

## LoislawConnect™

### Quick Reference Card

#### Find It Fast with Power Search

Quickly search databases with the search box in the upper right-hand corner.

##### Power Search

Search across all or multiple LoislawConnect databases within your subscription.

- With the **Keyword** drop-down selected, select **All My Content** or only specific databases.

##### Find Cases by Citation

Access specific case law quickly.

- Use the drop-down and choose **Citations**, then enter one or multiple case citations. You can also paste text into the search box and all case law citations will be extracted.

**Example:** 509 us 579, 121 sct 525

(leave a space or comma between cites)

#### Search by Database

If you know the type of law you are looking for, you can directly search the database. Choose a database and you can:

##### Find a Case by Name

Enter the party names into the **Case Name** field when searching case law.

Case Name *for example: smith and jones or smith v state*  
daubert and merrell dow

##### Find a Statute by Citation

Enter a citation into the **Heading** field when searching state or federal statutes. Use the NEAR connector instead of the section symbol for quick searching.

Heading  
11 near 301

(11 near 301 finds 11 U.S.C. § 301)

#### Connectors

Connectors allow users to combine two or more keywords in a search expression and may focus or expand search results.

Connector	Shortcut Symbol	Finds	Example
AND	&	Both search terms	<i>insurance and bad faith</i>
OR		Either search term	<i>doctor or physician</i>
NOT	%	The initial term, but no term(s) following NOT	<i>RICO not Puerto</i>
NEAR	/	Both terms within 20 words of each other	<i>breach near fiduciary duty</i>
NEARX	/X	Both terms within X number of words of each other	<i>probable cause near5 search</i>
"x x"	"	The exact phrase (optional on LoislawConnect)	<i>"strict tort liability"</i>

#### Multiple Connectors and Parentheses

Users may combine two or more connectors in a single query to refine results. The use of parentheses changes the order the search is processed. LoislawConnect processes these searches in the following order: NOT, NEAR, AND, OR.

Compound Expression	Finds
employee near2 (terminate or discharge)	Finds documents containing <i>employee</i> within two words of either <i>terminate</i> or <i>discharge</i>
(foundation near5 predicate) not hearsay	Finds documents where <i>foundation</i> occurs within 5 words of <i>predicate</i> but excludes <i>hearsay</i>
(search and seizure) near10 probable cause	Finds documents where <i>search and seizure</i> occurs within 10 words of <i>probable cause</i>

##### Variant Forms of Search Terms

LoislawConnect automatically retrieves most variant forms of words containing more than three letters.

**Example:** *murder* finds *murders, murdered, and murderer*

##### Expanders

The asterisk '\*' may be used as a word expander to retrieve all possible suffixes.

**Example:** *child\** finds *child, children, childhood, etc.*

##### Wildcards

The question mark '?' may be used as a variable to replace a single character anywhere in a word.

**Example:** *s?nk* finds *sink, sank, and sunk*

##### Thesaurus

The tilde '~' may be used to find synonyms and precedes the word in a search.

**Example:** *~fraud* finds *fraud, frauds, fraudulent, fraudulently, misrepresent, misrepresented, misrepresentation, deceptive, deception, sham, etc.*

# LoislawConnect

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### Search Tips


#### Take Advantage of Field Searching

All LoislawConnect documents are searchable by fields in addition to full-text. Searching within fields can help refine searches when specifics are known.


Any field may also be utilized with keywords in the **Search Entire Document** field on all LoislawConnect search screens, thereby resulting in relevant information more quickly.

#### Narrow Results by Date Range

To restrict results to a particular timeframe, LoislawConnect provides an easy-to-use drop-down on the search page. Researchers can search by certain months or years and even limit results to a specific range of dates.

Search Entire Document 

**expert testimony near (admi\* or inadmiss\*)**

Date Range:  

Published Or  All Dates  Ad Opinions  Both [What's](#)

Case Cite

Case Name

Docket Number

Lower Court

Attorneys on Appeal

### GlobalCite® – LoislawConnect’s Powerful Citator

GlobalCite lists all indexed documents that cite the current or 'active' document by searching through LoislawConnect's entire collection of databases, including treatise libraries, even if you are not a subscriber.

Access GlobalCite results in two ways:

- Using **Power Search**, from the start page, choose **GlobalCite** from the drop-down menu, then enter a citation in the text box field.
- In the full text of a case, statute, or regulation, click the **GlobalCite** button near the bottom of the window.

No matter which technique is used to retrieve GlobalCite results, the list of documents may be refined further.

- Restrict by type of law, jurisdiction or court
- Identify type and location of treatment terms
- Search within the results by keyword

GlobalCite marks the text of resulting documents with two special attributes to facilitate browsing:

- The citation of the original document is highlighted in yellow, in all documents
- Case treatment terms are rendered in blue font

Case treatment terms appearing in blue font		
Acquiesce	Dissent	Remand
Affirm	Distinguish	Remit
Agree	Enforce	Remove
Appeal	Grant	Rescind
Argued	Modify	Reverse
Cert.	Non-acquiesce	Set aside
Concur	Overrule	Sustain
Deny	Reaffirm	Uphold
Disagree	Rehearing	Vacate
Dismiss	Reject	Withdrawn

### LawWatch and My Saved Searches

#### LawWatch

- Notifies users whenever LoislawConnect indexes new documents satisfying certain predetermined (and user configured) search criteria.
- May be activated from any results list page or from a document.

To access the save dialog and configure LawWatch, click **LawWatch & Saved Searches** in the top navigation bar or **Save Search** on any results list or document page.

#### My Saved Searches

- Lists the names of searches saved during visits to LoislawConnect. My Saved Searches is available at all times in the main browser window.
- Records a user's LawWatch status for each saved search.
- Allows users to edit an existing search, change the LawWatch status, or request email notification of search results on any search page throughout the website.

### Need Additional Help?

- Click **Help** located in the top navigation bar for how-to information about features and functions.
- Click **Training & Support** for documentation, videos, and training options
- For free technical support, call (877) 471-5632 Monday-Friday 3:00am - 10:00pm Central Time. After hours, please leave a message and queries will be responded to the next business day.
- Contact us by email at [supportservices@loislaw.com](mailto:supportservices@loislaw.com).