

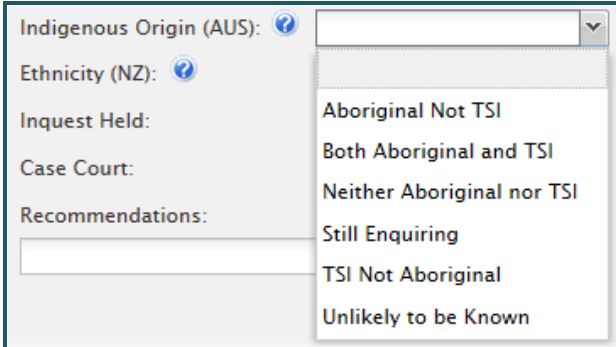
Search Tips – Indigenous Origin and Ethnicity

Indigenous Origin and Ethnicity

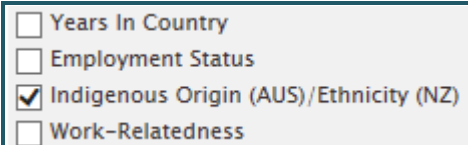
Indigenous Origin relates exclusively to Australian cases, while Ethnicity is exclusive to New Zealand cases.

How to search for persons of Indigenous Origin / by Ethnicity:

1. Select the Query Design option from the NCIS Search menu to open the search
2. On the first tab, **1 - Case Details**, we need to utilise a number of fields. You will see two tick boxes labelled 'Notification' and 'Completion'. These relate to the Case Type and Intent Type fields. As we want to search for closed cases that have determined to be of Indigenous origin, tick the 'Completion' box (open cases may have Indigenous Origin completed but are considered unconfirmed until the case is closed).
3. Below this you will see the 'Indigenous Origin (AUS)' field. This field contains a range of options for whether a person has been coded as being of Indigenous origin. Select the option that is most appropriate for you; in this example, we will select "Aboriginal not TSI".

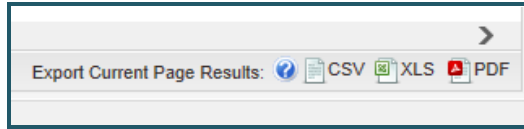


4. If you are searching on New Zealand cases, select the 'Ethnicity (NZ)' field which will open a similar drop down menu with options to choose from. Select the option that is most appropriate for you.
5. Enter other parameters as required or appropriate on this screen, such as jurisdiction and timeframe. To access the Timeframe search options, tick the 'Use Date Search Option' tick box located under the Case Details tab.
6. Move to the sixth tab, **6 - Result Details**. Here you can select the fields you would like to see returned in the results. Make your selections then press the 'Search' button. Remember to always tick "Indigenous Origin (AUS) / Ethnicity (NZ)" field to include the field in your results. You will then be able to distinguish between the categories in your results (e.g. 'Aboriginal Not TSI' and 'TSI Not Aboriginal').



Helpful hints:

It is not possible to search for all of the Indigenous Origin or Ethnicity codes at once. If you are interested in multiple options, you will need to run your search several times, changing the search parameter, to cover all of the variables needed. Remember to export the results of each search into Excel and combine them into one spreadsheet for a complete list.



You can also save the search for later use by using the 'Save' button at the bottom of the Result Details page. You will need to name your search – remember use a description which is meaningful and concise for the search.