

TimeBase LawOne Quick Start Guide

Browsing legislation

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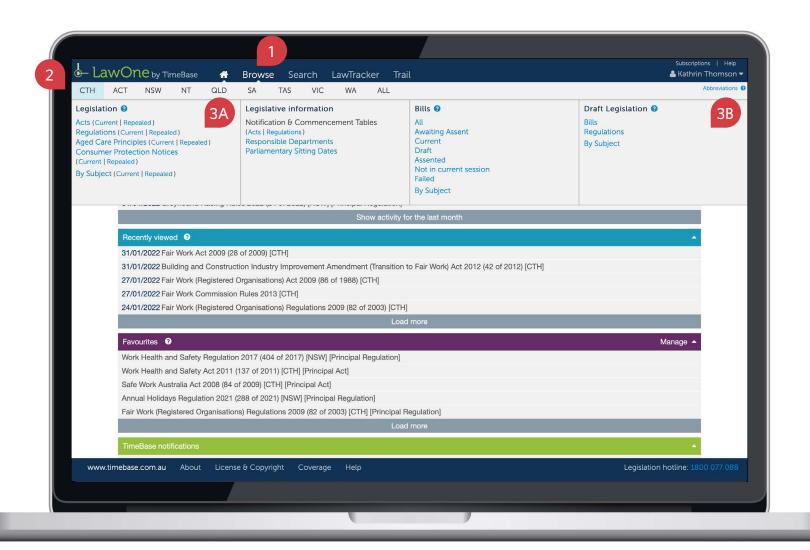
Show me how to...

Browse legislation and bills

Use the browse panel to browse acts, regulations, aged care principals, consumer protection notices, bills and draft legislation by currency, status and subject.

Browse legislation and bills

From any page: ① Click on browse to open the browse panel. ② Select a jurisdiction (including all). ③ Click on an option in the — ③ Legislation menu OR ③ Draft legislation menu. The browse results page will load. ① If you opt to browse by subject, the browse results page will load with the subject sidebar and filters expanded. →



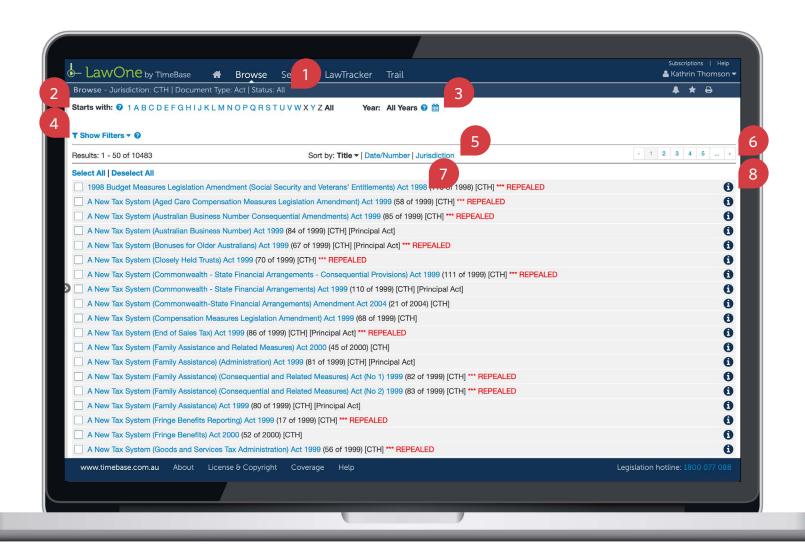


BROWSING LEGISLATION

Browse legislation and bills

continued

On the browse results page, you can: 1 Refer to the browse summary. 2 Narrow your results by selecting the first letters of the title. 3 Narrow your results by year range. 4 Narrow your results using filters. 5 Sort your results. 6 View more results (if available). 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 for a title. →



