

INDEX Function

The INDEX function enables you to search a character value for a specified string. The INDEX function searches values from left to right, looking for the first occurrence of the string. It returns the position of the string's first character; if the string is not found, it returns a value of 0.

General form, INDEX function:

INDEX(source, excerpt)

example: `index(job, 'word processing')`

where

- source specifies the character variable or expression to search
- excerpt specifies a character string that is enclosed in quotation marks ("")



Note that the INDEX function is case sensitive, so the character string that you search for must be specified exactly as it is recorded in the data set.

Finding a String Regardless of Case

To ensure that all occurrences of a character string are found, you can use the UPCASE or LOWCASE function with the INDEX function. The UPCASE and LOWCASE functions enable you to convert variable values to uppercase or lowercase letters. You can then specify the character string in the INDEX function accordingly.

The UPCASE and LOWCASE functions will be introduced in the next video.

