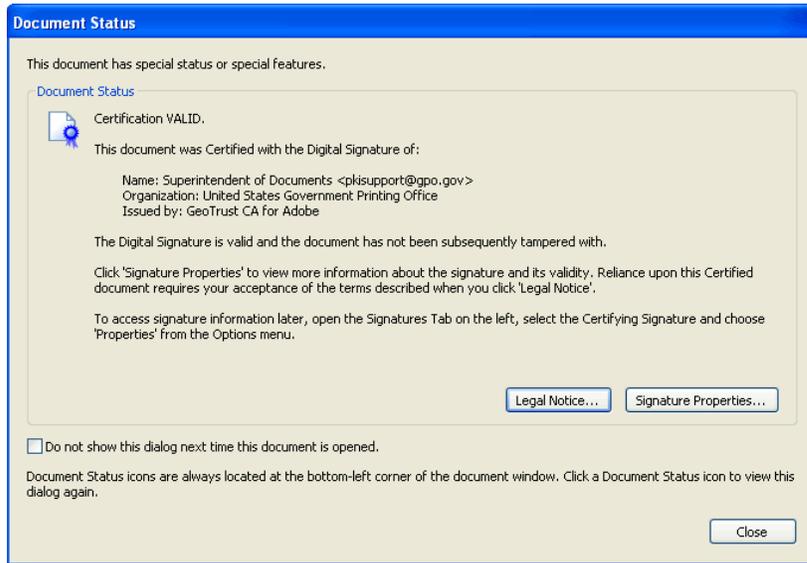
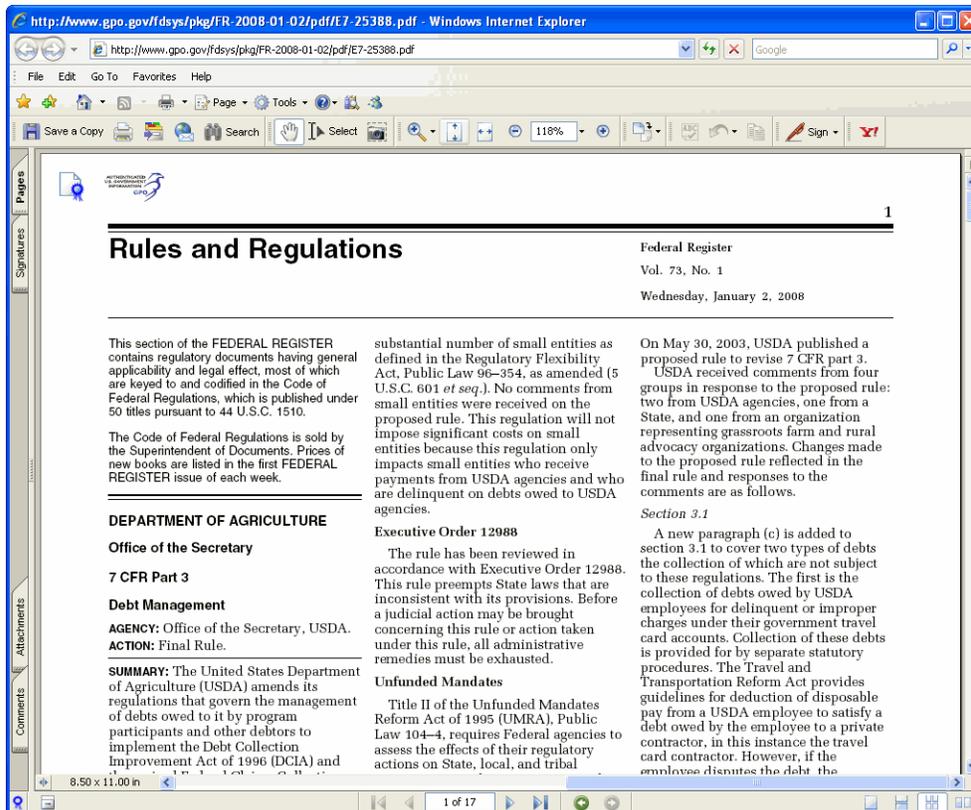


Figure 5.1-5 Federal Register PDF Document





Step 5. Close the PDF window. Return to the Federal Register Browse page and click on the **More** link for the Purpose and Scope document (Figure 5.1-3).

Step 6. View the More Information page (Figure 5.1-5), which contains:

- Download Files section
- Metadata section
- Document in Context section
- Actions panel

Figure 5.1-6 Federal Register More Information Page

The screenshot shows the 'More Information' page for the document '73 FR 1 - DEBT MANAGEMENT'. The page is part of the GPO's FDsys search results. It features a navigation bar at the top with links to 'About GPO', 'Newsroom/Media', 'Congressional Relations', 'Inspector General', 'Careers', 'Contact', and 'askGPO'. Below the navigation bar is the GPO logo and the text 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. The main content area is divided into several sections:

- Search Government Publications:** Includes a search box, a 'SEARCH' button, and links for 'Advanced Search', 'Retrieve by Citation', and 'Help'.
- 73 FR 1 - DEBT MANAGEMENT:** The title of the document, with a link to 'Back to search results'.
- Download Files:** A section with a table of available file formats:

Formats	Text (117 KB) PDF (122 KB)
Descriptive Metadata	MODS
Authenticity Metadata	PREMIS
All Format & Metadata Files	ZIP file
- Metadata:** A table of document metadata:

Field	Value
Publication Title	Federal Register Volume 73, Issue 1 (January 2, 2008)
Category	Regulatory Information
Collection	Federal Register
SuDoc Class Number	AE 2.7: GS 4.107: AE 2.106:
Publisher	Office of the Federal Register, National Archives and Records Administration
Section	Rules and Regulations
Action	Final Rule.
Dates	This rule is effective February 1, 2008.
Contact	Dale Theurer, Credit, Travel, and Grants Policy Division, Office of the Chief Financial Officer, Department of Agriculture, Mail Stop 9010, Room 3417 South, 1400 Independence Avenue, SW, Washington, DC 20250, (202) 720-1167. Persons with disabilities who require alternative means for communication (Braille, large print, audio tape, etc.) should contact the USDA Target Center at (202) 720-2600 (voice and TDD).
Summary	The United States Department of Agriculture (USDA) amends its regulations that govern the management of debts owed to it by program participants and other debtors to implement the Debt Collection Improvement Act of 1996 (DCIA) and the revised Federal Claims Collection Standards. The changes will affect USDA requirements for collection and settlement of debts, including administrative offset of eligible payments, and referral to the Department of the Treasury (Treasury) for collection.
Agency Names	DEPARTMENT OF AGRICULTURE Office of the Secretary
Page Number Range	1-17
Federal Register Citation	73 FR 1
CFR Citation	7 CFR 3
CFR Associated Subjects	Administrative practice and procedure; Agriculture; Claims; Debts; Garnishment of wages; Government employee; Hearing and appeal procedures; Pay Administration; Salaries and Wages
FR Doc Number	E7-25388
- Document in Context:** A section indicating that this is part of 'Federal Register Volume 73, Issue 1 (January 2, 2008)'. It includes a link to 'View Entire Issue' and a list of related documents:
 - Agriculture Department**
 - Rules and Regulations**
 - Debt Management** (Pages 1 - 17 [FR DOC # E7-25388]) - PDF | Text | More
 - Notices**
 - Agency Information Collection Activities: Proposed Collection; Comment Request-Food Stamp Application, Form FNS-252 and a New On-Line Application for Stores, Form FNS-252-E (Pages 147 - 157 [FR DOC # 07-6255]) - PDF | Text | More
 - Agency Information Collection Activities: Proposed Collection; Comment Request-Report of Disaster Food Stamp Program Benefit Issuance and Report of Commodity Distribution for Disaster Relief (Pages 157 - 157 [FR DOC # E7-25464]) - PDF | Text | More

5.2. Browse by Congressional Committee

Description

You can browse documents by the congressional committee that issued the document. Once you find a document of interest, you can get more information on the document or open the document to read or save.