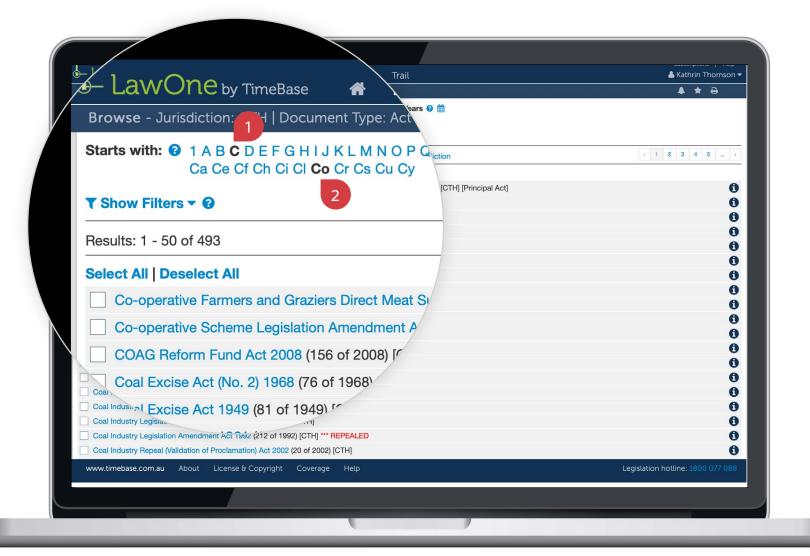


BROWSING LEGISLATION

Browse legislation and bills

continued

To use the alphabet selector: ① Click on the **first letter** of the title you seek. A secondary menu will appear offering available combinations of the **first two letters**. ② Click on a **combination** to narrow your results (optional). The results will dynamically change with each selection. →



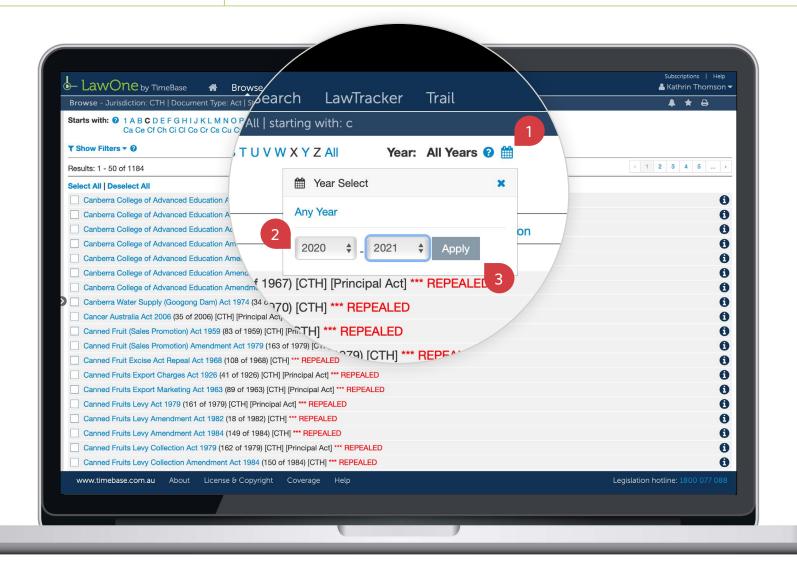


BROWSING LEGISLATION

Browse legislation and bills

continued

To use the year range selector: 1 Click on the calendar icon. 2 Select an available year (in both drop down menus). 3 Click apply to update your results. →



