

## Free Text Searching In BERT

Anytime you encounter a field with **LIKE** as the default operator in BERT, you have found a free-text search field. With **LIKE**, you always need to use the wild card (%). Some commonly used **LIKE** fields are:

- **Person Savedlist:**
  - #61 Job Title – allows you to free-text search on titles allowing for flexibility and abbreviations. For example, %Chair% will find anyone with a job title of Chair, Chairman, CEO and Chair...
  - #63 Business Location/Company Name – allows you to free-text search on a company name in the employer field. This allows flexibility on how names might be input. For example, %Chase% will find individuals with Chase, Chase Bank, JPMorgan Chase or JP Morgan Chase...
- **Detail Savedlist:**
  - #38 Campaign Code (Gift Code) – allows you flexible searching using partial campaign code. For example, A%1963% will look for any gifts to annual fund from class of 1963 regardless of fund year; A08% will retrieve annual gifts for FY08.
  - #60 Designation Name – allows you to search for gifts to a designation where you may not know exact name. For example, %Giamatti% will pull transactions to Toni S. & A. Bartlett Giamatti Fund and the A. Bartlett Memorial Scholarship
- **Contact Savedlist:**
  - #16 Contact Summary – allows you to search with a certain word or phrase in it. For example, %campaign% will return every contact record that has campaign in the summary and meets whatever other criteria you selected.
- **Summary Savedlist:**
  - #61 Annual VNET Assignment – allows you flexible searching using partial Annual VNET assignment code. For example, A%1963% will look for any prospects with an annual VNET or campaign code in the class of 1963; A08% will retrieve annual gifts for FY08.