## **Technical Support**

Our Technical Support staff is available to assist you from 8:00 am to 5:00 pm EST. If you can't find the answer to your question in the materials provided here, call us at 1-800-445-5588 and ask to speak with our Technical Support staff or send us an email at techsupport@amlegal.com.

Please keep in mind that American Legal Publishing Corporation is a legal publishing company. The purpose of our technical support staff is to answer questions related to the operation of our web site. We are not permitted to perform research or answer questions dealing with the content of a particular municipality's code. If you have questions about a code's content, please contact the appropriate municipality directly for that information.

Browser Requirements

# **Browser Requirements**

Keep in mind that different browsers may interpret and display web sites in slightly different ways and in some cases, this may result in aesthetic or functional differences when viewing or using the web site.

The mobile display of this website automatically determines the device that is being used to access the online material and displays accordingly.

• Frequently Asked Questions

How do I navigate in an online code?

# How do I navigate in an online code?

To navigate through the online code, use the Next Doc or Prev Doc icons. Additionally, the Contents can auto-syncs to your location in the code.

Note: On smartphones, due to space constraints, these icons may appear without words.

How do I search?

### How do I search?

Click the SEARCH icon at the top of the screen. There are three options for performing searches:

Simple Search Boolean Search Advanced Search

- Simple Search is for single word searches, such as names, section numbers, etc.
- **Boolean Search** should be used in conjunction with Boolean searching syntax.
- Advanced Search easily searches for exact phrases, synonyms, and more.

### How do I navigate in a selected result?

# How do I navigate in a selected result?

To navigate inside a chosen search result, use the Next Match or Prev Match icons. Note: On smartphones, due to space constraints, these icons may appear without words.

#### How do I start a new search?

### How do I start a new search?

To start a new search, click CLEAR SEARCH on the Results list. Choose the SEARCH icon at the top of the screen and input the search word or phrase you wish to look for. *Note: When viewing the site on a tablet, the START OVER icon will automatically clear any active searches.* 

### How do I save a search?

## How do I save a search?

Active searches can be saved using the Save Search feature located at the bottom of the Results list. Saved searches will appear in a drop down menu located on the main toolbar at the top of the screen.

### **How do I print?**

# How do I print?

**Print a chapter or section** using the Print icon on the website. This option will display a series of boxes that can be checked to ensure you print only the material you want. *Note: This option may not be available for all smartphones or tablets.* 

#### **How do I save material?**

## How do I save material?

Documents can be saved in HTML, RTF, Text, *EPub*, *Mobi or PDF*. Simply click the Save icon and use the boxes to select the material you wish to save. *Note: This option may not be available for all smartphones or tablets*.

### How do I email material?

## How do I email material?

Use the EMAIL icon at the top of the screen. A pre-generated email template will appear and provide a link to the chapter or section of the code you are viewing. *Note: This option may not be available for all smartphones or tablets.* 

### How do I bookmark material?

## How do I bookmark material?

You can set a bookmark or obtain a URL for a code whenever you see this symbol . Simply click the bookmark icon to save your location. Bookmarks are saved under the Bookmark icon appearing at the top of the screen. *Note: Due to operating system differences, some smartphones or tablets may not be able to retain listings under the Bookmark icon.* 

### **How do I return to the Code Library?**

# How do I return to the Code Library?

To return to the main Code Library, click the Library icon at the top of the screen. Click the American Legal Publishing logo to return to the main website.

Troubleshooting Tips

# **Troubleshooting Tips**

- If searching PDF documents hosted on this website, it is best to use Internet Explorer or Google Chrome at this time. Search functionality associated with these documents allows for automatic hit highlighting of search terms within a resultant document. This functionality is not yet operational under Firefox or Safari browsers.
- If using Google Chrome, please adjust your settings as follows to allow for the hit highlighting to be optimized. This setting change should only need to be done one time: <insert instructions here>