Procedure

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page. When the Browse Government Publications page comes up, it defaults to the list of collections.
- Step 2. Click on the **Congressional Committee** tab to view a list of congressional committees.
- Step 3. Click on the link corresponding to the committee you want to browse.
- Step 4. Click on the link corresponding to the collection you want to browse.
- Step 5. Click on the link corresponding to the congress number you want to browse.
- Step 6. Click on additional links to access the document and view, print, or save.

Example

Browse the Senate Finance Committee documents for congressional hearings from the 109th Congress to access the PDF and the More Information page.

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page (Figure 5.2-1)

Figure 5.2-1 FDsys Home Page



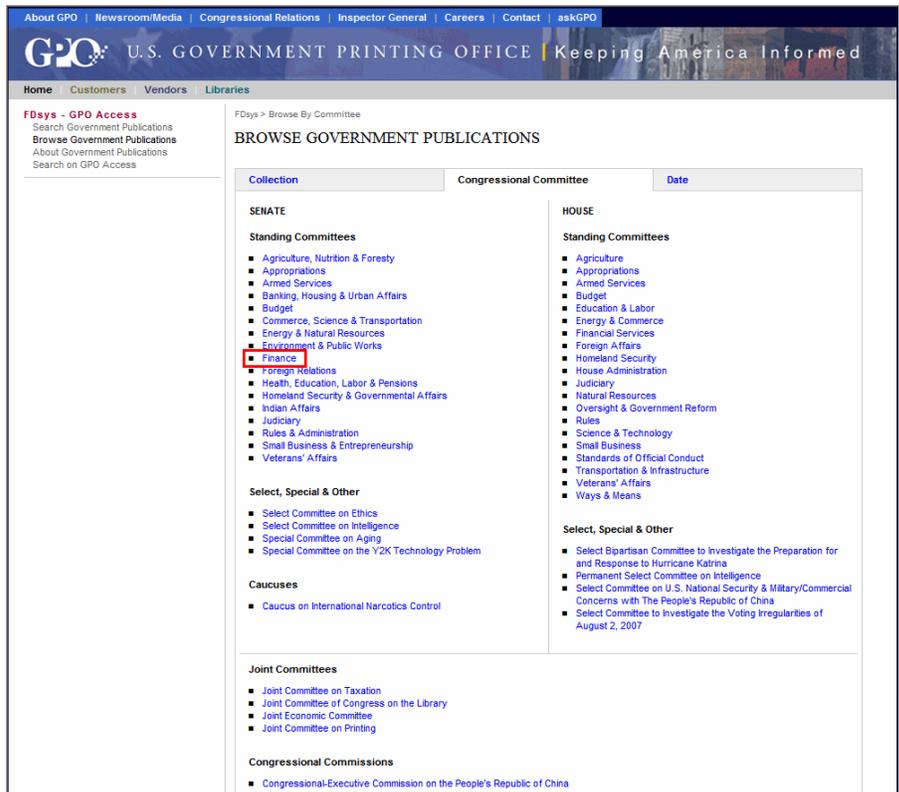
Step 2. Click on the **Congressional Committee** tab (Figure 5.2-2).

Figure 5.2-2 Browse Government Publications Page



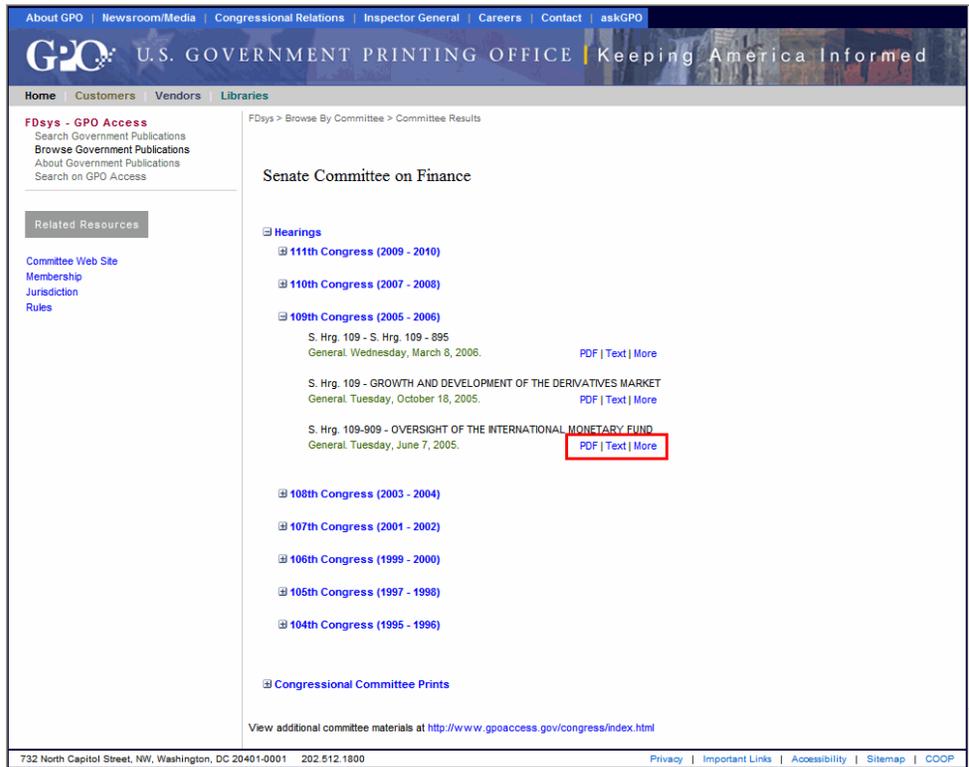
Step 3. From the Browse Government Publications (Congressional Committee) page, click on the **Finance** link (Figure 5.2-3).

Figure 5.2-3 Browse Government Publications (Congressional Committee) Page



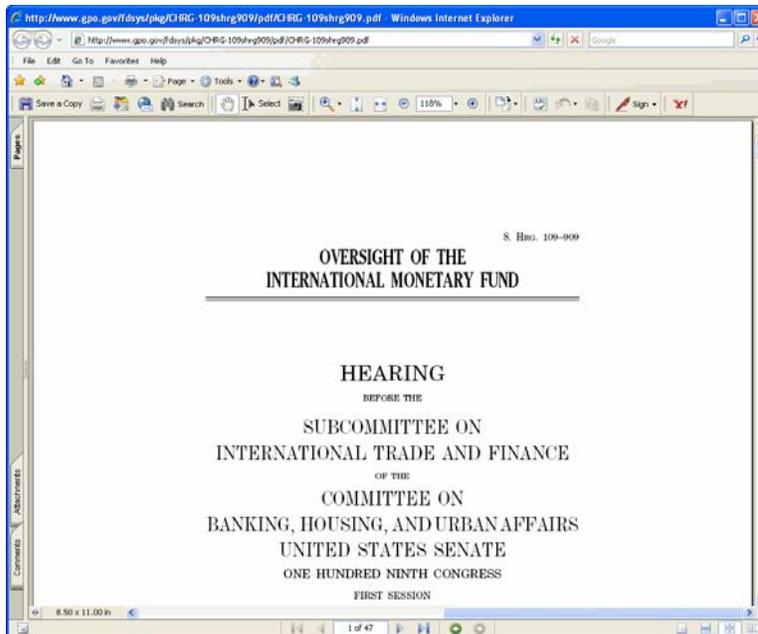
Step 4. From the Senate Committee on Finance page, click on the **Hearings** > **109th Congress**. (Figure 5.2-4)

Figure 5.2-4 Senate Committee on Finance Page



Step 5. To view the PDF of one of the documents, click on **PDF**. (Figure 5.2-4) The document will open in a separate window for viewing, printing, or saving. (Figure 5.2-5)

Figure 5.2-5 Hearings PDF Document



Step 6. Close the PDF window. Return to the Senate Committee on Finance page and click on the **More** link for the same document (Figure 5.2-4).

