

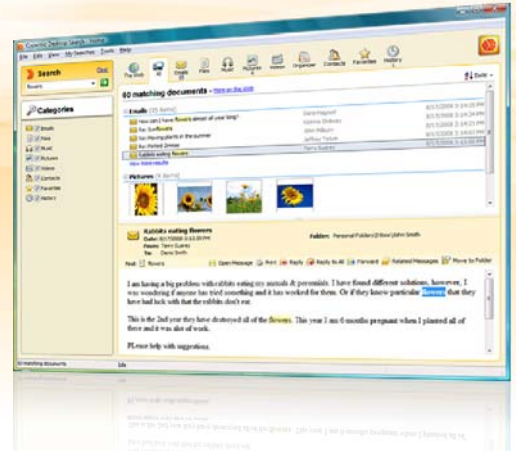
Stop searching, find your files and emails fast.

➤ **Over 4,000,000 users**  
Thousands sign up every week



# Copernic Desktop Search Home

Copernic Desktop Search Home allows individuals to instantly search their files, e-mails, and e-mail attachments stored anywhere on their PC's hard drive. The application executes subsecond searching of Microsoft Word, Excel, and PowerPoint files, Acrobat PDFs, multimedia, etc.



## Features



### Indexing

- Instantly find Word, Excel®, PowerPoint®, PDF, HTML, WordPerfect®, text, ZIP files and OpenOffice
- Quickly locate emails or attachments from Outlook®, Outlook® Express, Eudora® and Thunderbird™
- Search for over 150 other types of files like MP3, JPG, WAV, MPEG.
- Add more file types to be indexed
- Choose file and email folders to index



### Advanced Searching

- Streamline and optimize your search with specific refining fields or advanced search operators
- Easily sort and group search results
- Search assistant (did you mean) helps you quickly find what you're looking for



### Act on result

- Instantly preview filtered matching results
- Act on result: open folders or files, open, reply or forward emails, etc
- Quickly view search results from the convenient deskbar
- **New!** Drag and drop results



### Configure and Customize

- Seamlessly integrates into Windows Vista
- Set customized scheduled index update
- Benefit from automatic, unnoticed real-time indexing of new/updated files and emails
- Control your computer resources usage when indexing documents

Voted **BEST** DESKTOP SEARCH TOOL

## Highlights

- ✓ **Fast**  
Easily search your entire hard drive in less than a second to pinpoint the right file, email, music or picture.
- ✓ **Fresh**  
New and updated files and new emails are indexed the instant they arrive on your hard drive.
- ✓ **Ultra-Light**  
Utilizes CPU, memory, and disk space efficiently to ensure continued high levels of system performance.
- ✓ **Easy to Use**  
Simply type words into the deskbar, and CDS finds all relevant documents in an instant.
- ✓ **Rock Solid**  
Fault-tolerant technology ensures that your PC is searchable at all times.

# Tips & Tricks

To help our users, we came up with a list of different tips that could allow them to use Copernic Desktop Search efficiently, with ease and could also save our users some time.

## Time Saving Tips with Copernic Desktop Search

### 1. Enable the Deskbar

Use the Deskbar so you don't have to open CDS' main window. Type in your keyword, press enter and the CDS Deskbar will display the results. If your "search as you type" option is enabled you will have an even more efficient deskbar.

### 2. Enable "on the fly indexing"

This option is found when you select Tools/Options/Indexing & performance. It lets your index always stay up to date with any new or modified file. With this option enabled, you will be able to search the files you just added without having to force an index update.

### 3. Set your own indexing preferences

Still in the Indexing & performance tab, you can set the index in order for it to be updated daily at a time of day where you don't use the computer so it does not slow you down. This is also called "Scheduled indexing" and is set to be launched daily by default.

### 4. Set your indexing performance options

There is also an option in the Indexing & Performance tab that sets your indexing performance so CDS does not use your resources while you are working with your computer. You can change the time delay of this option to your convenience.

