

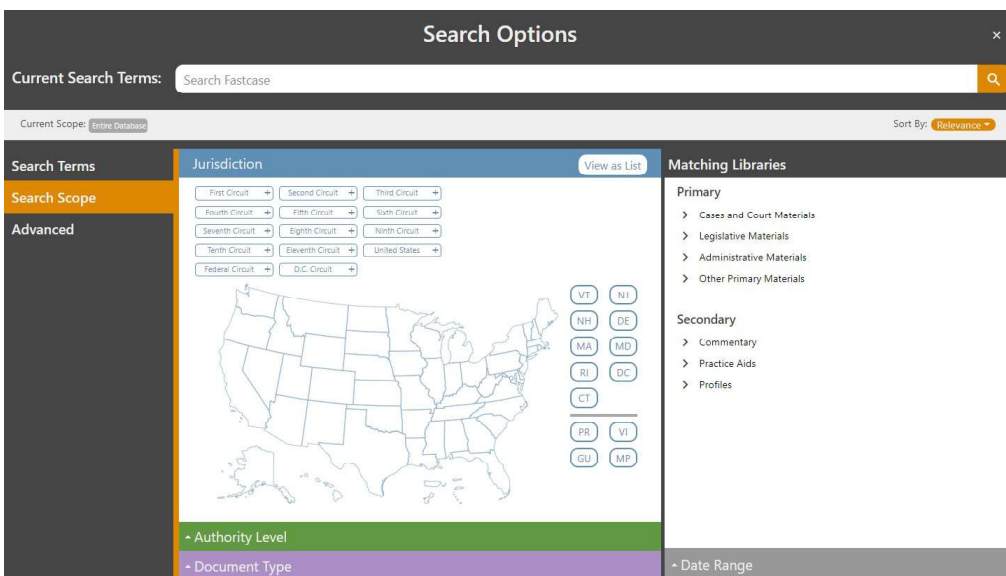
### 3 | SEARCH OPTIONS

#### Selecting a Specific Jurisdiction Before Running Your Search

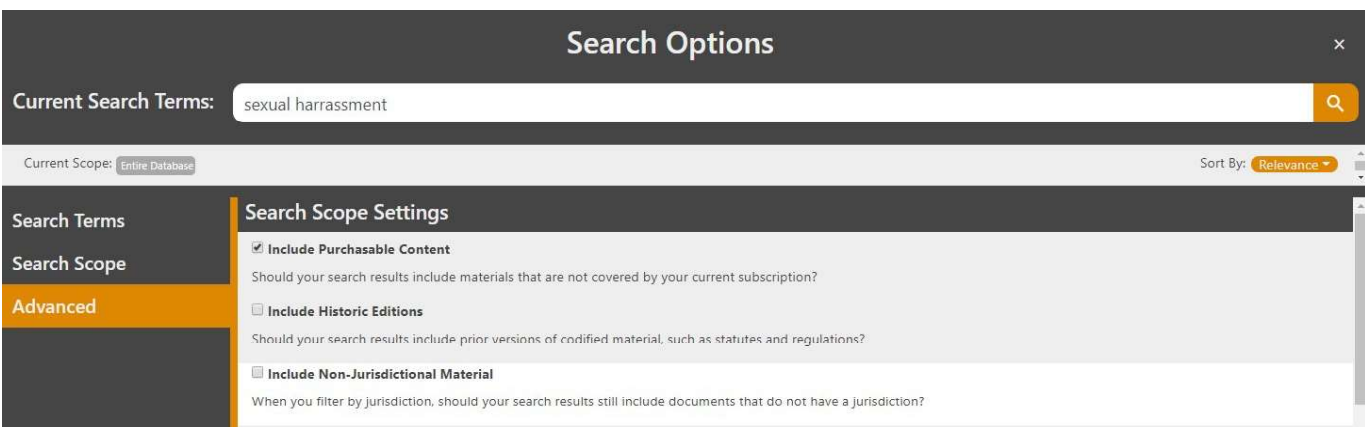
- Click on the **Options** button to select advanced search options.



- You can then select a library one of three ways: **Jurisdiction, Authority Level, or Document Type.**
- Click on the library type you are interested in from the center, and then you can select specific libraries using the drop down menus on the right.
- Once selected, the current libraries will show next to the **Current Scope** button at the top of the search menu.
- You can select as many libraries as you would like and you can select libraries across different levels and jurisdictions.



- You can also adjust what types of materials to exclude in your search results by clicking on "Advanced" and using the toggles.



## Browse Documents Using Outline View

In addition to searching, Fastcase also allows you to browse primary and secondary content in our **Outline View**

- To get started, click on the **Outline** button



- This will display your default jurisdiction. Once you have selected a jurisdiction, you will can then select the document type you are interested in viewing.

A screenshot of the Fastcase website's 'Outline View' for 'Virginia &amp; Federal &amp; Other'. The interface is divided into two main columns: 'Primary Materials' and 'Secondary Materials'. Under 'Primary Materials', there are sections for 'Cases and Court Materials' (including Caselaw Opinions and Court Rules), 'Administrative Materials' (including Administrative Opinions and Regulations and Administrative Codes), 'Other Primary Materials' (including Ethics and Disciplinary Materials), 'Legislative Materials', and 'Constitutions'. Under 'Secondary Materials', there are sections for 'Commentary' (including Treatises and Books) and 'Profiles' (including Expert Witness Profiles). The top of the page features a search bar, navigation buttons for 'Options' and 'Outline', and various utility icons. A 'Live Chat' button is visible in the bottom right corner.

- Once you have selected a document type, you will see the outline for that particular document.
- Navigate through the outline by clicking on the drop down buttons next to the section you are interested in.

A screenshot of the Fastcase website's 'Outline View' showing the 'Outline of Virginia Statutes'. The top of the page features a search bar and the title 'Outline of Virginia Statutes'. Below this, the outline is structured as follows: 'Virginia Statutes (2018 Edition)' is expanded to show 'Title 1 General Provisions (Chapter 1 to Chapter 5)', which is further expanded to show 'Chapter 1 Code of Virginia (§ 1-1 to § 1-9)'. Under Chapter 1, four sections are listed: '§ 1-1 Contents and designation of Code.', '§ 1-2.1 Effective date of certain provisions.', '§ 1-2 Effective date of Code.', and '§ 1-3 Repeal of acts of a general nature.' The page has a clean, professional layout with a blue header and a light gray background for the content area.