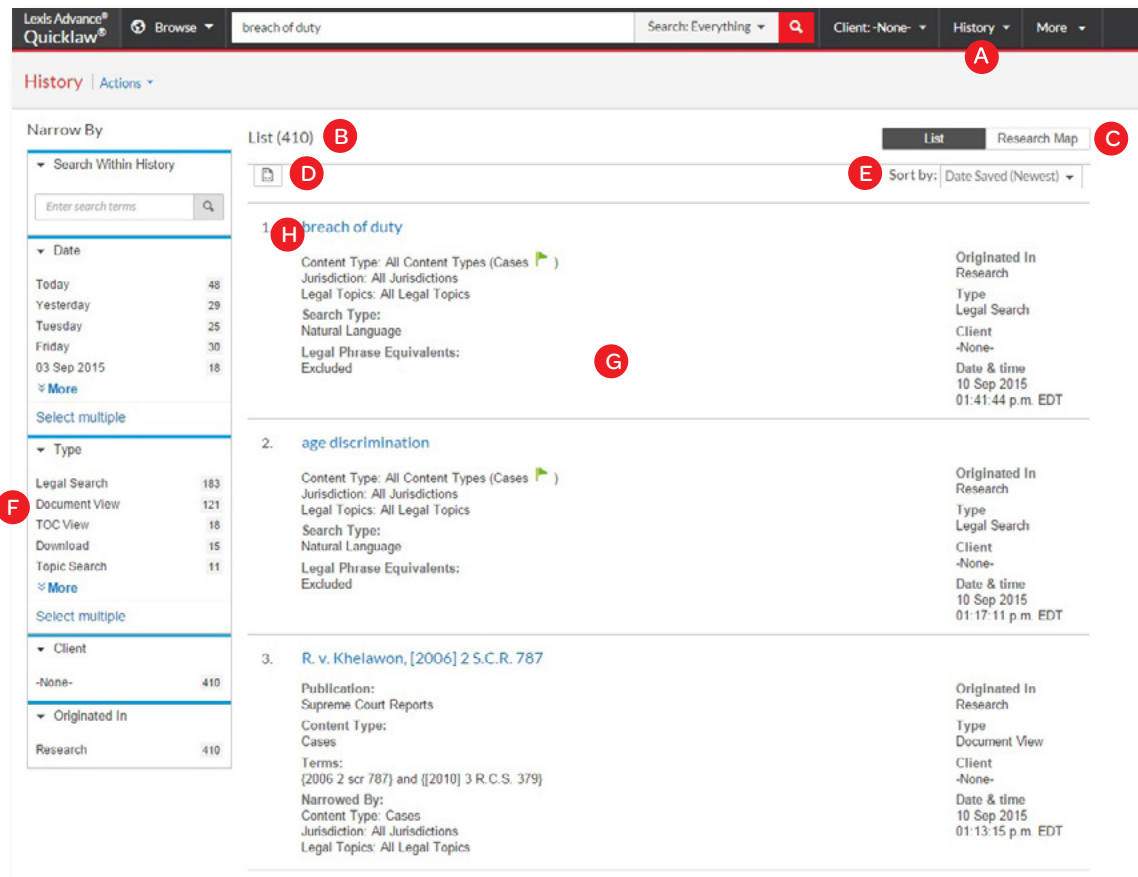


History: View Searches And Much More In The List View



View your entire search history from the past 90 days. You can open documents by type, such as QuickCITE records, or view all documents delivered (and even quickly resend them). You can also view your search history in a List view or as a graphical research map. Pick up interrupted research easily by going to your Research History/Research Map, and go back to your Search History to save useful searches to your Folders.

- A** Return to a past search easily. Select from the five most recent searches or documents from the History pod on the landing page, or click History in the black header. Link to your complete History list by selecting View all history.
- B** The List view is the default view.
- C** View your search history in a graphical map by clicking Research Map.
- D** Print your history or access. Get a printer-friendly list of searches.
- E** Sort your history by date (oldest or newest first), client number (highest or lowest first), type or search title (alphabetical or reverse alpha order).
- F** Filter history to display by date or date range, client or task type. Only dates with research are included. When you select how you would like to refine your search, the filter displays in blue under Narrow by. To remove the filter, simply click the X in the blue box.
- G** See extensive search details up front, such as content categories, search type and more.
- H** Return to your search by clicking the search title.