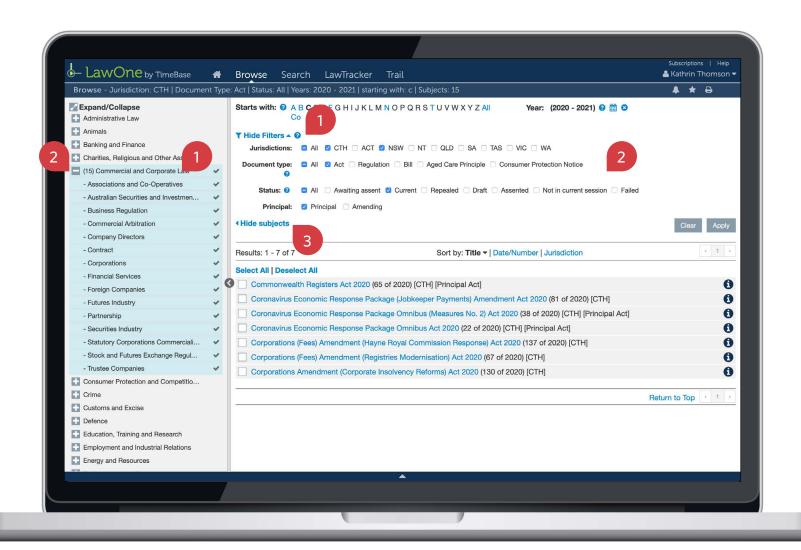


BROWSING LEGISLATION

Browse legislation and bills

continued

To use the filters (including subjects): ① Click show filters. ② Make your selections from the jurisdiction, document type, status and principal options. ③ Click show subjects. This will expand the sidebar. ④ Toggle a subject area to view the subjects within. ⑤ Click on a subject area to select all subjects or click on an individual subject. ⑥ Click apply to update your browse results. →



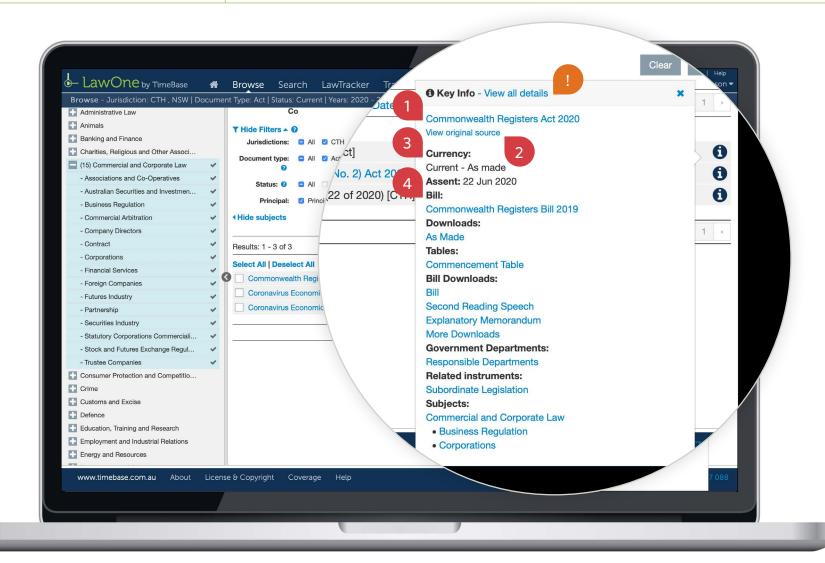


BROWSING LEGISLATION

Browse legislation and bills

continued

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





Show me how to...

Browse legislation and bills by subject

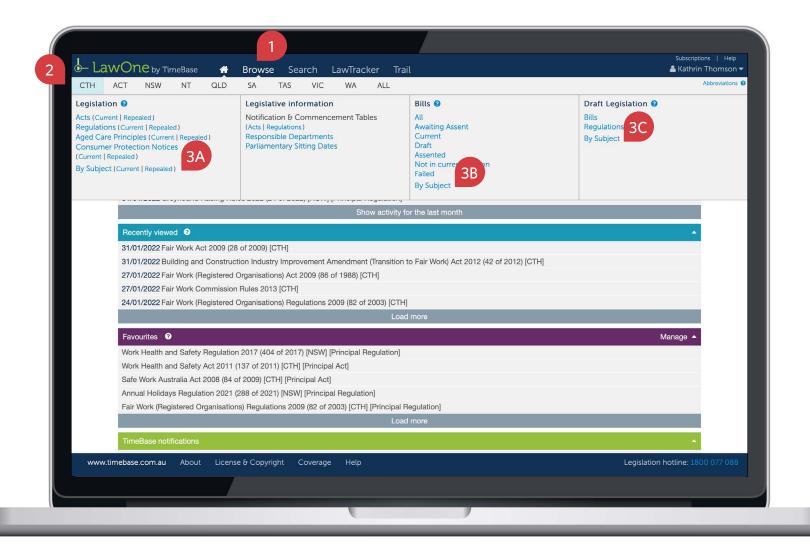
Use the browse panel to browse legislation, bills and draft legislation by subject.



