



# Wichita State University Libraries

---

## American Jurisprudence, 2D

### INTRODUCTION

American Jurisprudence 2D, on CD-ROM, provides the full-text of the legal encyclopedia of the same name that covers a broad range of legal topics encompassing state and federal American law. Documents for each topic (i.e. title) may include a summary, an outline, sections of text, and a table of references. American Jurisprudence provides references to case law; it is not a case reporter. 2

### TO BEGIN SEARCH

- Double click on *Networked CDs Launcher* icon on Windows-based terminals in Reference area.
- Double click on *American Jurisprudence 2D* icon.
- At “Welcome to PREMISE” screen, click on *New*, i.e. *Start a new project*.
- On the next screen, there are two “books” listed: AMJUR2D, 1-38 (A- Guaranty) and AMJUR2D, 39-83 (Guardian - Z). Before selecting a book, it is possible to click on *Scope* and then *Doc List* to get an alphabetical list of all titles (i.e. topics) as well as title outlines.
- To search a single book, click on one of the two books. To search both books, click on the first book, then hold down *Ctrl* key and click on the second book.
- After selecting one or both books, click on *Search* at the bottom of the screen.

### TERM SEARCHING

- From the *Search Using* drop-down list box in upper left, select *Term Search*.
- Enter your search statement in *Terms and Connectors Query* box. Use the *Connectors* box to select symbols that connect terms and the *Expanders* box to select symbols that retrieve variant endings or spellings. Double click on the desired symbol. Connectors and expanders can also be manually typed into a search statement, e.g. **limitation /3 statute action period /p fraud!**

<b>arson /p kansas</b>	to find both terms in same paragraph
<b>arson /s kansas</b>	to find both terms in same sentence
<b>arson /5 kansas</b>	to find terms in this order and within 5 terms of each other
<b>“984 f2d 597”</b>	to find exact citation
<b>“people v bauer”</b>	to find exact case name
<b>“arson investigation”</b>	to find adjacent terms (i.e. phrase) in this order
<b>canal &amp; flood</b>	both terms must be somewhere in document
<b>attorney or lawyer</b>	at least one term must be in document
<b>attorney lawyer</b>	assumes “or”; at least one term must be in document
<b>h.i.v.</b>	enter all acronyms with periods and no spaces
<b>whistle-blow!</b>	hyphenate all compound words
<b>car</b>	retrieves car, cars (automatic pluralizer with singular form of terms)
<b>know!</b>	retrieves know, knows, known, knowing, knowledge
<b>kn*w</b>	retrieves know, knew
<b>object***</b>	retrieves object, objects, objection, objected

In single book searching, it is possible to search by certain fields using the *Fields/Restrictions* box. For example: to find **arson** as part of a title, subtitle, chapter or subchapter heading, click on PRELIM in *Fields* box and type in **arson** in the *Terms and Connectors Query* box to create the statement: **PR (ARSON)**. The *CITATION* field refers only to an American Jurisprudence citation; for example, **CI (29 +4 207)** retrieves the section 29 AM. Jur. 2d Evidence §207 (1994).

In multiple book searching, the *Field/Restrictions* box does not appear, but it is possible to type in a restricted search in the *Terms and Connectors Query* box using the proper field abbreviations, e.g. **PR (ARSON)**.

In single book searching, an online Thesaurus is available for selecting additional terms. The Thesaurus is not available in multiple book searching.

- Finally, select how the results will be viewed: as *Document List* (default) or as *Document Text*.
- Once the search statement is completed, click on *Search*.

## TO VIEW DOCUMENT LISTS

- In single book searching, results are viewed as an abbreviated list of specific documents. In multiple book searching, the number of hits are displayed for each book. To view a list of documents in both books, highlight both lines and click on *Doc List* at bottom of screen.
- To view a document, double click on its title or highlight the title and click on *View Doc* at bottom of screen.

## TO VIEW DOCUMENTS

- When viewing a document, use the up and down arrow keys on the keyboard or click on up and down arrows on right side of screen to scroll through the document.
- Click on *Doc* left or right arrows at the bottom of the screen to view the next or previous document.
- Terms used in the search statement will be highlighted in red in the document. To jump forward or backward to highlighted terms, use the *Term* arrows at the bottom of the screen.
- Click on *FN* (Footnote) links to jump to specific references. Links to the full-text of specific references are not available to WSU users.
- Click on *Doc List* to return to a list of documents.
- Click on *Search* to return to the "Search Results" screen.
- Click on the *Reading Book* icon at the upper left hand corner of the screen to return to the "Library/Book Name" screen to select another book or books.
- Clicking on *X* on upper right of screen serves as a BACK key allowing the user to move backwards through previous screens.
- When viewing document, click on main title to access an outline of the title or an alphabetical listing of all titles in American Jurisprudence.

## TO PRINT OR DOWNLOAD DOCUMENTS

- To print a document, click on the fifth icon from the left in the tool bar. Make appropriate selections.
- To download a document, click on the sixth icon from the left in the tool bar. Select the a: drive and assign a filename.

## TO EXIT

- Click on *File* in upper left hand corner.
- Click on *Exit PREMISE*.
- At *Save Project-untitled* box, click on *No*.
- Click on *OK*.

## OTHER SEARCH METHODS

While the author recommends *Term Search* as the preferred search methods, it should be noted that there are two other search methods available: *Natural Language* and *Fields Template*.

### *Natural Language*

Available in both single book and multiple book searching.

Allows searching in plain English, e.g. **must a manufacturer disclose the side effects of a drug**.

Documents ranked by statistical relevance.

In multiple book searching, maximum result is 20 documents.

In single book searching, more than 20 documents may be displayed.

In single book searching, an online Thesaurus is available for adding terms.

In single book searching the search can be limited by fields listed in Restrictions box, e.g. *PRELIM*.

Connectors and Root Expanders are not available; & (AND) is assumed between terms.

Use enclosing quotation marks for phrases: "**law practice**".

### *Fields Template*

Available only in single book searching.

*Fields Template* is an alternative to the *Terms and Connectors* box.

Allows the user to create a search statement without typing connectors or field restrictions.

Enter terms in appropriate field box, e.g. **arson** in *PRELIM* box.

The system automatically assumes the fields are connected by & (AND).

The default connector is **/p** (in same paragraph). Use the drop-down list box to select alternative connector or type in your own connector.

Use *All Fields* box for a free text search using connectors and root expanders (! or \*).

An online Thesaurus is available for adding terms.