

## How to search on our website

There are a few ways to search on our website.

## Search box

The search box is found above the top navigation bar.

You can search for a standard by entering the title, keywords, or numbers that you want to search for (such as '3604' or 'timber building') into the search box and click the magnifying glass icon, or just press Enter.

Your search results will be displayed. You can then refine your search using the drop down lists under the 'Refine' tab on the left. Once you have found the product you are looking for, click on it for further information, such as a description about the product, what the product is for, and its price, and to add it to your shopping cart.

## Search and buy standards

You can also search using the 'Browse Standards' page, which you can find under the 'Get Standards' link. Here, again, you can search using keywords and numbers in the search box on the web page.

You can also browse through our catalogue of standards, handbooks, and other documents. These are listed under ICS (International Classification for Standards) codes. ICS is a convention managed by the International Organization for Standardization (ISO) and is a way of classifying standards into fields, for example, food technology, electrical engineering, or mining and minerals.

Click on an ICS code and the results are displayed. Narrow your search by using the subcategories – you will find these under the 'Refine' tab on the left. The new website also has the capability to search by industry, sectors and publishers to make your search experience quicker and easier.

## **Online Library customers**

Online Library customers can also search within their subscription. While logged in as an Online Library administrator or Read-Only user, you can search within your Online Library subscription from the 'Online Library' tab under 'My Subscriptions'.

If the site is not displaying on your browser, please request assistance from your IT department, or contact us on 0800 782 632. If you can't find the standard or the information you are looking for, please call 0800 782 632 during business hours, or email <u>enquiries@standards.govt.nz</u>

