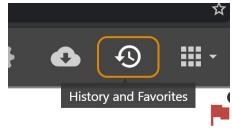
7|PERSONALIZED FEATURES

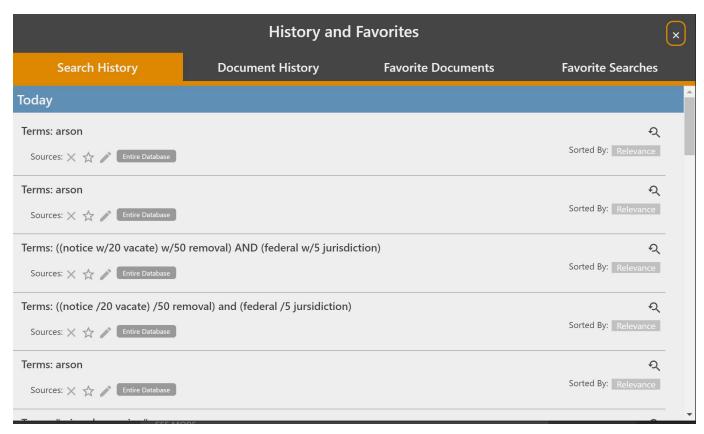
Fastcase dynamically tracks what you are searching for and uses this information to tweak your user interface, with the goal of making your research more efficient. Fastcase also lets you set certain display preferences.

Recent Searches

- To view recent searches, select the **History and Favorites** button from the menu.
- The searches are listed according to the search terms you used

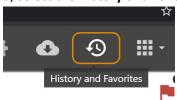
• If you click on the magnifying glass across from any of the listed searches, you will be taken directly to the corresponding search results.

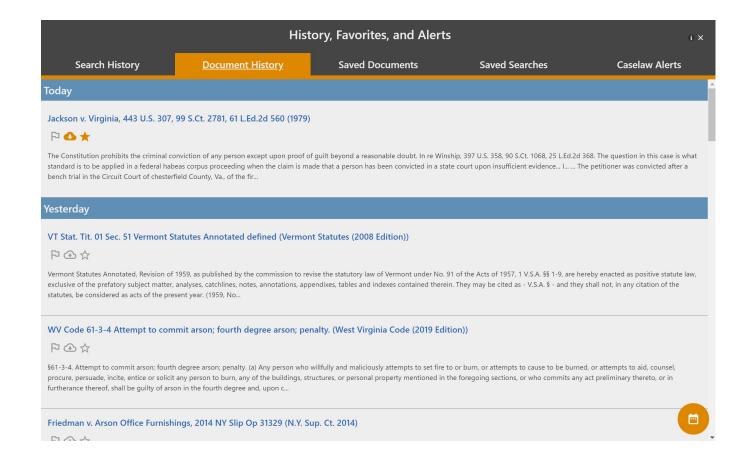




Recently Viewed Documents:

- Fastcase automatically tracks recent documents that you have viewed and stores them in your personalized library for easy access.
- To retrieve the recent documents you viewed, select the **History and Favorites** button from the menu.



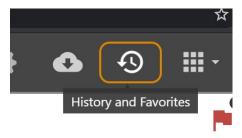


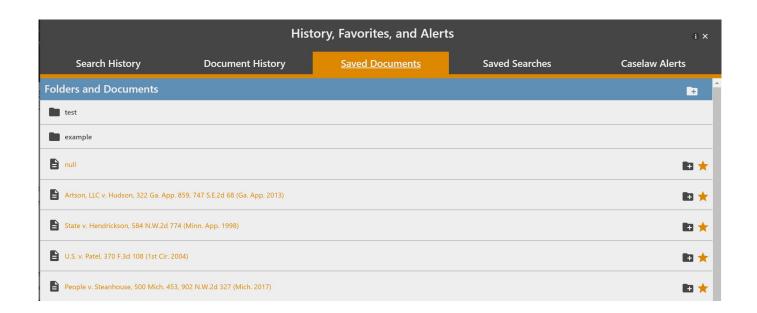
Favorite Documents:

• Fastcase allows you to save documents for later reference. To save a document, click the **Favorite Star** icon at the top right of the document.



- To retrieve your saved documents, select the **History and Favorites** button from the menu.
- You can create folders to organize your favorites into groups by clicking on the folder icon to the right with the "plus" symbol.





Highlighting Search Terms

• By default, Fastcase highlights each of your search terms when you view the full text of a document. Each term will be highlighted in a different color so that you can see the occurrence of each search item. You can turn highlighting off for each term separately by clicking the "x" next to that term.



Searching a Document

•You can search within a document for any term. Click on the find in document box, enter your search term, and hit the **Search** button to locate that term.