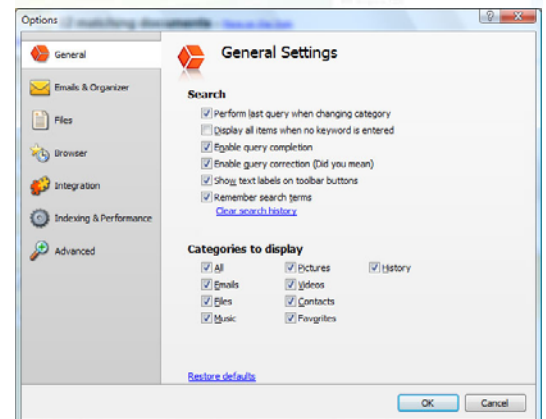
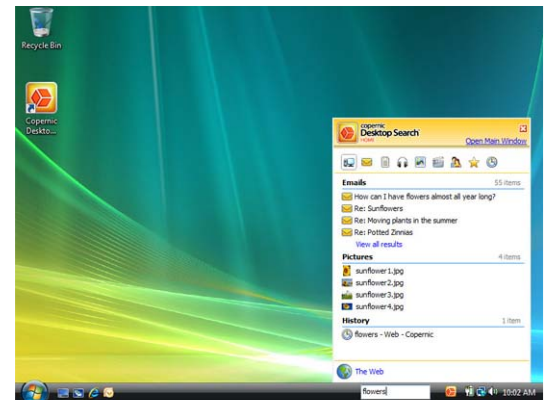
### 5. Enable "did you mean"

By enabling this option, CDS will make some suggestions that show you the words in your index that is closest to what you have typed and that would provide you with more results. This option might be useful when you are not sure about the spelling of a word.

### 6. Enable the "remember search terms" option

This option can remember your 10 last searches and retrieve the results in one click. You can use this option in the refine section of the category you wish to search, just use the drop down list and select the keyword needed. Simple and practical, you will find what you need in a flash.

➤ **Searching over 150 types of documents** including PDF, media files, emails attachments



# 5 Ways to Perform Advanced Searches with CDS

Since the release of Copernic Desktop Search we noticed that our user could benefit from some advanced search criteria that can be used within the product. We have narrowed it down to 5 easy to use tips to help you perform advanced searches from the main search box available in CDS.

## 1. Use the "@all" keyword or launch an empty query to retrieve everything

By proceeding this way, you will be able to see the entire content of your index and all the documents contained in each category.

## 2. Use logical operators such as:

- AND:** retrieves documents that contain all keywords. This is the default search performed.  
Ex.: flower soil is the same as flower AND soil and retrieves only the documents that contain both flower and soil keywords.
- OR:** retrieves documents that contain either one or both keywords.
- NOT:** retrieves documents that do not contain the specified keyword.  
Ex.: flower NOT soil retrieves only the documents that contain flower but not soil.

## 3. Exact phrase searches

**Use the double quote to perform an exact phrase search.**

Ex.: "flower soil" will retrieve documents that contain exactly flower soil written in this order. This will limit the results obtained with only the relevant information you need.

## 4. Use field keywords

For advanced users that wish to bypass the refine fields but still want to perform refined searches.

**Here is a list of some of the field keywords available:**

Fields	Type	Values	Examples
@emailto @emailcc @emailfrom	Text		@emailto=George @emailcc="George Smith" For exact word search, use the double quotes @emailfrom=copernic
@subject	Text		@subject=meeting @subject="meeting with law firm" This field can only be used if the Desktop Search tool used on the queried PC is Copernic Desktop Search.
@importance	Choice (Drop down list)	0 = low 1 = normal 2 = high	@importance=2 @importance>1 @importance<=2
@mediaartist	Text		@mediaartist=U2
@mediaalbum	Text		@mediaalbum="no line on the horizon"
@filename	Text		@filename=document1212 @filename="Game rules"
@extension	Text		@extension=xls @extension=xls AND copernic
@uri	Text		@uri=MyDocuments @uri="C:\MyDocuments\music"
@taskstatus	Choice (Drop down list)	0 = Not started 1 = In progress 2 = Completed 3 = Waiting 4 = Deferred	@taskstatus=0 @taskstatus<2 @taskstatus>=1 Note that there are other field keywords available but this list highlights the most commonly used.

