<u>Cheetah</u> is a legal research platform and e-book collection provided by publisher Wolters Kluwer. Our subscription includes digital access to many Wolters Kluwer and Aspen titles, including major treatises like *Wigmore on Evidence*, Pierce and Hickman's *Administrative Law Treatise*, and *Bromberg and Ribstein on Partnership*.

Cheetah is available at all law library locations and from any court computer.

### I. Practice Areas

Cheetah content is grouped together by topic into 16 Practice Areas:

- Antitrust & Competition
- Elder & Estates Law
- Employee Benefits
- Energy & Environment
- Family Law
- Government Contracts
- Healthcare
- Intellectual Property

- Labor & Employment Law
- Litigation
- Pension & Employee Benefits
- Practice of Law
- Products Liability & Insurance
- Property & Construction Law
- Securities
- Transportation

To access a Practice Area, either click the appropriate link from the Homepage Dashboard, or use the dropdown menu on the navigation tab.

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Family Law	Property & Construction Law	N		2018 year in review: IPOs		
Government Contracts	Securities - All			Skadden, Arps: U.S. Corporate Governance: Turning Up		
Healthcare	Securities - Corporation Law & Governance		the Heat			
Intellectual Property	Securities - Federal & Intern	ational		Skadden Arps about M&A 20	s: Despite headwinds, Par 019 levels	tners Optimistic
Labor & Employment Law	Transportation			Brattle Group management	benefits of active v. pass	ive investment fund
CHEETAH RESOURCES				Murphy & Mo Enforcement	Gonigle: Expect More Agg after Scoville Decision	ressive Offshore
Cheetah Widgets				2018 year in r	eview: Labor and employ	ment hit parade
MARC Records and Product Titles with Links				Ogletree Dea	kins: The Practical NLRB	Advisor NLRB:
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				L&E Evolution	Part III: Managing emplo	yees in a digital age
				Top Tax Law I	Developments for July-Se	ptember 2018
				Contract Neg	otiation Best Practices, Do	's and Don'ts

The Practice Area Dashboard shows all available content for the selected subject. Content varies by subject and can include treatises, manuals, cases, acts & statutes, administrative materials, news, summaries, and charts.

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TREATISES & EXPLANATIONS  Americans with Disabilities Act Handbook - Perritt  Administrative Law Treatise - Pierce and Hickman Discovery Practice - Haydock and Herr  SEE ALL	LABOR ARBITRATION AWARDS Research Aids and Arbitrator Biographies Labor Arbitration Awards (1986-Present)					

## **II. Searching**

### A. From Library Catalog

Most items available in Cheetah are linked to the <u>library's catalog</u>. The search results will provide a direct link to that item.

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#### **B.** From Cheetah

Searching can be done from the search box at the top of every page. You can search all content from the homepage or choose a Practice Area to search only that topic.

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#### 1. Search Operators & Connectors

The following search operators and connectors can be used to improve your search results within Cheetah.

Author: – Placing the Author: operator before terms retrieves documents authored by person or persons. *Example: Author: "Steven Mark Levy"* 

**Doctype:** – Placing the **Doctype:** operator before terms retrieves documents that are of a particular doc type. Examples of available document type operators are: Cases, Regulations, and Treatises. View the complete list of available document type operators available here. *Examples: Doctype: Cases and Title: (SEC v. W. J. Howey)* 

**State: or ST: –** Placing the **State:** operator before terms retrieves documents that contain state meta data. *Examples: State: California, State: Illinois.* 

**Title:** – Use the **Title:** operator to retrieve documents that contain the search terms in the document title only. *Example: Title: (blue sky) and hardship exemption.* Also,

use the Title: operator to search for Parties within case documents. *Example: Title:* (*Microsoft or Apple*) and Doctype: cases and hardship

AND – Placing the word **and** between terms retrieves documents that contain both of the terms. By default, the system inserts the and connector between terms. Therefore, entering court appeals is the same as entering court and appeals. However, Cheetah recognizes editorially curated 'terms of art', so sometimes a space between terms is ignored, and instead terms separated by a space are searched as an exact phrase. For example, if you type FCPA enforcement as your search expression, that phrase is a recognized 'term of art' on some Cheetah dashboards so that your results will include documents that contain the exact phrase FCPA enforcement (as well as synonyms if *applicable*).