BROWSING LEGISLATION

Browse legislation and bills by subject

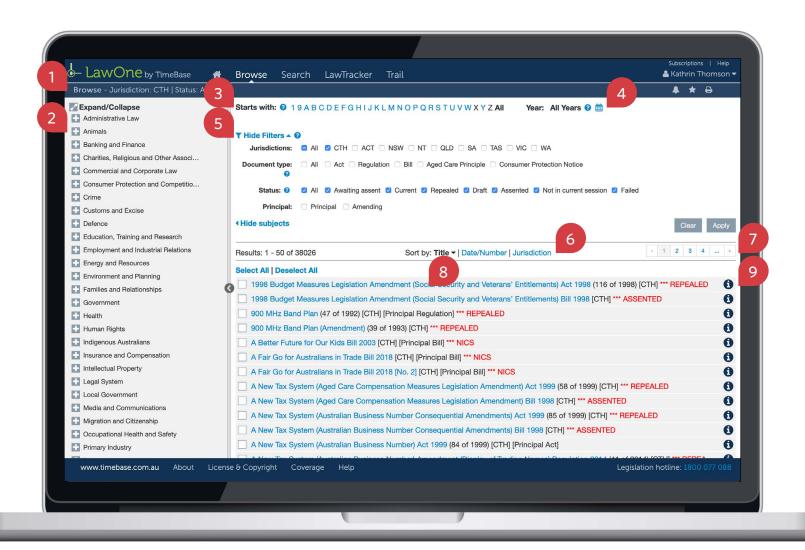
From any page: 1 Click on browse to open the browse panel. 2 Select a jurisdiction (including all). 3 Click on by subject in the − 3 Legislation menu OR 5 Bills menu OR 5 Draft legislation menu. →



BROWSING LEGISLATION

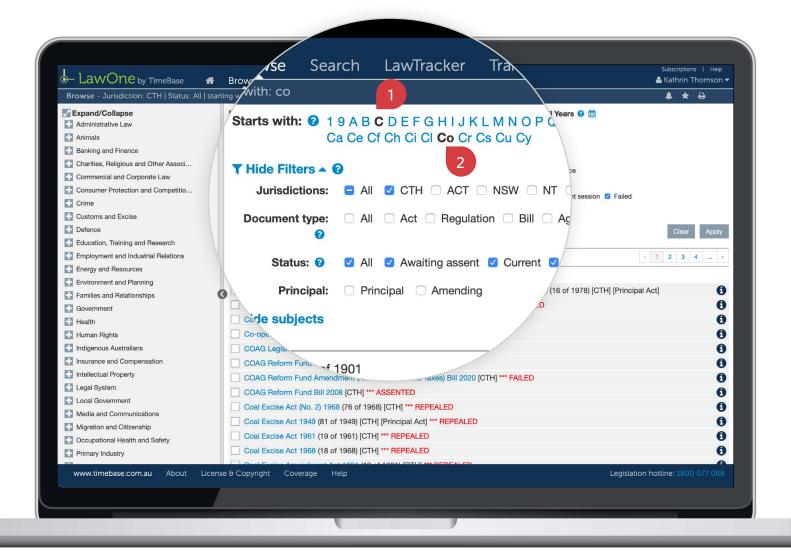
Browse legislation and bills by subject continued

On the browse results page, you can: 1 Refer to the browse summary. 2 Select subject areas or subjects to browse. 3 Narrow your results by selecting the first letters of the title. 4 Narrow your results by year range. 5 Narrow your results using filters. 6 Sort your results. 7 View more results (if available). 8 Click on a title to view the full text or details. 9 Click on the key info icon to view core info and quick links for a title. →



