Tim's Tricks

10 Quick Tips for Using HEINONLINE

1. Proximity Searching

Use proximity searching in any HeinOnline library to find specific words you wish to find in a given proximity to one another. Proximity Searching is not a phrase search, or a search for a specific word, but a search for a group of words. For example, using the advanced search in the Federal Register Library, our search will look like this:

text:"federal railroad administration appendix d"~10

Keyterms we are looking for   Find words in quotes within 10 words of one another

This search will bring back documents that contain all the above keyterms found within 10 words of one another. The keyterms will not be in any order.

2. Printing Pages Not Image-Based

Printer Friendly | Select Library | Help | Feedback | Log Out |

From any collection in HeinOnline, if you want to print pages that are not image-based, for example search results or table of contents, simply click the "Printer Friendly" option found in the right-hand corner of the screen. Clicking this will alter the screen, making the left-hand column go away, creating a nicely formatted page for you to print out. Then select print from your browser menu.

3. Search within a Specific Day of the Federal Register

Using HeinOnline's Federal Register Library, if you know a change was made on a specific day but don't know within that day where the change would have fallen, you can conduct a search on a specific day. Using the advanced search box, our search would look like this:

coverage:"March 4, 1975" AND text:"federal railroad administration" AND text:"appendix d"

Coverage field will search for specific date.   Simple phrase search to find two phrases in the text

This search will return results in the Federal Register from March 4, 1975 that have both "federal railroad administration" and "appendix d" in the text.

4. Permalink Button

If you want to send a link to a specific page HeinOnline, use the Permalink Button found in every collection in HeinOnline. This button will reveal a box with a link to that specific page in HeinOnline. Simply copy and paste that link to reveal a link specific to that page.

5. Maintain Place in Volume While Browsing at Volume Level

When browsing a HeinOnline Collection, if a title has a lot of volumes, right click the title and open it in a new tab or window(1). This will display all the volumes for that title.

Now if you select a volume(2) and view a page from the volume(3) and want to go back to the listing, you will be taken back to the exact place in the volume listing(4). Whereas if you were to do this without opening the title in a new tab/window you would be taken back to volume 1, rather than the volume you were looking at.