**OR** – Placing the word **or** between terms retrieves documents that contain either or both of the terms. This is useful when entering synonyms, terms with identical or similar meanings. For example, if you type child or dependent as your search expression, your results will include documents that contain child or dependent individual of each other. But your results will also include documents that contain both child and dependent.

**NOT** – Placing the word **not** between terms retrieves documents that contain the first term only if the second term does not appear. This connector is useful when your keyword often appears in a context that is irrelevant to your research. For example, if you want to find documents concerning RICO litigation, the search expression RICO not Puerto excludes documents in which *RICO occurs as a part of Puerto Rico*. Note: Partial matches will not work with the **NOT** boolean connector. For example, searching rico not puert will return results that include puerto rico. However, searching rico not puerto will return results that include only rico, e.g., the Racketeer Influenced and Corrupt Organizations Act.

**Hyphen** – Placing a **hyphen(-)** before a term will return search results that do not include that term. *Example: deed - revocation* 

**Quoted Search Terms** – Place **quotes** around a search expression to return search results that include that phrase, without synonym expansion using the thesaurus. *Example: "intervening rights"* 

**Searching with Parentheses** – Use parentheses to enforce a logical order in your search expression. *Example: Title:* (director not proxy) and stock incentive

**F/n** – Placing **f/n** between terms retrieves documents in which the first term follows the second term by no more than a specified number of words (where n equals the number of words within which the first term must follow the second term). *Example: If* you type trust f/2 revoc as your search expression, your results will include documents containing both the words trust and revoc in which the word trust follows the word revoc by no more than two words (n = 2 in the example).

**P**/**n** – Placing **p**/**n** between terms retrieves documents in which the first term precedes the second term by no more than a specified number of words (where n equals the number of words within which the first term must precede the second term). *Example: If* you type revoc p/2 trust as your search expression, your results will include documents containing both the words revoc and trust in which the word revoc precedes the word trust by no more than two words (n = 2 in the example).

W/n – Placing w/n between your search expression terms retrieves documents in which the first term appears within the specified number of words as the second term (where n equals the number of words between terms). *Example: If you type revoc* w/25 trust as your search expression, your results will include documents that contain the words revoc and trust only when they appear within 25 words of each other. Note: The value of n cannot exceed 127 words.

W/sen – Placing w/sen between your search terms is equal to entering w/20 and retrieves documents in which the first term appears within 20 words of the second term. <u>Note</u>: Sentence boundaries will not be considered.

W/par – Placing w/par between your search terms is equal to entering w/80 and retrieves

documents in which the first term appears within 80 words of the second term. <u>Note</u>: Paragraph boundaries will not be considered.

After a Date – Placing after followed by a specific date will return search results with materials dated after the specified date. *Example: after 1/25/2007* 

**Before a Date** – Placing **before** followed by a specific date will return search results that include materials dated before the specified date. *Example: before January 25, 2008* 

**From Date to Date** – Using **From** date and **To** date as part of your search expression will return search results that include materials within a range of those dates. *Example: "rule 144" from 1/25/2007 to 1/24/2008* 

**On a Date** – Placing **on** followed by a specific date will return search results that include materials on a specific date. *Example: Doctype: no action letters on Dec 10 2012.* You may also search within a specific month. *Example: Doctype: no action letters on Dec 2012* 

#### 2. Filtering

After running a search, you can further filter the results. The search results page includes filters for Practice Areas, Document Type, Court, and Jurisdiction from the menu on the left side of the page.



You can also search within your search results by selecting Within Results from the search bar's dropdown menu.

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Enter your second search terms to search within the original search.

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## **III.** Navigating Content

There are several options available once you have selected content to view.

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§9.1, A General View							
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In the early common law relievable duress was on the person is no longer limited to physical force s	onfined to the use or threatened use of j	physical force to person, and later to prope threat that may cause harm either to the r	rty. [1] Today duress to				
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### **IV.** Further Information

For more information, see the <u>Cheetah Help page</u> or contact Ashley Stewart at <u>astewart@akcourts.us</u> or (907) 264-0583.