Browse legislation and bills by subject continued

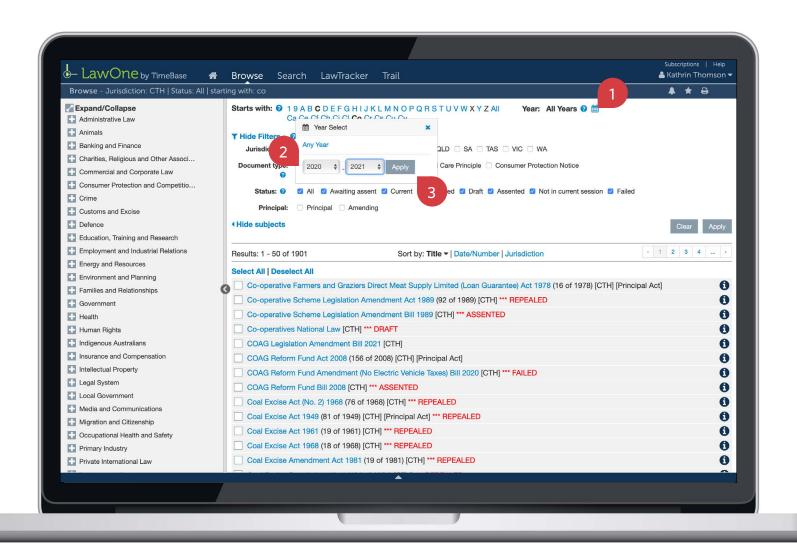
To use the alphabet selector: ① Click on the first letter of the title you seek. A secondary menu will appear offering available combinations of the first two letters. ② Click on a combination to narrow your results (optional). The results will dynamically change with each selection. →



BROWSING LEGISLATION

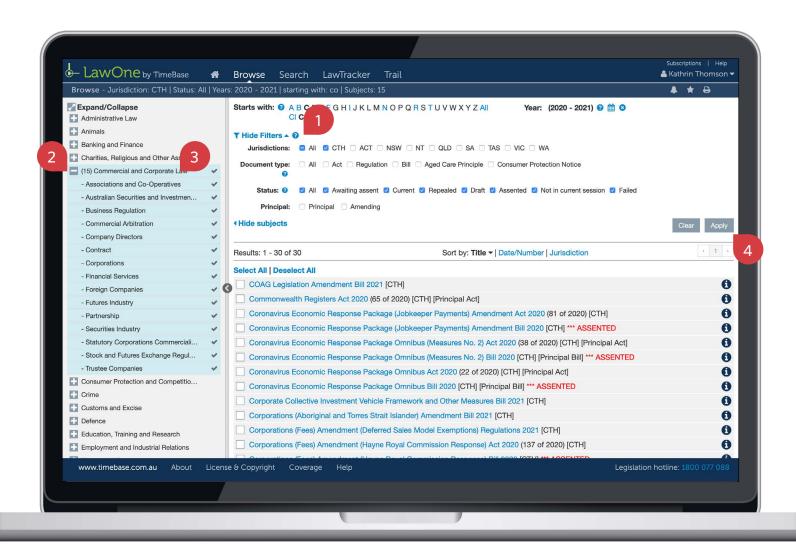
Browse legislation and bills by subject continued

To use the year range selector: ① Click on the **calendar icon**. ② Select an available **year** in both drop down menus. ③ Click **apply** to update your results. →



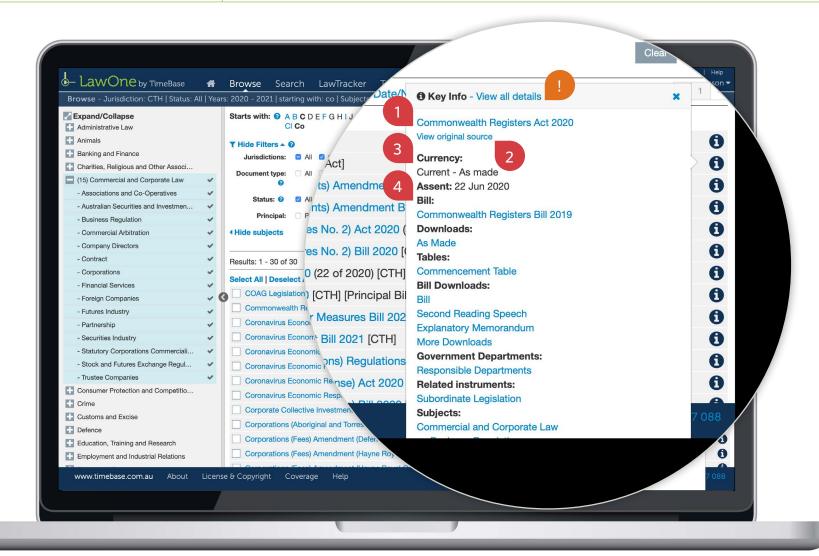
Browse legislation and bills by subject continued