## 5. You can also use operators on field keywords

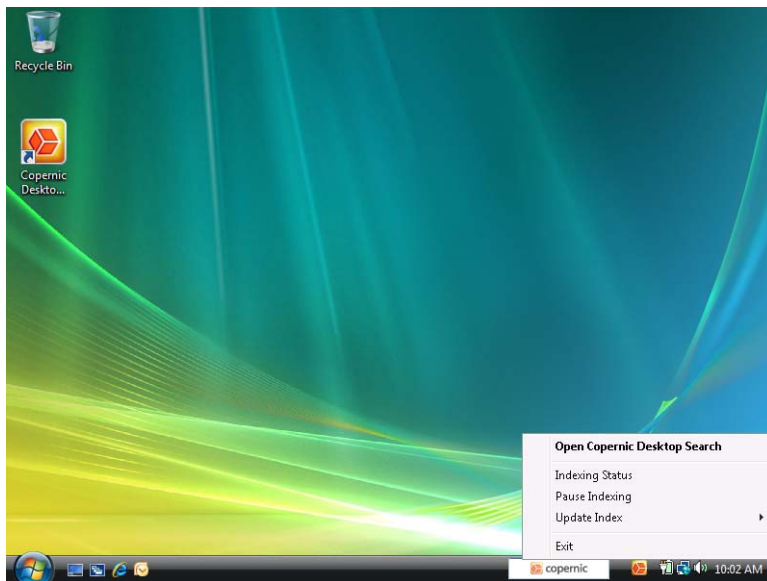
Possible operators are =, <, >, <=, >=, <>. With these operators you will be able to narrow down the results in a flash to get closer to what you are searching for.

We hope that these tips help you pinpoint your searches with Copernic Desktop Search and help you save time by getting exactly what you want with a single query.

# Best Practices

## Shutting down you computer

Because the signal to stop indexing may several seconds to occurs, it is recommended to shut down the indexing service in order before shutting down the computer. This will avoid service hanging and index corruption.



➤ **Voted best software in its category** by C-Net, ComputerBild, Best Software 4 Download, Brothersoft, Softpedia, etc.

The best way to proceed is by **right click the CDS icon** in the system tray and click on the exit menu.

**Next time you boot the system will automatically restart the indexing service.**

## Testimonials

“ Google, Microsoft, and Yahoo aren't the only ones bringing more search power to consumer desktops. Copernic's Desktop Search tool makes it fast and easy to find documents, e-mails, and other files on local drives. Like other desktop search tools, it creates a searchable index of all the data on a computer's drives, and updates it every time a file is added, removed, or modified. A left-side search column allows simple keyword queries and more refined searches based on file size, date, file type, or folder. Easy-to-read icons at the top of the screen let you limit searches by category, such as stored HTML pages, e-mail, and videos. The program is lightning-quick, displaying results as fast as you can type. We especially like the Copernic Deskbar, a search window that appears in the Windows Taskbar and makes quick queries very handy. However, we would like an image viewer, and we wish the application's PowerPoint viewer could display graphics. Copernic comes with optional search toolbars for Internet Explorer and Firefox.

Overall, Copernic offers an efficient way to search your PC, especially for multiple or large hard drives. ”

- **CNET editors' review**

“ Copernic Desktop Search is a very useful tool for anyone who knows how long it takes to search today's hundred gigabyte sized hard disk. The intuitive user interface allows one to figure out how CDS works and it allows more advanced users to utilize more powerful searching options in just a click of a mouse. ”

- **Best Software 4 Download review**

# Advanced Internet Searching Made Easy



**Over 20,000,000 users**  
Thousands sign up every week



copernic  
**AGENT**™ PERSONAL

Copernic Agent Personal combines the power of leading search engines and specialized information sources with advanced, flexible and innovative search management tools. This unique combination allows you to cover more of the Web, to find and keep only relevant information and to personalize your search experience. All this makes Copernic Agent Personal an outstanding tool to get more from your searches on the Internet while providing you with superior control over your search results.



META SEARCH TOOL

## Get more from your Web search results



### Web Searching

- More than 1000 search engines grouped into 120 categories
- Add new available categories from the Copernic Web site
- Eliminate duplicates and broken links
- Web page preview



### Managing Searches and Results

- Keep a history of your searches using folders
- Filter results by result status, domain, region and link validity
- Sort and group results by many fields
- Search within found results using keywords or Boolean queries
- Save and archive found pages
- Generate exhaustive search reports
- Annotate searches and results
- Keyword highlighting in result lists and Web pages
- Share, import and export results

