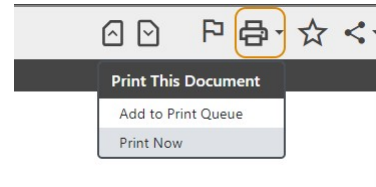


6|PRINTING & DOWNLOADING DOCUMENTS

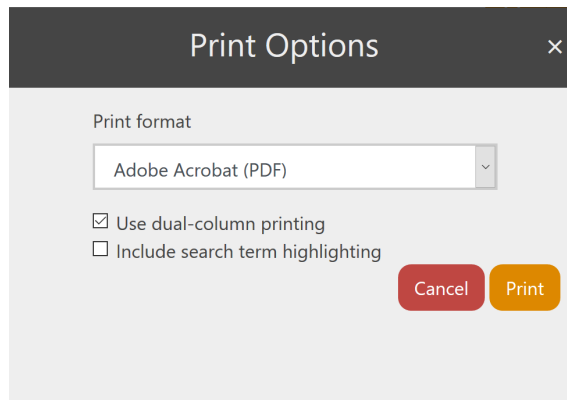
Fastcase gives you the ability to save and print clean, professional-looking documents in single- or dual-column format.

Printing a Single Document

- Click the **Print** icon on your toolbar. Then click "print now".



- Make your formatting selections:
 - Choose whether to highlight search terms.
 - Choose single- or dual-column formatting.
 - Choose a file format: Microsoft Word (DOC) or Adobe Acrobat (PDF).

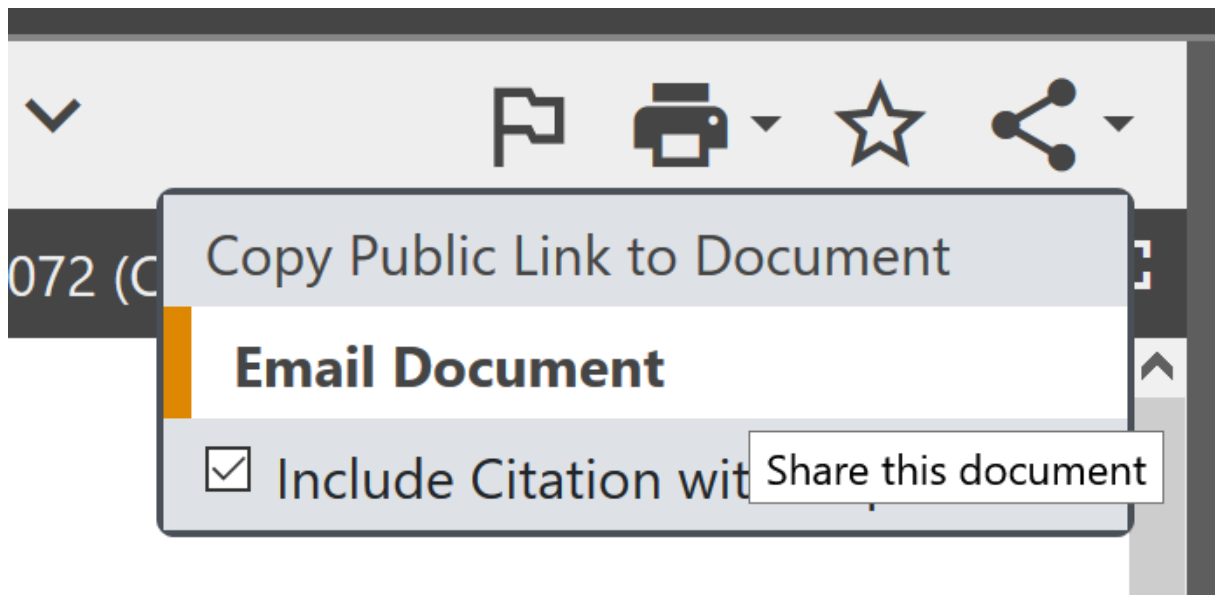


- Click the **Print** link. Your browser will begin to download the file onto your computer.
 - Once the download is complete, open the file using the appropriate application for the file format you selected.
 - Now you can print and/or save the file like any other document on your computer.
-

Email a Case

Fastcase allows you to email a document to any email address with just two clicks.

- Start by clicking on the **Share** link on the toolbar when you are viewing a document. Then select **Email Document**.



- Enter the email address you would like the document sent to.
- The document you selected will be sent in rich text format within the body of the email.
- **Note:** You can also download the case using the **Print** button and then email it as an attachment.

