

## Tuesday TechTip:

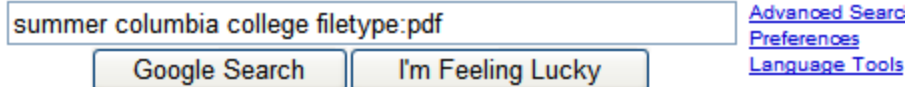
### **Find a specific file type on Google.**

Finding information or data on the internet is easy with the online search engine Google. Google is the number one internet search engine in the world and can be a powerful research tool if used well. Most users know that they can find web pages with Google, but did you know that the search engine can find all sorts of specific file types?

### **Using the filetype command to narrow your results**

The *filetype* command can be used in a Google search to find a specific kind of file. For example, if you wanted to find an Adobe Acrobat document related to summer activities at Columbia College, you could do the following:

Type [www.google.com](http://www.google.com) in your browser's *address bar* and press return. In the Google search bar, type the topic you are seeking information about followed by **filename:pdf**



This command will restrict your results to include only files with the extension pdf. Below is a portion of the results this search would yield. Notice the .pdf extension indicating that clicking on the link will open an Adobe Acrobat file.

[PDF] [2009 COLUMBIA COLLEGE COUGAR SUMMER CAMPS](#)

File Format: PDF/Adobe Acrobat - [View as HTML](#)

2009 COLUMBIA COLLEGE. COUGAR SUMMER CAMPS. COUGAR BASKETBALL ACADEMY. COUGAR SOCCER CAMP. COUGAR SOFTBALL CAMP. Grades 4-8. June 8-1 a.m. - Noon ...

[www.columbiacougars.com/.../2009%20website%20camp%20dates.pdf](http://www.columbiacougars.com/.../2009%20website%20camp%20dates.pdf) - [Similar](#)

[PDF] [COLUMBIA COLLEGE](#)

File Format: PDF/Adobe Acrobat - [View](#)

COLUMBIA COLLEGE. Summer Study Abroad for Columbia College. Taking Summer Courses through Columbia-sponsored Programs. Columbia College students do not need

[www.ogp.columbia.edu/.../summer\\_approved\\_program\\_clearance.pdf](http://www.ogp.columbia.edu/.../summer_approved_program_clearance.pdf) - [Similar](#)

[PDF] [Summer Study](#)

File Format: PDF/Adobe Acrobat - [View as HTML](#)

Summer Study. Columbia College. How many points may I take through Columbia's Summer Session? Columbia students may take no more than eight points in any ...

The *filetype* command can be used to find many different types of files including some of the most common like:

Excel (xls)	PowerPoint (ppt)	Word (doc)
Excel 2007 (xlsx)	PowerPoint 2007 (pptx)	Word (docx)
MacWrite (mw)	Rich Text Format (rtf)	Text (ans, txt)

**The new kid on the block:**

Microsoft has released a new search engine called Bing at [www.bing.com](http://www.bing.com) that offers you another alternative to Google. Most the same *filetype* commands work with Bing allowing you to narrow your various searches.

Until next time, Happy Computing!

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For additional tips, check out the Technology Solutions Center self-service portal at <http://help.ccis.edu>