

Tips for State and Local Tax IntelliConnect Users

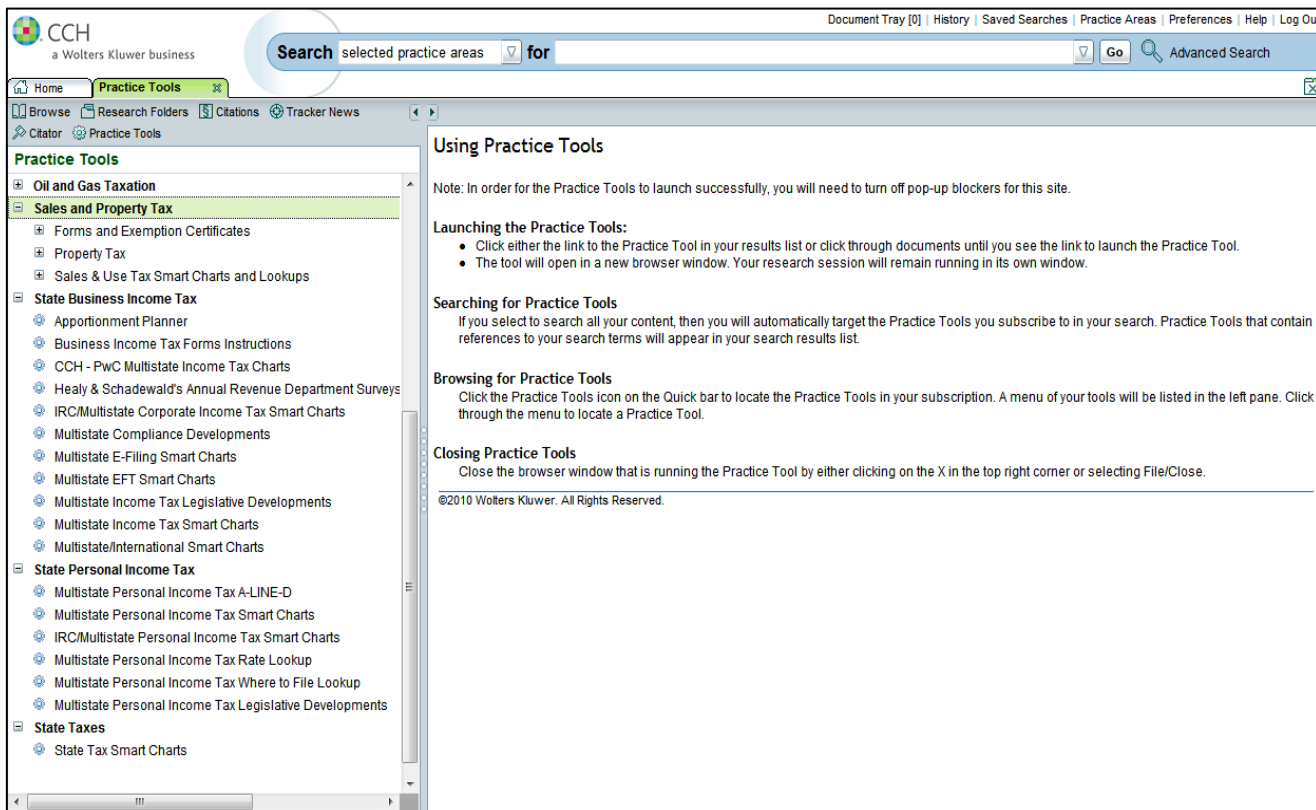
When you are researching for Sales and Use Tax (or Business Income Tax), whether across single or multiple states, the best practice is the same.

Using Smart Charts™

A great way to start your research is with Multistate Smart Charts. Within Multistate Smart Charts, you can link to the primary and secondary sources for more clarification, as well as add filters for more refined results.

To Find Smart Charts

- Click on the Practice Tools link on the Quick Bar.
- You can find Multistate Smart Charts within the Sales and Property Tax, State Business Income Tax, State Personal Income Tax, and State Taxes expandable headings in the left pane.



Using Practice Tools

Note: In order for the Practice Tools to launch successfully, you will need to turn off pop-up blockers for this site.

Launching the Practice Tools:

- Click either the link to the Practice Tool in your results list or click through documents until you see the link to launch the Practice Tool.
- The tool will open in a new browser window. Your research session will remain running in its own window.

Searching for Practice Tools

If you select to search all your content, then you will automatically target the Practice Tools you subscribe to in your search. Practice Tools that contain references to your search terms will appear in your search results list.

Browsing for Practice Tools

Click the Practice Tools icon on the Quick bar to locate the Practice Tools in your subscription. A menu of your tools will be listed in the left pane. Click through the menu to locate a Practice Tool.

Closing Practice Tools

Close the browser window that is running the Practice Tool by either clicking on the X in the top right corner or selecting File/Close.

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