To use the filters (including subjects): ① Make your selections from the jurisdiction, document type, status and principal options. ② Toggle a subject area to view the subjects within. ⑤ Click on a subject area to select all subjects OR click on an individual subject. ⑥ Click apply to update your browse results. →



Browse legislation and bills by subject continued

Using the key info panel, you can access (where applicable): ① The full text or details.
② The original government 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. ① To load all key info on page, click view all details. □



Show me how to...

Browse legislative information

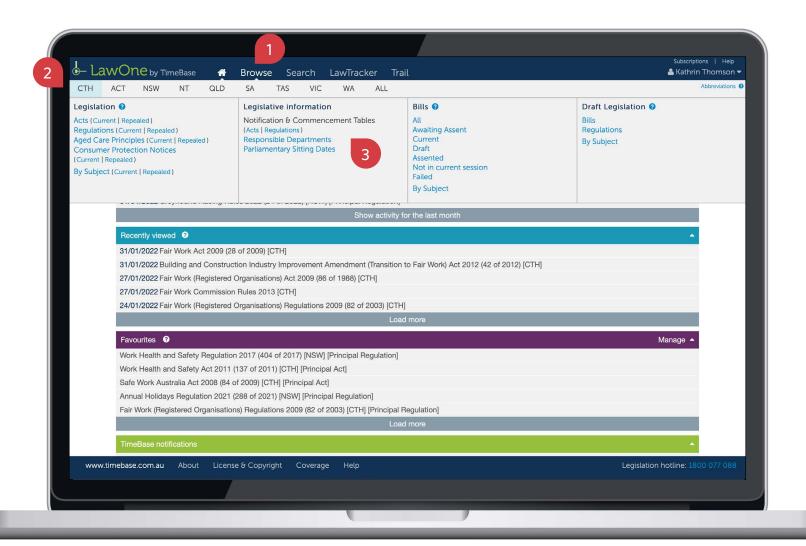
Use the browse panel to browse notification and commencement tables, responsible departments and parliamentary sitting dates.



BROWSING LEGISLATION

Browse legislative information

From any page: 1 Click on browse to open the browse panel. 2 Select a jurisdiction (including all). 3 Click on an item from the legislation information menu to browse, including notification and commencement tables for acts or regulations, responsible departments and parliamentary sitting dates. →