new tab
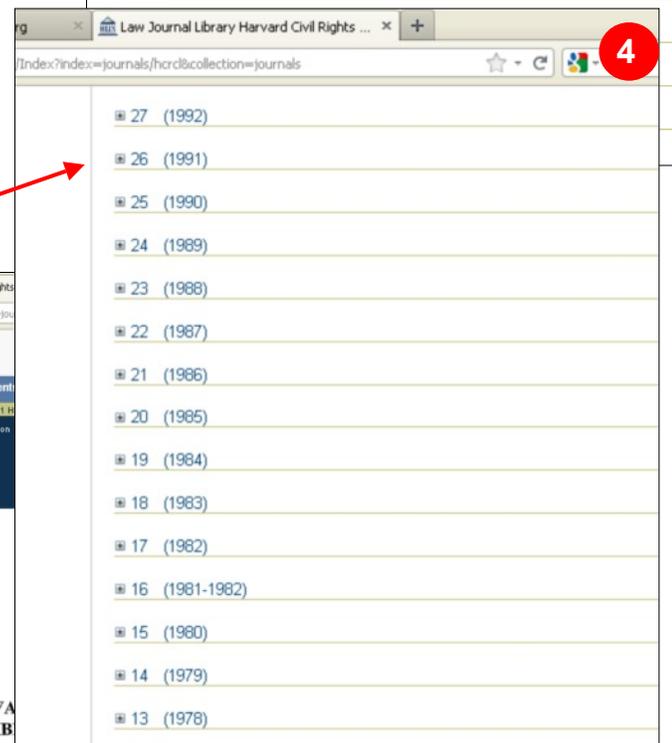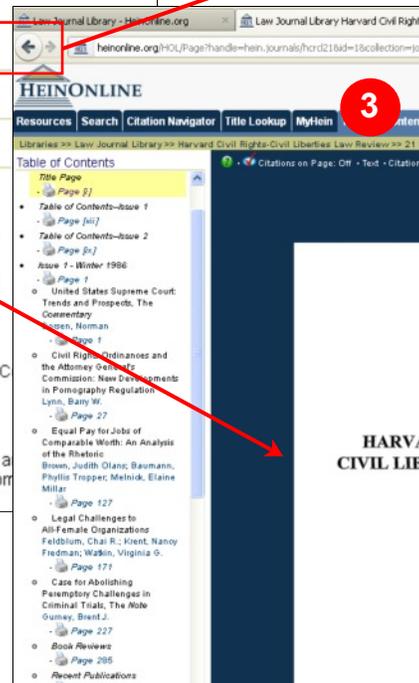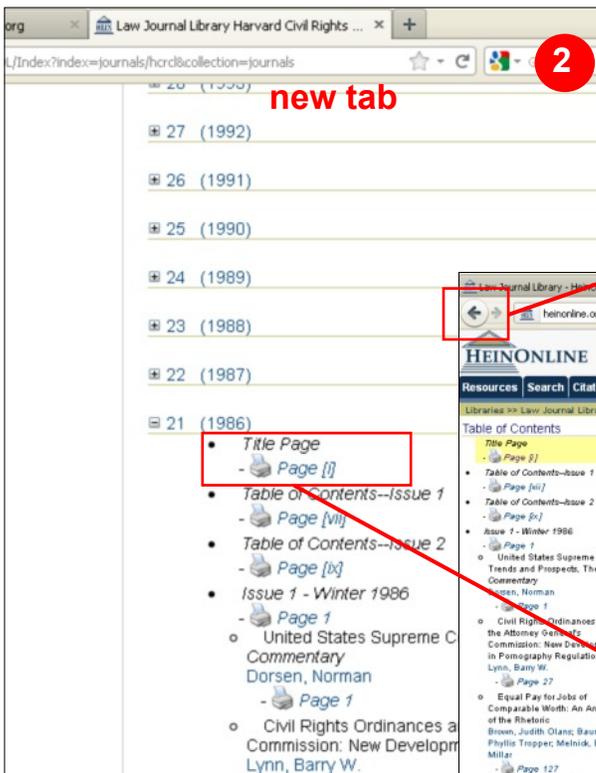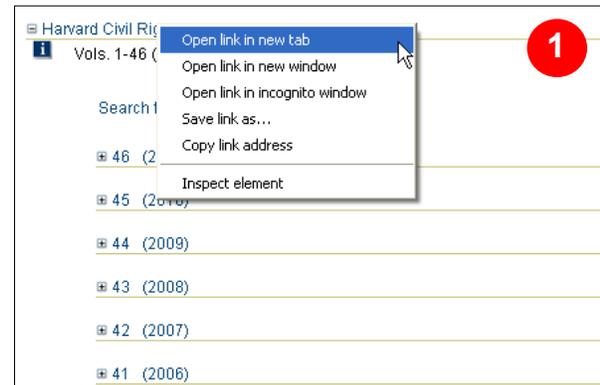
6. Search for a Treaty using just the DATE

Using HeinOnline's Treaties and Agreements Library, you can search for a Treaty by the date if you do not have a complete set of information for the Treaty. The best way to do a search by date is to select "**Treaty MetaData Search**" from your search options. Then select the type of date from the dropdown menu, and enter the date in the following format: **YYYY-MM-DD**. Always use this format when searching for a specific treaty date.

7. Find Supreme Court Cases on a Specific Topic

From HeinOnline's US Supreme Court Library, you can select "Legal Information Institute Indexing" from the Resources tab to view indexing information provided by Topic and Author for cases from 1990 to present and also for over 600 of the Court's most important decisions from the founding of the court to present. Click "Browse by Topic" to view a list of all the topics we have for the cases. You will then be able to click on a topic to view a list of cases we have in HeinOnline for that topic.

8. Use Public Law Number to Quickly Pull up Public Law

The citation navigator found in the US Statutes at Large let's you quickly enter a Public Law number, and jump to the public law you are searching for. If the Public Law you are searching for is from after the 57th Congress, simply enter the public law number to pull up the public law.

9. Cumulative Contents in US Federal Legislative History Library

Legislative Histories found in HeinOnline's US Federal Legislative History Library are comprised of a number of documents ranging from one or two to hundreds, which can be overwhelming to browse through. When you click on the publication title of a legislative history, we will give you the option to view Cumulative Contents, which will display the electronic table of contents for each volume in that legislative history, which will allow you to browse and scroll through all the documents in the volumes of the legislative history.

10. Print the Electronic Table of Contents

To print the electronic table of contents for the volume you are viewing in any collection in HeinOnline, click on the "volume detail" link that is displayed in the navigation trail.
This will display the electronic table of contents in the primary viewing window. From here, click on "printer friendly" in the upper right hand corner of the screen to make the screen suitable for printing, then choose the print option from your browser menu.

Contact HeinOnline Support!

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