Step 7. View the More Information page (Figure 5.2-6), which contains:

- Download Files section
- Metadata section
- Document in Context section
- Actions panel

Figure 5.2-6 Hearings More Information Page

The screenshot shows the 'More Information' page for S. HRG. 109-909. The page layout includes a top navigation bar with links like 'About GPO', 'Newsroom/Media', and 'askGPO'. Below this is the GPO logo and the tagline 'U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed'. A secondary navigation bar contains 'Home', 'Customers', 'Vendors', and 'Libraries'. The main content area is divided into several sections:

- Search Government Publications:** A search bar with a 'SEARCH' button and links for 'Advanced Search', 'Retrieve by Citation', and 'Help'.
- Actions:** A list of links including 'Browse Congressional Hearings', 'More information about the Congressional Hearings', 'View in Catalog of U.S. Government Publications', 'Find at a local Federal depository library', 'Purchase your own copy', and 'Email a link to this page'.
- View Related Publications:** Links for 'Congressional Documents', 'Congressional Hearings', and 'Congressional Committee Prints'.
- Download Files:** A section with links for 'Text (157 KB)', 'PDF (297 KB)', 'Descriptive Metadata (MODS)', 'Authenticity Metadata (PREMIS)', and 'All Format & Metadata Files (ZIP)'.
- Metadata:** A table of key-value pairs:

Category	Congressional Committee Materials
Collection	Congressional Hearings
SuDoc Class Number	Y 4.B 22/3
Congress	109th
Congress Chamber	Senate
Hearing Sub Type	General
Senate Hearing Number	S. Hrg. 109-909
Committee and Subcommittee	Committee on Banking, Housing, and Urban Affairs
Members	Rick Santorum (PA); Paul S. Sarbanes (MD); Charles E. Schumer (NY); Richard C. Shelby (AL); Wayne Allard (CO); Robert F. Bennett (UT); Jim Bunning (KY); Debbie Stabenow (MI); John E. Sununu (NH); Michael B. Enzi (WY); Chuck Hagel (NE); Evan Bayh (IN); Jon S. Corzine (NJ); Elizabeth Dole (NC); Mel Martinez (FL); Thomas R. Carper (DE); Mike Crapo (ID); Christopher J. Dodd (CT); Tim Johnson (SD); Robert Menendez (NJ); Jack Reed (RI)
Witnesses	Randal Quarles, Acting Under Secretary for International Affairs, U.S. Department of the Treasury; Allan H. Meltzer, The Allan H. Meltzer University, Professor of Political Economy, Carnegie Mellon University and Visiting Scholar, American Enterprise Institute; C. Fred Bergsten, Director, Institute for International Economics 15 Prepared Statement

The footer of the page contains the address '732 North Capitol Street, NW, Washington, DC 20401-0001', the phone number '202.512.1800', and links for 'Privacy', 'Important Links', 'Accessibility', 'Sitemap', and 'COOP'.

5.3. Browse by Date

Description

You can browse documents within a timeframe or within a date range. Once you find a document of interest, you can get more information on the document or open the document to read or save.

Procedure

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page. When the Browse Government Publications page comes up, it defaults to the list of collections.
- Step 2. Click on the **Date** tab to view options.
- Step 3. Click on one of the Select a Timeframe links or select a value from the Set a date range drop down menu.
- Step 4. View the documents that have become available within the timeframe selected.

Example

Browse for documents published in the past six months and view the More Information page of one of the documents.

- Step 1. Click on the **Browse Government Publications** link on the FDsys Home Page (Figure 5.3-1).

Figure 5.3-1 FDsys Home Page



Step 2. Click on the **Date** link (Figure 5.3-2).

Figure 5.3-2 Browse Government Publications Page



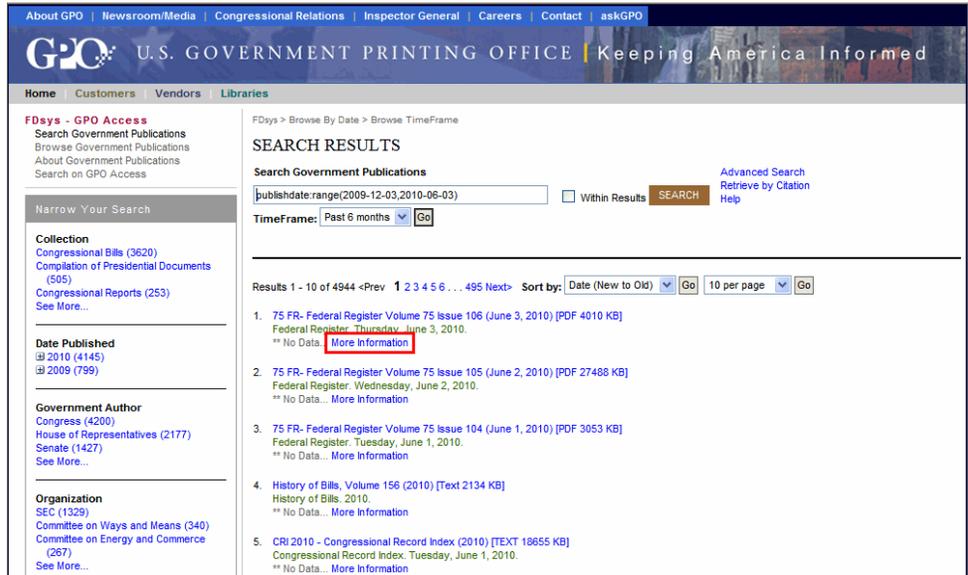
Step 3. From the Date page, click on the **Past 6 months** link from the Select a Timeframe options (Figure 5.3-3).

Figure 5.3-3 FDsys Home Page



Step 4. Click on the **More Information** link for one of the documents (Figure 5.3-4).

Figure 5.3-4 Past 6 Months Results



Step 5. View the More Information page (Figure 5.3-5), which contains:

- Actions panel
- Download Files section
- Metadata section
- Document in Context section (select documents)

Figure 5.3-5 More Information Page



6. Bulk Data

Description

GPO makes select collections available in a machine readable format (i.e. XML) via the FDsys Bulk Data Repository at <http://www.gpo.gov/fdsys/bulkdata/>. The top level directory for select collections, such as the *Federal Register* and *Code of Federal Regulations*, also includes a Resources directory that contains the XML schema, XSL stylesheet, and user guide.

Procedure

- Step 1. Go to <http://www.gpo.gov/fdsys/bulkdata> to access the FDsys Bulk Data page.
- Step 2. From the FDsys Bulk Data page, choose the collection you would like to download from by clicking on the collection name.
- Step 3. Click through the hierarchy to access bulk data files.
- Step 4. Right-click on the file name and select **Save Target As...**
- Step 5. The Save As window will be displayed. Select a location to save the document to and click on the **Save** button.

