

Customizing Practice Areas

Your IntelliConnect subscription gives you access to business-specific content areas called Practice Areas. Practice Areas are the main content areas (or libraries) within your subscription, from which you can browse for content or perform searches.

In addition to browsing and searching all of the content within the Practice Areas included within your subscription, you can create customized Practice Areas profiles that contain only specific areas of user-selected content. In other words, you can create a Practice Areas profile that contains only Federal Tax content, give it a unique name, and then quickly select it from the "Search/Browse" drop-down menu.

Not only do these custom Practice Areas profile settings allow you to target very specific content with your searches, it also updates the content displayed on the Browse tree based on the content you included in the selected Practice Areas profile. Basically, you have the ability to hide or reveal content (i.e. Practice Areas) in your subscription using custom Practice Areas profile settings as necessary for your research needs.

You can create up to 20 custom Practice Areas profiles that are viewable on the "Search/Browse" drop-down menu.

Managing your Practice Areas profiles

To create a Practice Areas profile:

- Click the Practice Areas link located on the Navigation Bar (or the "Practice Areas" link located above the Browse tree).

The "Practice Area Setup" dialog box is displayed.

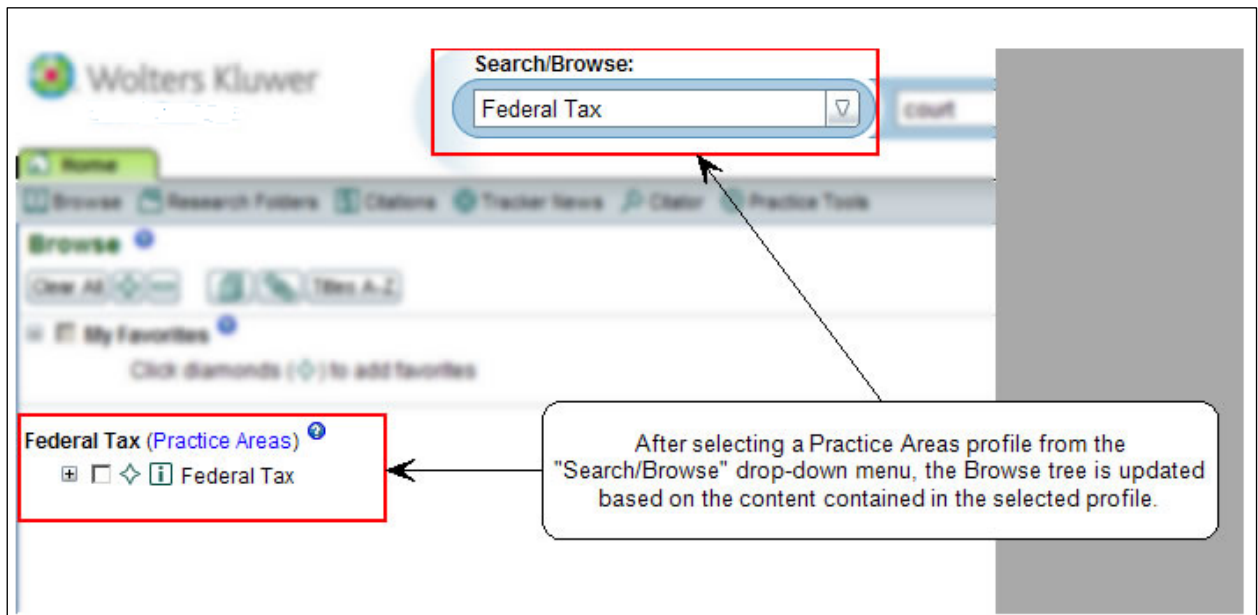
- Click the **Create New** button.
- Type a name for the new Practice Areas profile in the "Practice Area Name" field.
- Click in the radio button next to Show in drop down or Do not show depending if you want the profile to be displayed on the "Search/Browse" drop-down menu.
- Click in the checkboxes next to the Practice Areas content you want included in the profile.
- Click the Save button to save the profile and leave the "Practice Area Setup" dialog box open.

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- Or -
- Click the Save & Close button to save the profile and close the "Practice Area Setup" dialog box.

Searching selected Practice Areas

After creating one or more customized Practice Areas profiles, click the "Search/Browse" drop-down menu and select a Practice Areas profile from the list of available profiles.



- Type your search term(s) in the "Search Expression" field and click **Go**.

Your search results are displayed on a new tab in the "Search Results" pane, and the results include documents from the Practice Areas included in the selected Practice Areas profile that include your search terms.