Use the "%" sign to begin and end all last name queries, for example:

%Dyke%, D% to find Derek Van Dyke

%Miller%, Ma% to find Mary R. Smith-Miller

Use partial words when searching for names with Mc, Van, de, etc, for example:

%Guin% to find McGuinness

%Bol% to find de Bolt

Use partial words when searching for names that could be spelled differently, for example:

Tra%   to find Tracey, Traci, Tracy

%ath% to find Kathryn, Katherine, Kathy, Catherine, Cathy

C% to find Cynthia, Cyndi, Cindy, Cindi

D% to find Dillon, Dylan, Dyllon

Use shortened names for formal names, for example:

Wil%   to find William, Wilfred

Bill   to find William

Rob%   to find Robert, Roberta, Robby

Cathy or Ca% to find Catherine

Jim to find James