

QUICK REFERENCE GUIDE

Starting the Program

- 1 Click the **Start** button, located in the lower-left corner of your Windows® desktop.
- 2 Point to **Programs** followed by **LexisNexis™ CD on Folio 4**.
- 3 On the **LexisNexis™ CD on Folio 4** menu, click **LexisNexis CD on Folio 4**.

The *LexisNexis CD* application launches to display the Content Selector, from which you may open the desired publication(s) and start working in the application.

Tip: If you chose to place an icon on your desktop during the installation process, you can also start the *LexisNexis CD* application by double-clicking the icon.

Opening Publications

- ▶ **To open a publication upon first launching the program**

- 1 In the Content Selector, click the drop-down arrow beside the **Library** field and choose the library containing the publication(s) that you want to open.
- 2 Select one or more publications by clicking the check box beside the listing for each publication that you want to open.

Tip: Content Selector provides several means of helping you find and select publications. See the Online Help or User's Guide for details.

- 3 Click the **Open** button.
- 4 In the Terms and Conditions dialog box, click **Proceed**.

Main Window, All View

Hit-navigation aids Online links Reference links

Menu bar

Main toolbar

Contents pane

Query results in table of contents

Reference pane

Document pane

Hit highlighting in publication content

Hit List pane

Record entry in hit list

Hit entry in hit list

View tabs

Status bar