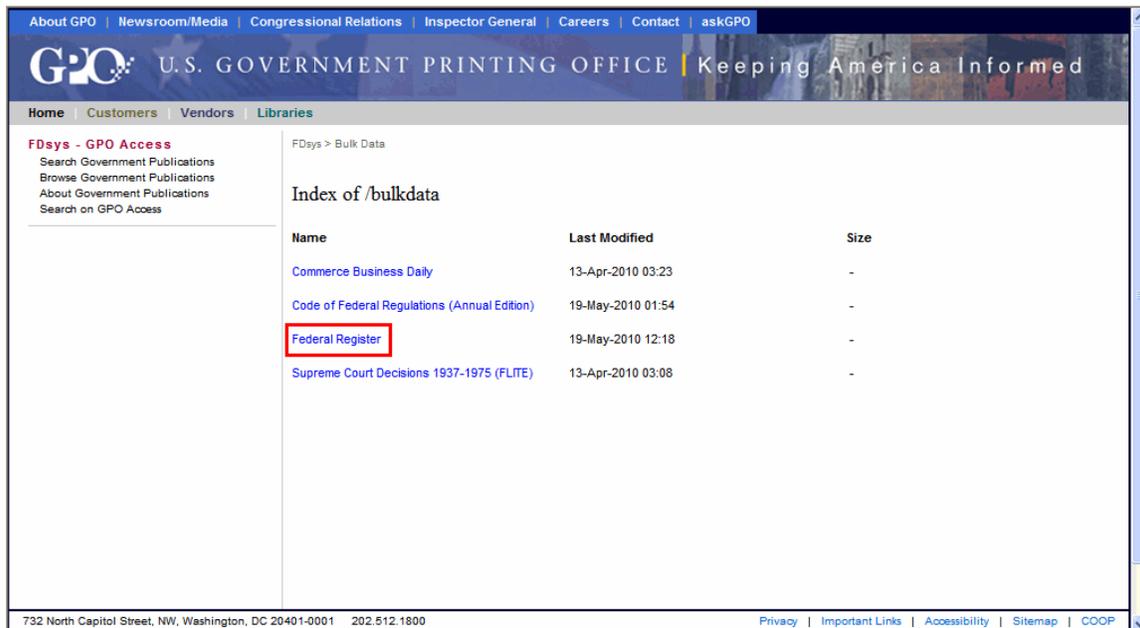
Note: When zip files are available, they contain all content files that are available on that page.

Example

Download the bulk data XML file for the *Federal Register* from May 22, 2009.

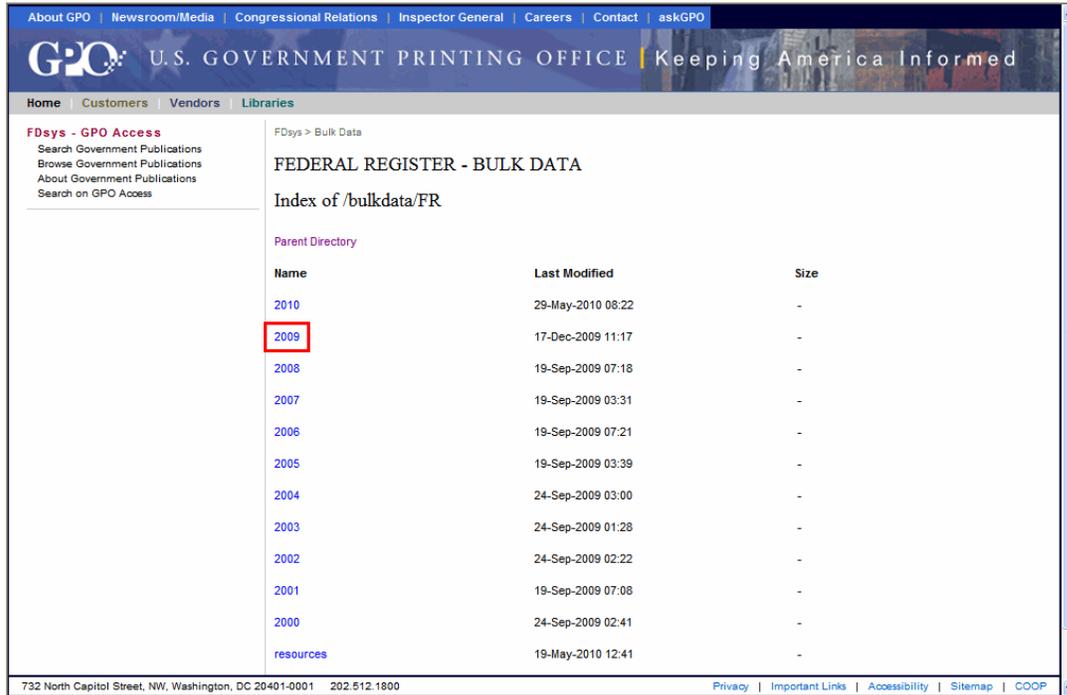
- Step 1. Go to <http://www.gpo.gov/fdsys/bulkdata> to access the FDsys Bulk Data page.
- Step 2. From the FDsys Bulk Data page, click on **Federal Register** (Figure 6-1).

Figure 6-1 FDsys Bulk Data Page



Step 3. The Federal Register - Bulk Data page will be displayed. Click on **2009** (Figure 6-2).

Figure 6-2 Federal Register - Bulk Data Page



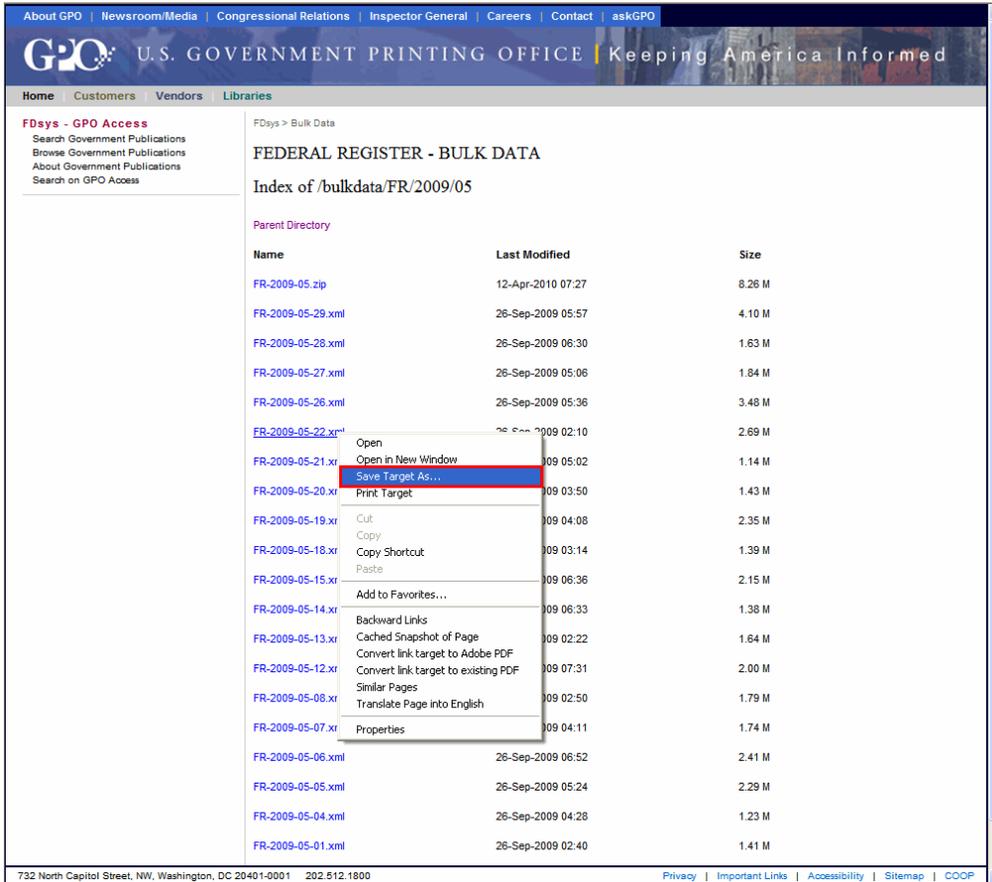
Step 4. The Federal Register - Bulk Data page for 2009 will be displayed listing the months available. Click on **05**, which corresponds to May (Figure 6-3).

