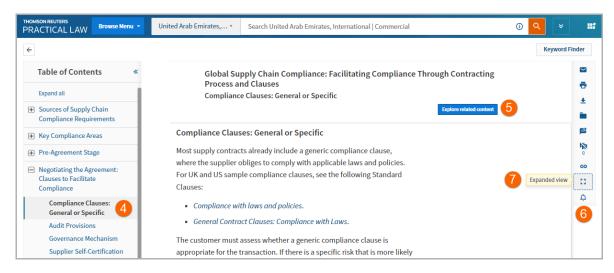
PRACTICAL LAW

A guide to Viewing Documents on Practical Law

This guide provides a useful overview of the various aspects and tools that are displayed when viewing a resource on Practical Law.



- 1. **Details of the author** of the resource the Practical Law team and/or any external contributors is provided directly below the title of the document. The first paragraph after the title provides a summary of what the document is about.
- 2. When available, a **table of contents** is displayed in the left pane. It can be collapsed or expanded using the link at the top, or the +/- sign next to each header. Click on the ≪ sign at the top right of the table of contents to hide it.
- 3. In the righthand margin, the maintained status of the document, the type of resource it is, and the applicable jurisdiction(s) are reflected. When available, a link to view the resource history is provided to view the latest changes to the document. This is also displayed at the bottom of the document.



4. As you scroll through the document, the **Table of Contents** remains on the left. The header bar under the document's main title adapts to include the title of the section you are viewing.



- 5. The Explore related content button is continuously displayed at the top right as you scroll, making it easier to link to other related content on Practical Law. For example, you could utilise this panel to link from an overview into an in-depth Practice Note, and then into a Checklist, a Standard Document, or the latest Legal Update. This list of related content is also displayed at the bottom of the document.
- 6. On the righthand side of the document are your document and delivery options in icon format.
- 7. If you are unsure of what an icon does, roll your mouse cursor over the icon and it will display a written description. Here is a list of the document and delivery options:

