

# TimeBase LawOne Quick Start Guide

## Basic legislation search

Conduct a basic search	2
Popular search operators	6
Key points to remember	7



## Show me how to...

# Conduct a basic search

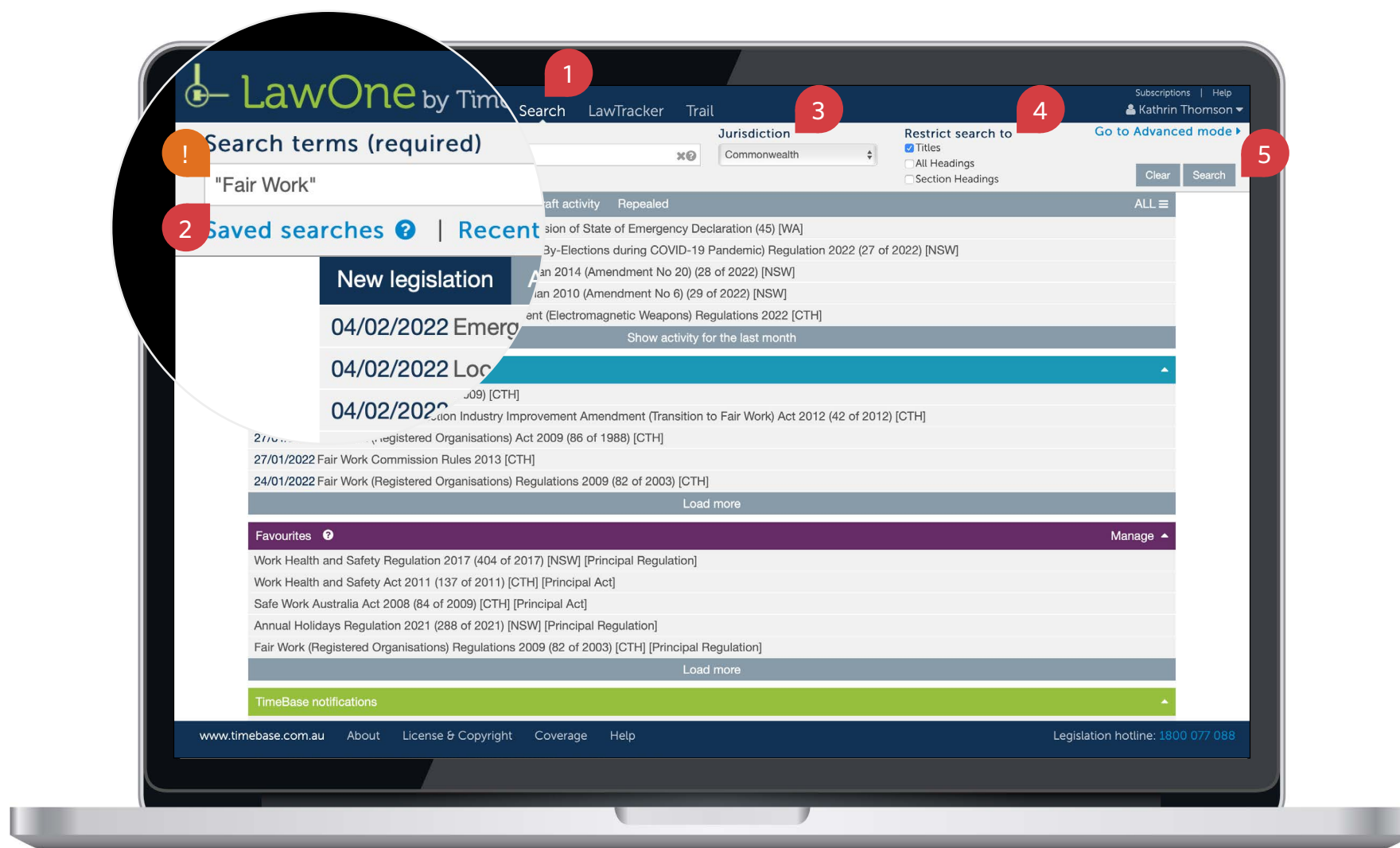
Use the search panel to conduct a basic search, then modify and sort your results to find a legislative title.





## Conduct a basic search

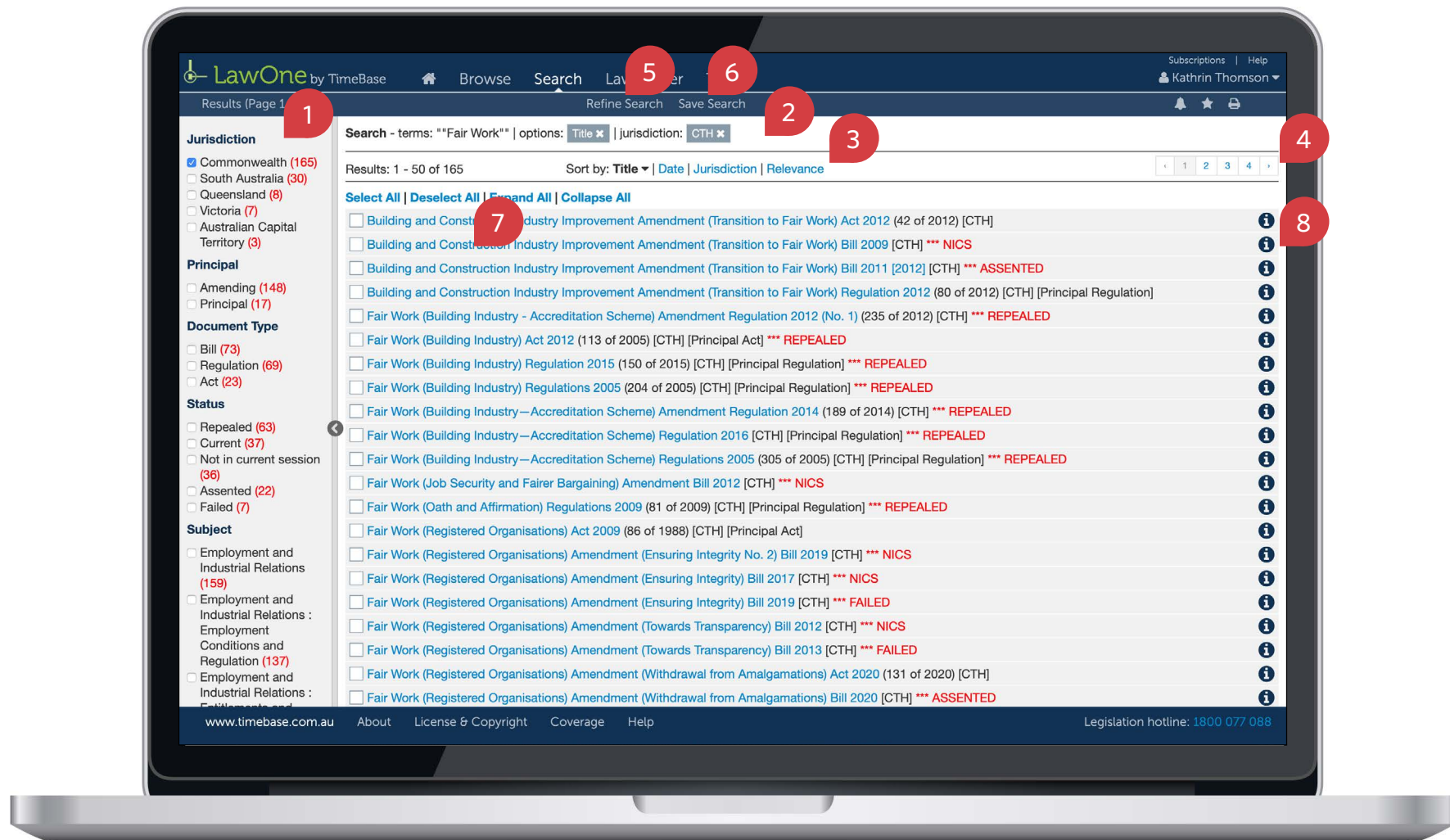
**From any page:** ❶ Click on **search** to open the search panel. ❷ Type your **search terms** into the search field. ❸ Select a **jurisdiction** (optional). ❹ Restrict your search terms to **titles**, **all headings** or **section headings** within a document (optional). ❺ Click the **search** button to load the search results. ⚠ For best results, use **search operators** (such as double quotation marks for an exact phrase). ⚠ All search configurations are **saved** for the duration of your session. →





## Conduct a basic search continued

On the search results page, you can: ① Modify your search results by jurisdiction, principal, document, status, subject and responsible department (where applicable) in the sidebar. ② View/modify your search summary. ③ Sort results. ④ View more results (if available). ⑤ Click **refine search** to open the search panel and modify your search. ⑥ **Save** your search. ⑦ Click on a **title** to view the full text or details. ⑧ Click on the **key info icon** to view core info and quick links. →





## Conduct a basic search continued

Using the key info panel, you can access (where applicable): **1** The full text. **2** The original source. **3** Currency and assent information. **4** Quick links to bills, downloads, tables, responsible government departments, related instruments (including cases and subordinate legislation) and relevant subjects. **!** To load all key info on page, click **view all details**. □

**LawOne by TimeBase** | Browse | Search | LawTracker | Trail

Results (Page 1 of 4) | Refine Search | Save Search

**Search - terms: "Fair Work" | options: Title | jurisdiction:**

Results: 1 - 50 of 165 | Sort by: Title |

**Select All | Deselect All | Expand All | Collapse All**

**Jurisdiction**

- ☒ Commonwealth (165)
- ☐ South Australia (30)
- ☐ Queensland (8)
- ☐ Victoria (7)
- ☐ Australian Capital Territory (3)

**Principal**

- ☐ Amending (148)
- ☐ Principal (17)

**Document Type**

- ☐ Bill (73)
- ☐ Regulation (69)
- ☐ Act (23)

**Status**

- ☐ Repealed (63)
- ☐ Current (37)
- ☐ Not in current session (36)
- ☐ Assented (22)
- ☐ Failed (7)

**Subject**

- ☐ Employment and Industrial Relations (159)
- ☐ Employment and Industrial Relations : Employment Conditions and Regulation (137)
- ☐ Employment and Industrial Relations : Employment Conditions and Regulation (137)

**Key Info - View all details**

**1** Building and Construction Industry Improvement Amendment (Transition to Fair Work) Act 2012

**2** View original source

**3** **Currency:** Current - As made

**4** **Assent:** 15 Apr 2012

**Bill:** Building and Construction Industry Improvement Amendment (Transition to Fair Work) Bill 2011 [2012]

**Downloads:** As Made

**Tables:** Commencement Table

**Bill Downloads:** Bill

**More Downloads:** Explanatory Memorandum, Second Reading Speech

**Government Departments:** Responsible Departments

**Related instruments:** Cases, Subordinate Legislation

**Subjects:** Employment and Industrial Relations, Employment Conditions and Regulation

www.timebase.com.au | About | License & Copyright | Coverage | Help



## Popular search operators

Find	Operator (not case sensitive)	Example	Explanation
This term	Use the term of interest	writ	Finds sections containing the term <i>writ</i> .
This exact phrase	"..."	"assessable income"	Finds sections containing the exact phrase <i>assessable income</i> .
Any of these terms	OR, or,  ,	misleading OR deceptive	Finds sections containing ANY of the terms <i>misleading</i> , or <i>deceptive</i> , or <i>both</i> .
All these terms	AND, and, &, space between words	employee AND entitlements	Finds sections containing BOTH terms <i>employee</i> and <i>entitlements</i> .
Not excludes unwanted terms	NOT, not, !	custody NOT child	Finds sections containing the term <i>custody</i> that DO NOT include the term <i>child</i> .
Match a single character	?	licen?e	Finds sections containing the terms <i>licence</i> and <i>license</i> .
Match multiple characters	*	neglig*	Finds sections containing variations of the term that starts with <i>neglig</i> such as <i>negligent</i> , <i>negligence</i> , <i>negligently</i> , <i>negligible</i> .
Terms within n characters	/n	breach /20 contract	Finds sections containing the term <i>breach</i> within 20 characters of the term <i>contract</i> .



## Key points to remember

- ▶ Use **search operators** (such as double quotation marks for an exact phrase).
- ▶ All search configurations are **saved** for the duration of your session.
- ▶ Use the **key info icon** to access core information and quick links.

## Need further help or technical support?

- > **Talk to a TimeBase team member on 1800 077 088 (Mon–Fri, 8am–4:30pm)**
- > **Email your questions to [service@timebase.com.au](mailto:service@timebase.com.au)**
- > **Access the full range of quick start guides at [timebase.com.au](https://timebase.com.au)**

### **TimeBase Pty Ltd**

PO Box A2634, Sydney South, NSW 1235 Australia

**E** [service@timebase.com.au](mailto:service@timebase.com.au)

**T** +612 9262 3557 or 1800 077 088

**[timebase.com.au](https://timebase.com.au)**

© TimeBase Pty Ltd 2022 | ABN 66 064 360 658 | TimeBase is owned and operated by **FiscalNote, Inc.**

Document last updated: February 2022