Figure 6-3 Federal Register - Bulk Data Page (2009)



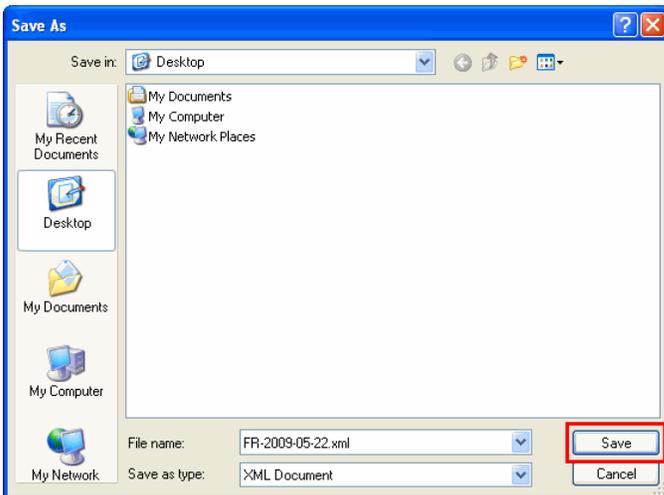
Step 5. The Federal Register - Bulk Data page for May, 2009 will be displayed listing the days available. Right-click on **FR-2009-05-22.xml** and select **Save Target As...** (Figure 6-4).

Figure 6-4 Federal Register - Bulk Data Page (May, 2009)



Step 6. The Save As window will be displayed. Select a location to save the document to and click on the **Save** button (Figure 6-5).

Figure 6-5 Save As Window



7. Accessing Online Help

You can access online help on any FDsys page. There are several help resources available to you, which are explained in the following subsections:

- 7.1 FDsys Help
- 7.2 askGPO
- 7.3 Context Specific Help

The first two help resources are available on the FDsys home page by clicking on the **About Government Publications**, **askGPO**, and **Help** links (Figure 7-1).

Figure 7-1 About Government Publications, askGPO, and Help Links



FDsys Help is available by clicking on the **Help** link on pages throughout FDsys, including the Retrieve by Citation page (Figure 7-2) and Advanced Search page and by clicking on **About** links on Browse and More Information pages (Figure 7-3 and 7-4).

Figure 7-2 Help Link (Retrieve by Citation Page)

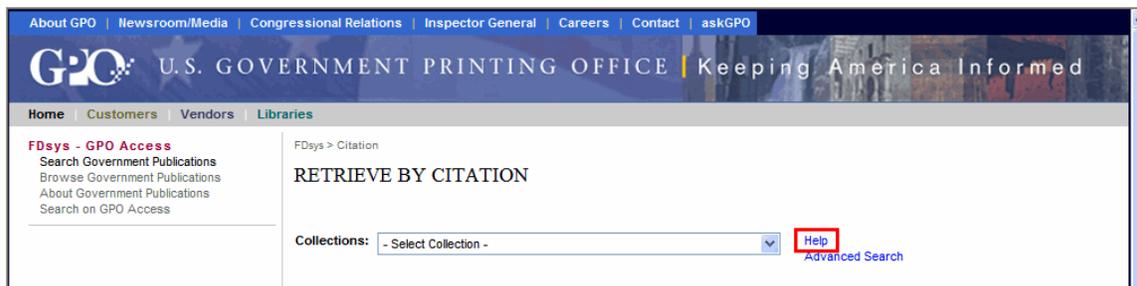
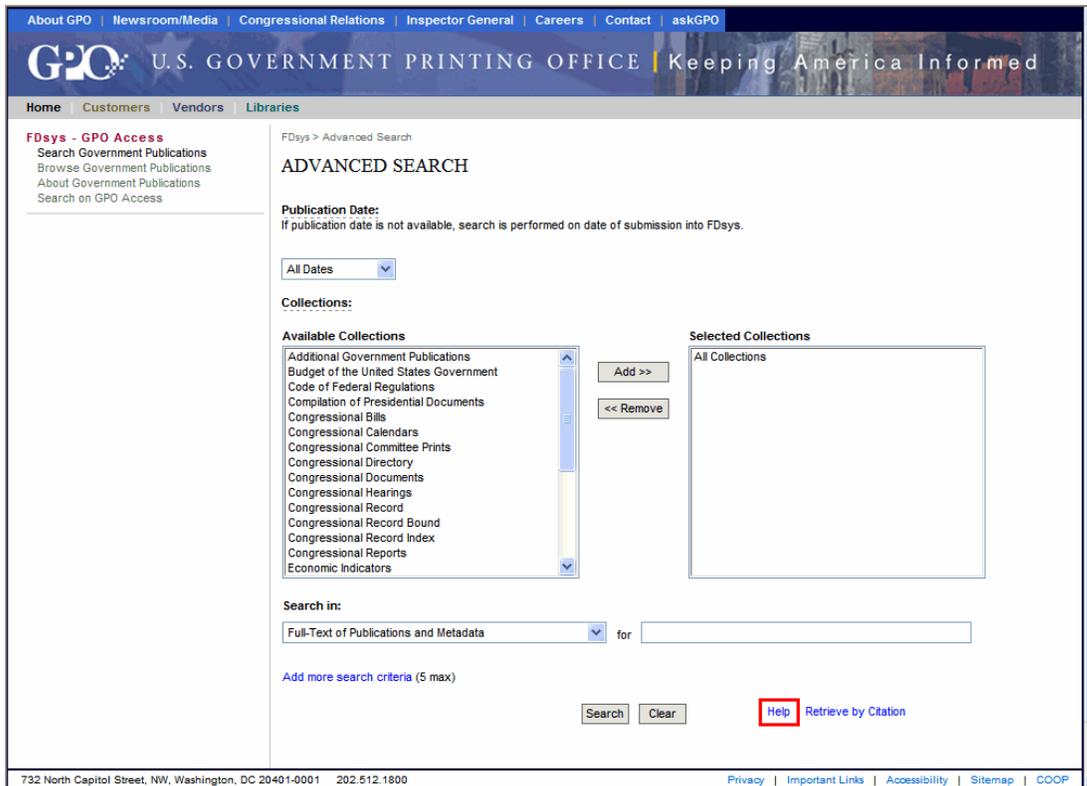


Figure 7-3 [About Link](#) (Browse Page)

