Use Advanced Query Search (AQS), to refine your search results. In the search box, type a keyword from the table below, followed by a colon and what to search for. For example, to find messages with a subject that contains "report", enter **subject:report** in the search box.

AQS keyword	Description
From:	Searches the **From** field.
To:	Searches the **To** field.
Cc:	Searches the **Cc** field.
Bcc:	Searches the **Bcc** field.
Participants:	Searches the **To**, **Cc**, and **Bcc** fields.
Subject:	Searches the subject.
Body: or Content:	Searches the message body.
Sent:	Searches the date sent. You can search for a specific date or a range of dates separated by two dots (..) You can also search for relative dates: Today, tomorrow, yesterday, this week, next month, last week, past month. You can search for the day of the week or month of the year. **Important** Date searches must be entered in month/day/year format: **MM/DD/YYYY**.
Received:	Searches for the date received. You can use the same search terms as for Sent.
Category:	Searches the **Category** field.
Attachment:	Searches for the specified attachment by title. For example, attachment:letter will find any message with an attachment named letter.doc.
Has:	Use has:flag to find items that are flagged. Use has:attachment to find items that have one or more attachments.

When you use AQS, you can search on multiple search terms; on any, all, or an exact phrase.

- Subject:product plan will find any message with "product" or "plan" in the subject.
- Subject:(product plan) will find any message with both "product" and "plan" in the subject.
- Subject:"product plan" will find any message with the phrase "product plan" in the subject.

*Information taken from: https://support.office.com