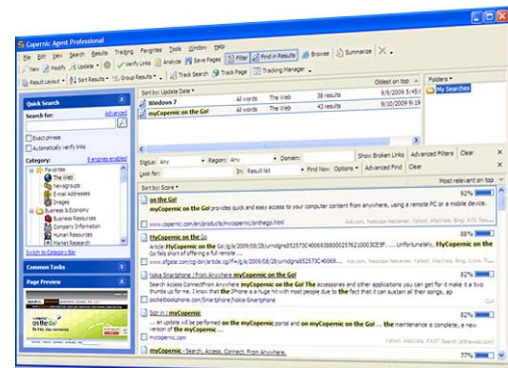


### Customization

- Create custom search categories with available engines
- Select active search engines for each category
- Availability of result layouts (compact, standard and detailed)

### Miscellaneous

- Automated software and search engine updates
- Extensive contextual help
- No advertising banners





## Features



### Searching the web differently

Using more than 1,000 search engines grouped into 120 categories

#### Target Your Web searches

Don't just rely on only one search engine. With Copernic Agent Personal, experience the benefits of parallel searching with more than 1000 search engines in 120 specialized categories, some based on language or country. Furthermore, you can even add new search categories as they become available.

Copernic Agent Personal allows you to cover more of the Web and get all available and relevant results. From a single query, Copernic Agent Personal consults multiple search engines at once, combines their results, removes duplicates and keeps only the very best of the information gathered from queried search engines.

#### Manage Your Searches and Results

Being able to simply click on results, as you do using conventional Web search engines, is not enough. Copernic Agent Personal provides you with advanced search management tools and an easy-to-use environment in which you can filter, group and sort search results by numerous criteria (e.g. domain and status); remove broken links; save pages; search within results using keywords or Boolean queries; share and export results in file formats such as XML

#### Automate Broken Links Removal

With a single click, you can ask Copernic Agent Personal to remove broken links automatically at the end of your search. This ensure you that each result you get is actually available on the Web and will avoid "page not found" error messages.

#### Create Custom Search Categories

Copernic Agent Personal lets you create your own customized search categories using available engines. You can mix categories and engines to create your perfectly targeted search category. You can also create a list of your favorite categories for quick access to them. CSV and HTML; keep and annotate your searches and results; and much more.

#### Access Hidden Information

A huge part of the Web, called the "Invisible Web", is hidden to generic search engines. Scientific studies indicate that it is 10 times bigger than the visible Web. Copernic Agent Personal provides specialized search categories that delve more deeply into the Web. Imagine what you are missing!



**Voted best software in its category**



## Tips & Tricks

### 1. Use the integrated Wizard to quickly launch your web Search

The integrated wizard will streamline the launch of your queries, your favorite and last used categories are available at a simple click away. Type in your keyword and select your category to launch your search.

### 2. Select the category to pinpoint your search

More than 1000 search engines grouped into 120 categories, greatly improving the quality of results. You can add new available categories directly from Copernic Agent.

### 3. Organize categories the way you want them

Add the categories you use most often to the Favorites group to have them readily available. Also, create custom categories based on the vast selection of available search engines.

### 4. Save pages for offline viewing

Download all results to your computer, to be able to view them later, even if your computer is not connected to the internet.

## Testimonials

“ The Internet contains just about any information you need, but how do you find it? Copernic Agent, a Web-searching tool, allows for better Web coverage by searching multiple search engines simultaneously and intelligently indexing the results. We found that, even with some disabled features, the Basic version begins where Web-based search engines end. Most importantly, Copernic doesn't leave you with thousands of search results, but provides handy options, such as filtering, summarizing, dead-link removal, grouping, and numerical value scoring, to assist in finding more relevant results. Although Copernic stumbled over some search queries, this tool definitely has some handy features that are perfect for quick and general searches. Overall, it's hard to beat a few carefully chosen keywords on search engines such as Google, but we were impressed with Copernic's search capabilities. After a week of extensive use, we became more comfortable and accustomed to its extensive interface and feature set. ”

- CNET editors' review

“ Copernic Agent is an exceptionally useful tool for web searchers. It allows to selectively search multiple sources with its powerful sorting and analysis tools. Not many people think beyond Google or Yahoo! to do simple searches, and those who do, often find that great alternatives are available. Copernic Agent is one of those few software that can be customized to appeal both to hardcore users and inexperienced researchers and doesn't lose any effectiveness in the process. With its different search categories polling several search engines, it provides deeper search capabilities. ”