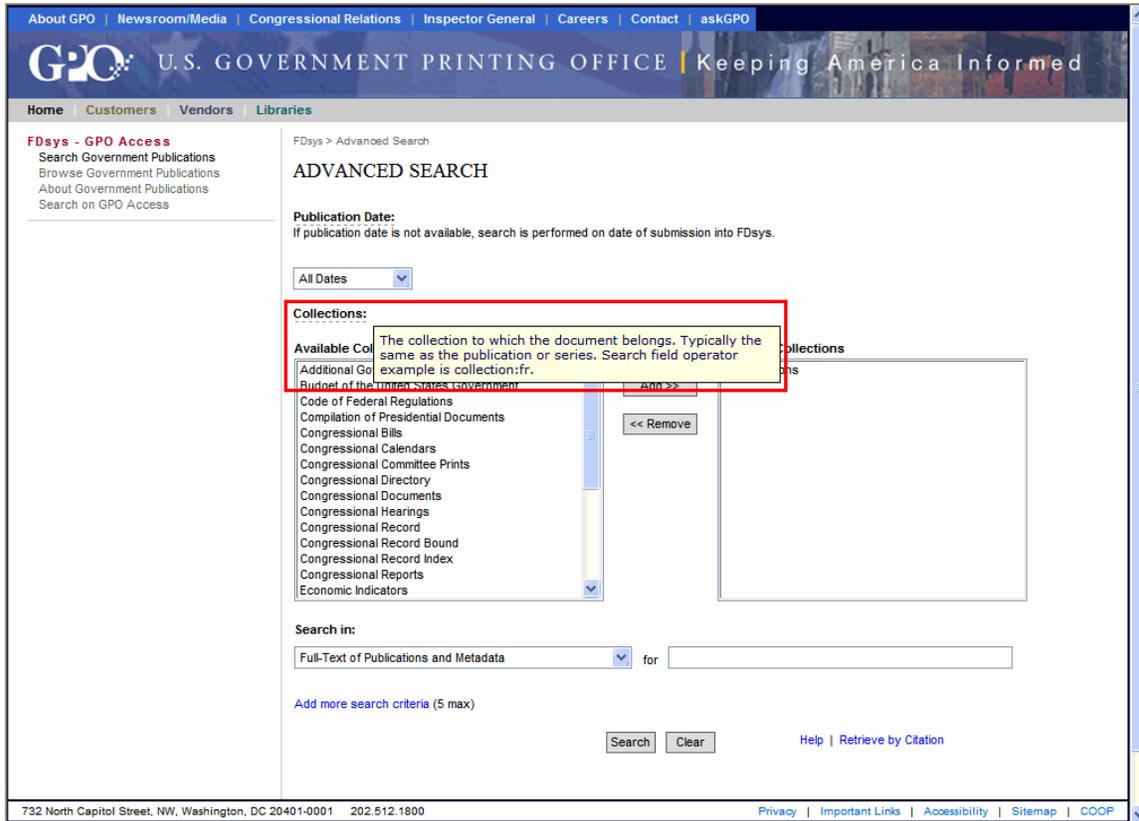


Figure 7-4 [Help Link](#) (Advanced Search Page)



Context specific help is available on select pages, such as the Advanced Search page and the More Information pages. Terms for which help is available are underlined with a dashed line. If you hold your cursor over the term, help appears in a pop-up box (Figure 7-5).

Figure 7-5 Context Specific Help on Advanced Search Page



7.1. FDsys Help

Description

FDsys Help contains sample searches, metadata descriptions, and information about government publications for each collection. It also contains information aimed to help users search, browse and retrieve documents from FDsys. This information is available by clicking on the **About Government Publications** link on the FDsys Home page, **About** links on Browse and More Information pages, and Help links throughout the site.

In FDsys Help, the Contents tab allows you to browse the help material and the Search tab allows you to search for keywords in the title or full-text of the help material.

Procedure

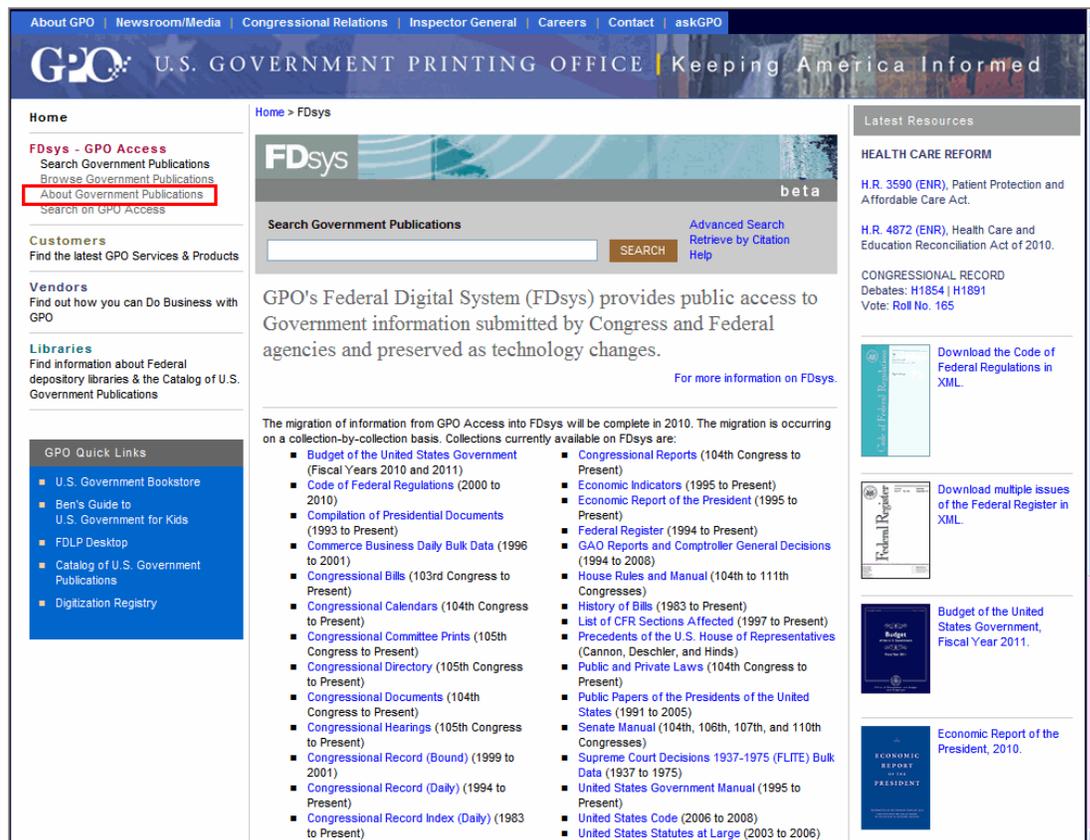
- Step 1. Click on an **About Government Publications**, **About** or **Help** link.
- Step 2. Click on the book icons in the navigation panel to see the book's contents.
- Step 3. Click on the topic of interest for more details.

Example

Learn more about the *Federal Register*.

