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