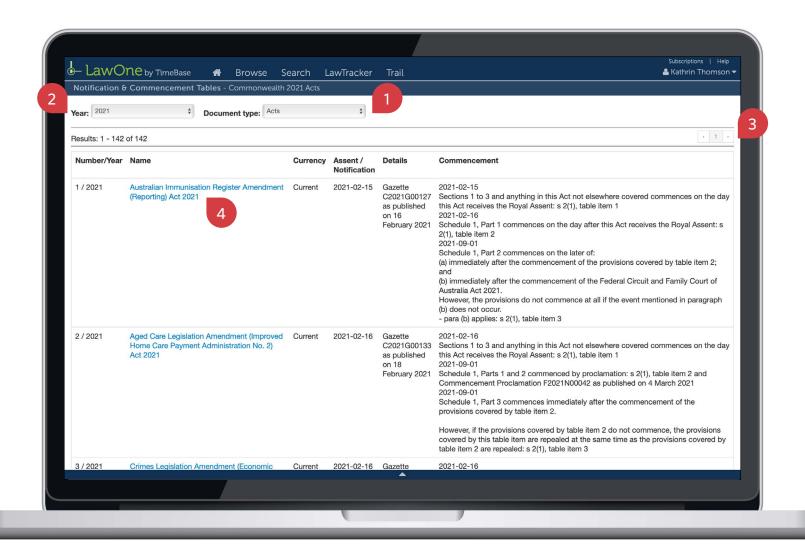


BROWSING LEGISLATION

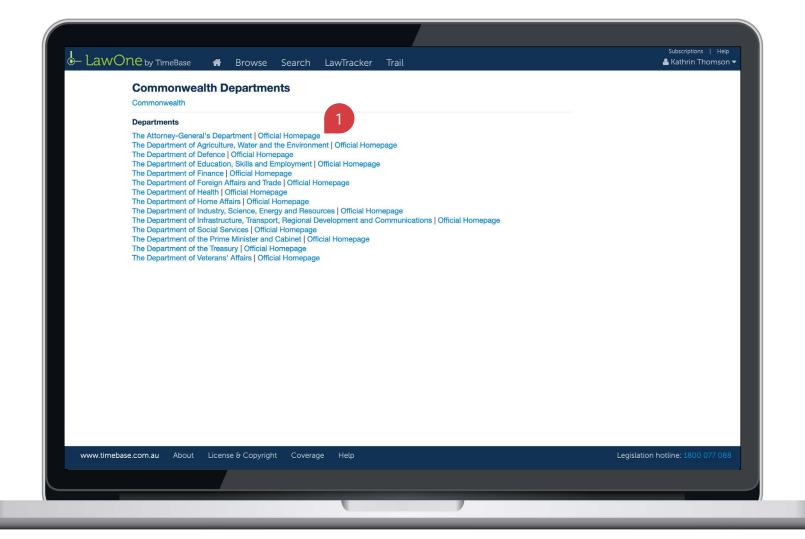
Browse legislative information

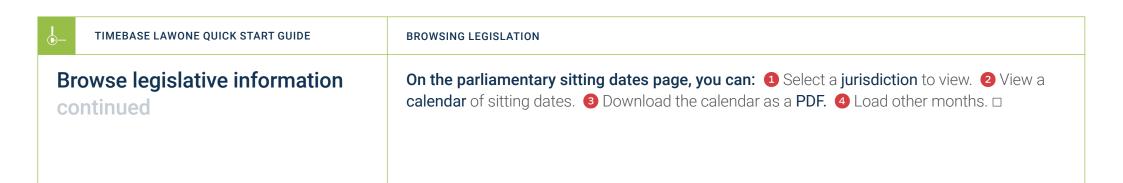
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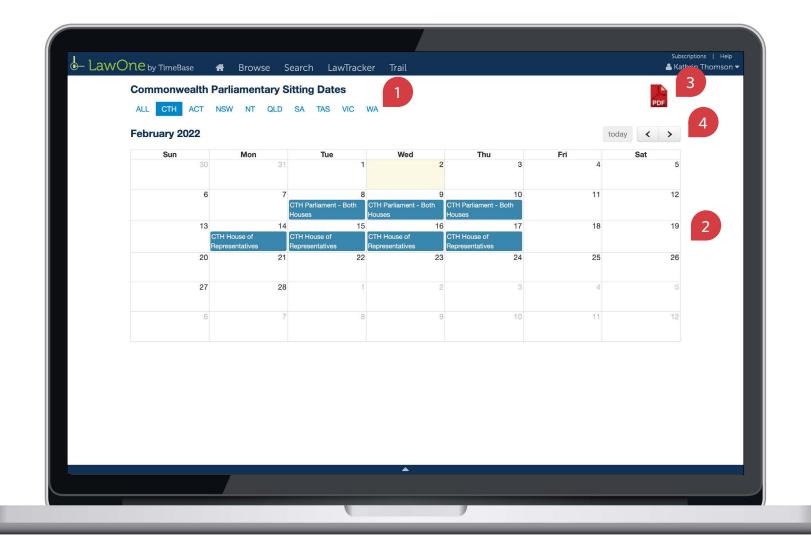
On the notifications and commencement tables page, you can: ① Select a year to browse. ② Select a document type to browse. ③ View more results (if available). ④ Click on a title to view the full text. →











Key points to remember

- ▶ Use **filters and subjects** to dramatically refine your browse results.
- ▶ Use the **key info icon** to access core information and quick links.
- ▶ Look for **help icons** to access useful tips and instructions.

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
- > Access the full range of quick start guides at timebase.com.au

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