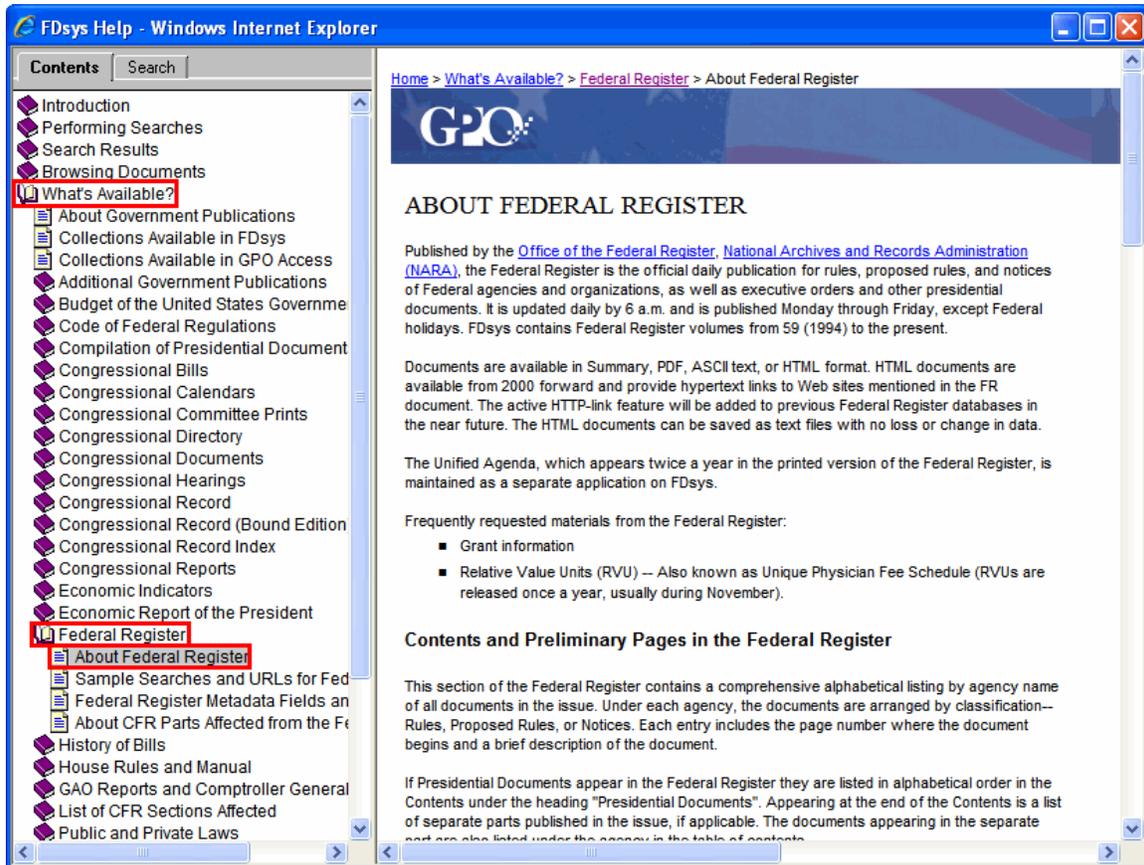
- Step 1. Click on the **About Government Publications** link (Figure 7.1-1).

Figure 7.1-1 FDsys Home Page



Step 2. In the Contents tab, click on the **What's Available** link, followed by the **Federal Register** link and the **About Federal Register** link (Figure 7.1-2).

Figure 7.1-2 About Federal Register Help Page



7.2. askGPO

Description

askGPO can be used to view answers to frequently asked questions and to contact GPO with a question about FDsys. askGPO is also used for questions related to *GPO Access*, GPO's Online Bookstore, the Federal Depository Library Program, and the Ask a Librarian service. It can be accessed by clicking on the **askGPO** link at the top of the screen or by using the following URLs:

- Answers: <http://gpo.custhelp.com/>
- Ask a Question: <http://gpo.custhelp.com/cgi-bin/gpo.cfg/php/enduser/ask.php>

You can also sign up for an account to track questions that you have asked using askGPO.

Procedure

To search for answers:

1. Click on the **askGPO** link at the top of any FDsys page.
2. Select *FDsys* from the Search by Category drop down menu.
3. Enter a search term in the Search by Keyword box.
4. Click the **Search** button and answers will be displayed.
5. Click on the links under the Summary column to view answers.

To ask a question:

1. Click on the **askGPO** link at the top of any FDsys page.
2. Click on the **Ask a Question** tab.
3. Enter your e-mail address, subject and question in the boxes provided.
4. Select *FDsys* from the Category drop down menu.
5. Click the **Continue...** button and your question will be submitted.

7.3. Context Specific Help

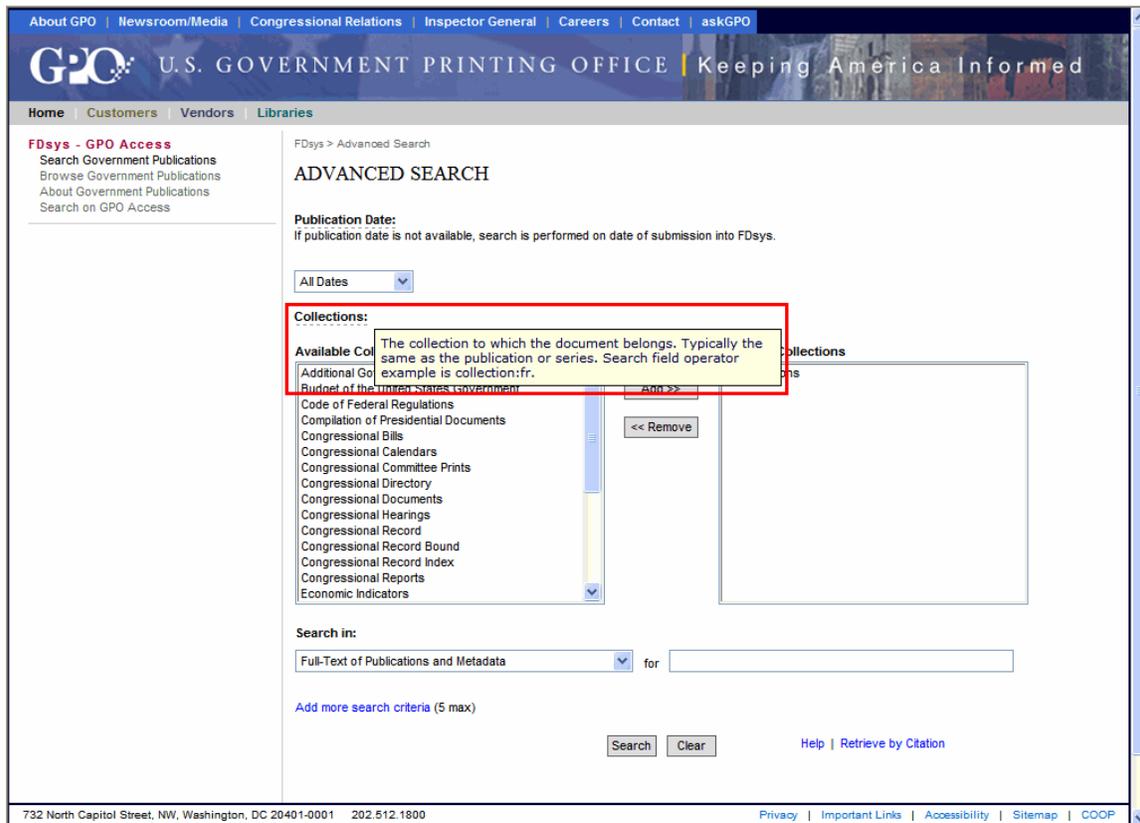
Description

Context Specific Help is available on various pages, including the Advanced Search and More Information pages. It is used to provide quick definitions of terms found on FDsys Web pages and is identified by a dotted underline that becomes a question mark icon when you hold your mouse over the word.

Procedure

- Step 1. Look for a word on the screen that is underlined with a dotted line.
- Step 2. When you roll over the word, a question mark will appear.
- Step 3. Hold your mouse in that location and a tag will be displayed with a definition of the word.

Figure 7.3-1 Context Specific Help on Advanced Search Page





Appendix A - Glossary and Acronym List

Adj - The adj proximity operator specifies that one word is adjacent to another in a document.

Advanced Search - A search that uses a form based on metadata (information about the documents) to construct a query.