Email Document

×

To:

Cancel

Send

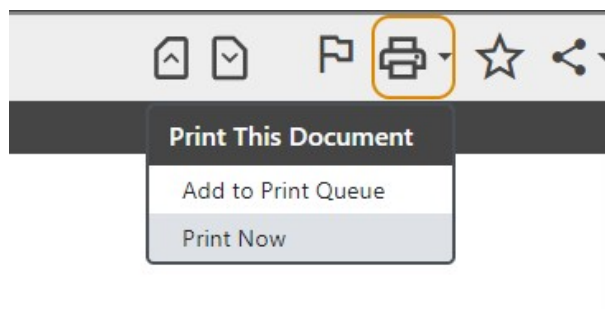
Batch Retrieval and Printing Cases

- Batch printing allows you to download and print up to fifty documents as a single document.
- To add a case to your **Print Queue** from the results page, click on the printer icon to the left of the case.

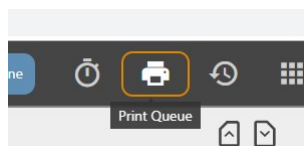
Current Sources: ✕ ☆ ✎ Entire Database

Relevance	Documents	Date	Total Cites	Cited in Results
100%	1. Jackson v. Virginia, 443 U.S. 307, 99 S.Ct. 2781, 61 L.Ed.2d 560 (1979) ..., or in the commission of, or attempt to commit, arson , rape, robbery, burglary or abduction . . . is murder of the first degree, punishable as a Class 2 felony. "All murder other than capital murder and murder in the first degree is murder of the second degree and is punishable as a Class 3 felony." Class 2 felonies carry a term of 20 years to life. § 18.2-10(b) (1975). The sentence for Class 3 felonies...	Jun 28, 1979	66.1k	2.07k
99%	2. 720 ILCS 5/20-1 Arson; residential arson; place of worship arson. (Illinois Compiled Statutes (2019 Edition)) ...720 ILCS 5/20-1 Arson ; residential arson ; place of worship arson . (Illinois Compiled Statutes (2019 Edition)) (720 ILCS 5/20-1) (from Ch. 38, par. 20-1...	N/A	0	0

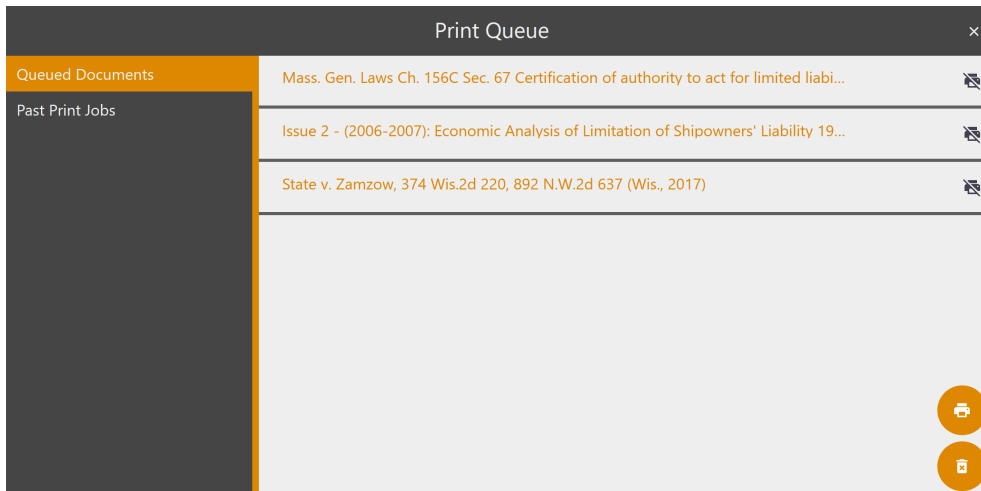
- When you click the printer icon, the icon will change color from blue to orange.
- You can add up to 50 total documents to your print queue at a time.
- You can also add a document to the print queue from the document view page.



- To print, select **View Print Queue** from the **Print** dropdown menu.



- You will have an opportunity to review the cases in your **Print Queue**. To remove a case from the queue, click the printer icon on the right.
- Click the square **Print** button



- Make your formatting selections, just as you would with a single case.
- Click **Print**. Your browser will begin to download the file onto your computer.

The screenshot shows a 'Print Options' dialog box with a dark header bar containing the title and a close button. Below the header, there is a 'Batch name' label and an empty text input field. Underneath is a 'Print format' label and a dropdown menu currently showing 'Adobe Acrobat (PDF)'. Further down, there are three radio button options: 'Use dual-column printing' (unchecked), 'Single file' (checked), and 'Zip archive' (unchecked). At the bottom right, there are two buttons: 'Cancel' (red) and 'Print' (orange). A small tooltip 'Close this window' is visible near the close button.