

Browse your subscription

- Click the **Home Page** icon or
- Click **Browse** on the **Quick Bar**.
- Use the **browse tree** to "walk" to the **content you are interested in**
- Click the **document** you wish to view.

Searching for sections of legislation or case citations etc using pinpoint

- Click **Pinpoint** on the **Quick Bar**
- Use the browse to select a book of interest.
- In the right pane choose the appropriate form & type the number
- Click **Go**.

Filter results to specific areas of interest

Apply multiple filters at one time

- **by Document Type** e.g. Commentary, Legislation, Cases
- **by Library** e.g. Tax, or HR Employment
- **by Topic** let CCH editors guide you to relevant commentary
- **by Jurisdiction** e.g. Federal, State Etc

Search Terms are highlighted in the document text. Click the **1st Search Term** icon to step through each in sequence

Search your entire subscription

All content Search – the default search

- Select **all content** in the **Search scope** box.
- Type your search terms (e.g. fixtures and chattels) in the search box.
- Click **Go**.

Search within results

Refine your search by using the search scope box to **Search within results**

Choose the content you want to search

Selected content Search

- Click **Browse** on the **Quick Bar**.
- Click in the **checkbox** (es) next to the area you want to search. The search scope changes automatically to **selected content**.
- Type your terms in the **search box** & click **Go**.

Send important documents to the **Document Tray** temporarily for easy printing and saving while you search or browse

Use **Search Options** to Search by date or access saved searches

Run up to 8 searches in separate **Tabs**

The screenshot shows the CCH IntelliConnect search interface. At the top, there's a search bar with 'all content' selected and the search term 'Fixtures and chattels'. Below the search bar, there are tabs for 'Document Tray [0]', 'History', 'Practice Areas', 'Preferences', 'Help', and 'Log Out'. The main content area displays search results for 'Fixtures and chattels' (Thesaurus Terms) with 14 results. The results are sorted by Relevance. The first result is highlighted in green: 'CCH Commentary: Queensland Conveyancing Law Commentary, [127-590] Introduction'. The second result is highlighted in blue: 'CCH Commentary: Australian Buying and Selling Businesses: Personal Property, [130-360] The need for requisitions'. The third result is also highlighted in blue: 'CCH Commentary: Australian Buying and Selling Businesses: Personal Property, [113-860] The need for requisitions'. The fourth result is highlighted in green: 'CCH Commentary: Queensland Conveyancing Law Commentary, [15-660] Definitions in the Community Titles Scheme Contracts'. The interface includes a 'Narrow Your Results' sidebar on the left with filters for Document Type, Library, and Topic. At the bottom, there's a 'Document Path' section showing the breadcrumb trail: 'Conveyancing & Property Law > Queensland Conveyancing Law Commentary > CONTRACT FOR SALE > DEFINITIONS > [15-660] Definitions in the Community Titles Scheme Contracts'. There are also 'Nearby Documents' and navigation controls like '1st Search Term', 'Prev', 'Next', 'Send to Tray', 'Save/Email', and 'Print'.

Close all **Tabs** with a **single click**

Save Searches for future access

Green Text document type
Blue Text volume title and document title

View search results & documents using **Split screen view**

Use **arrows** to go to **Next** or **Previous** documents on the results list

Viewing search results & documents

- After performing a search, click on a document title in the search results pane.
- The **preview pane** opens at the bottom of the screen.

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“Collapse All” button

- **Close the Browse Tree** With a single click

“My Favourites”

Keep frequently access titles at the top of your browse tree by storing in my favourites

“Titles” A to Z button

Lists all titles alphabetically in the right hand pane

View the Document Path

for its file path, or context

Research Folders

Save documents in **Research Folders** for future reference.

Create Folders for frequently accessed tools such as calculators or tables

Tabs

Maintain up to eight **tabs**, holding different searches, a browse tree, history, research folders or the document tray

Document Tray

Send documents to the **Document Tray** temporarily for easy printing and saving while you search or browse

Save or Print or Email lists & documents in PDF, text, or MS word format.

History

View recent documents or searches.

Search Options

Use **Search Options** to access **saved searches**

Familiar screen conventions

Icons to maximize the preview pane, open the document in a new window, or close the preview pane.

The screenshot shows the CCH IntelliConnect web application. At the top, there's a search bar with the text "Search all content for" and a "Go" button. Below the search bar is a navigation pane with a "Quick Bar" containing "Browse", "Research Folders", "Pinpoint", and "Tracker News". The "Browse" section is active, showing a tree view of "My Favourites" including "Accounting", "Bankruptcy and Insolvency Law", and "INTRODUCTION". A "Titles A-Z" button is visible. The main content area shows a document preview for "[119-300] Introduction to debt agreements". The document path is displayed as "Bankruptcy and Insolvency Law > Australian Insolvency Management Practice > PART IX DEBT AGREEMENTS > PART IX DEBT AGREEMENTS > [119-500] Introduction to debt agreements". The document text discusses debt agreements introduced in 1996 and refined in 2007. A "Nearby Documents" section lists other related documents. The interface also features a "Document Tray" at the top right with icons for "Send to Tray", "Save/Email", and "Print".

Nearby Documents Icons Use the icons to Go to the **next** or **previous** documents in the browse tree or to “flip the page”