AND - The AND Boolean operator tells the search engine to return only documents with all the keywords you entered. This operator narrows the search and returns fewer search results.

Before/# - The before/# proximity operator specifies that the first word is within # words and before the second word.

Boolean search - A search that uses the logical (i.e. Boolean) operators (AND, OR, NOT, -) in addition to the keywords.

Complex Query - A search that uses the **Search Box** but is complex in that it uses a number of keywords that are separated by operators to narrow the search.

FDLP - Federal Depository Library Program

FDsys - Federal Digital System

Field operators - Operators that represent metadata fields. Using field operators tells the search engine to retrieve documents where the value of the metadata field is equal to the value given in the field operator expression. Searches with field operators are useful when you know the values of descriptive data (metadata) such as titles, sponsors, and dates.

Granules - Publications, or issues of publications, in some collections are broken down into smaller pieces (granules) to improve access to relevant information. The *Federal Register*, for example, consists of several documents, each of which can be accessed separately.

GPO - Government Printing Office

HTML - Hypertext Markup Language

MODS - Metadata Object Description Schema

Near/# - The near/# proximity operator specifies that the first word is within # words of the second word.

NOT (-) - The NOT Boolean operator tells the search engine to exclude documents from a search if they contain the keywords.

Number of hits “+” operator - Used to specify that documents with more hits on a particular word be given preference over documents with hits on other words.

OR - The OR Boolean operator tells the search engine to return documents if they contain one or more keywords.

Parentheses - Used to group words and expressions so that the result of evaluating the expression between the parentheses can be used as part of a more complex query.



PDF - Portable Document Format

PREMIS - Preservation Metadata: Implementation Strategies

Proximity operators - Allow you to specify searches where one word is near, next to, or in the vicinity of another word. The three proximity operators defined are adj, before/#, and near/#.

Quotation Marks - Tell the search engine to return documents if and only if they contain the exact phrase or string of words between quotes.

Range - Used to specify the set of all values a query should return. A date range is the set of all dates from the first date in the expression to the last date in the expression. A number range is the set of all whole numbers from the first number in the expression to the last number in the expression.

Retrieve by Citation - Used to retrieve a single document or portion of a publication in PDF format. When a Retrieve by Citation search is performed, you are taken directly to the target publication in a new window, bypassing the search result screen.

Search Query Operator - An operator from the following list that can be combined with keywords to produce a query that will narrow your search. (not, -, +, field operators, adj, before/#, near/#, and, or)

Simple Search - A search that uses a Search Box and is similar to typical search engines such as Google. It is simple in that all you have to do is enter keywords separated by spaces in the Search Box, and the search engine will search the metadata and full text of the government publications for all combinations of those keywords.

Space - Used to separate words or operators in a search query. In a simple query where operators are not used, spaces between words are treated as an implied "and" so that the search results will contain documents containing all of the words that have been entered.

Wild cards - Used as substitutions for one or more characters in a search term. The ? wild card replaces a single character before, within, or after a search term. The * wild card replaces one or more characters before, within, or after a search term.

XML - Extensible Markup Language

Appendix B - Authentication Frequently Asked Questions

Q: What does it mean when GPO says a file is authenticated?

A: GPO authenticates documents on by applying digital signatures to official content after its validity has been confirmed. GPO has begun its authentication efforts by signing and certifying PDF files. The technology used to certify these documents allows GPO to secure the data integrity, and provides users with assurance that the content is unchanged since it was disseminated by GPO.

In addition to certifying a document, GPO uses digital signature technology to add a visible Seal of Authenticity to authenticated and certified PDF documents. When GPO signs and certifies a document, a blue ribbon icon appears to the left of the Seal of Authenticity and in the Signatures tab within Adobe Acrobat or Reader. When users print a document that has been signed and certified by GPO, the Seal of Authenticity will automatically print on the document, but the blue ribbon will not print.

Q: What is GPO's Seal of Authenticity?

A: The GPO Seal of Authenticity is a graphic of an eagle next to the words "Authenticated U.S. Government Information."



This seal notifies users that a document has been authenticated by GPO. By using digital signature technology to add the Seal to a PDF document, GPO attests that the document has not been altered since it was authenticated and disseminated by GPO.

Q: What are validation icons?

A: Validation icons appear next to the GPO Seal of Authenticity to notify users of the content's validity status. The following is a list of icons that are used by Adobe to convey information about digital signatures.



The Blue Ribbon icon indicates that the certification is valid.



The Certification Question Mark icon means that the document was certified, but the validity is unknown. The signer's identity is unknown, because the certificate path could not be built. This icon may appear if a user is not connected to the Internet or if a digital certificate is not available on a user's computer.



The Check Mark icon indicates that the signature is valid.



The Question Mark icon indicates that the signature could not be verified.



The Warning Sign icon indicates that the document was modified after the signature was added.



The Red "X" icon indicates that the certification is not valid.

Q: What certificate information should I expect to see in a file digitally signed and certified by GPO?

A: An electronic file that has been digitally signed and certified by GPO should include the following information:

- Name: Superintendent of Documents
- Organization: United States Government Printing Office
- Signed By: Superintendent of Documents
- Signer's Contact Information: pkisupport@gpo.gov
- Reason for Signing: GPO attests that this document has not been altered since it was disseminated by GPO

Q: How can I tell if a signed and certified file has been changed?

A: If the content of a PDF file certified by GPO is altered, the certification will be invalidated. Users will know this by the appearance of the red "X" icon next to the GPO Seal of Authenticity.

Q: If I save a digitally signed and certified file to my own computer, is the signature still valid?

A: As long as the file is not changed, the electronic signature will remain valid. Users can save PDF files that have been digitally signed and certified by GPO for later use or email them to other users without affecting the digital signature.

Q: I opened a digitally signed and certified document that I saved on my computer several weeks ago. How can I be sure it has not been corrupted?

A: You can check the validity of a signature at any time, if your computer is connected to the Internet. To do so, open the document in Adobe Acrobat or Adobe Reader. Go to the Document menu, then select "Digital Signatures," then "Validate Signatures." The software will run a validation check to see if the digital certificate used to sign the document is valid. See "Instructions for Validating Signatures" for more information.

Q: I want to quote an authenticated document I downloaded. Do I have to retype the text?

A: Users can select text from a digitally signed and certified PDF file, then copy and paste it into a new document. The digital signature will not be transferred with the text.

Q: I have a PDF document that has been changed. Is there any way to see the signed version?

A: If changes are made to the signed version of a document, Adobe Acrobat and Reader provide the capability to view the signed version. To access this feature, click on the Signatures Tab and choose "View Signed Version" from the Options Menu. If multiple versions are available, users will have the ability to select this option. If multiple versions are not available, this option will be grayed out.

Q: Can I see some examples of changed files and files that have been signed, but not certified?



A: Below are some examples of files that have been changed or signed, but not certified.

- This [file](http://www.gpo.gov/help/signed-sample.pdf) (<http://www.gpo.gov/help/signed-sample.pdf>) has been signed, but not certified.
- This [file](http://www.gpo.gov/help/changed-sample.pdf) (<http://www.gpo.gov/help/changed-sample.pdf>) was signed, but not certified, and has been changed.

Q: Where can I get more help using digitally signed and certified PDF files?

A: Additional help information is available from the Adobe Acrobat (or Reader) Help file which is part of the Adobe software. To access additional help on validating digital signatures, open Acrobat or Reader, click on “Help,” click on “Adobe Acrobat (or Reader) Help,” click on “Search,” and use the following search term: “Digitally Signed Adobe PDF Documents.”