



## HeinOnline – quick guide

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QG LAW010 [https://www.abdn.ac.uk/library/documents/guides/qglaw010.pdf]

**HeinOnline** provides access to the full text of a range of legal resources. It is a particularly useful source of older journal articles, old English cases, U.S. and other international materials and materials on Scottish Legal History. It comprises several **collections** (occasionally referred to as **libraries**), including:

- **Law Journal Library** contains more than 2,800 law and law-related periodicals. Contents include book reviews, articles and essays in various subjects: criminal justice, political science, human rights, technology and more.
- **English Reports** offers access to more than 120,000 cases. It delivers exact copy images of original bound reprint editions between the years 1220 and 1867.
- **European Centre for Minority Issues (ECMI)**: provides practice-oriented research containing several publications of the ECMI, including ECMI Reports and Working Papers.
- **Federal Register Library** contains the US Federal Register (the official journal of the federal government of the US), as well as the Code of Federal Regulations, Official US Bulletin, United States Government Manual and other titles. It is updated daily.
- **Foreign & International Law Resources Database** includes international yearbooks and periodicals, international tribunal or judicial decisions including the Hague Permanent Court of International Justice series.
- **Legal Classics** contains more than 16,000 titles from some of the greatest legal scholars in history including Jeremy Bentham, William Blackstone, Frederick Pollock, Benjamin N. Cardozo.
- **Scottish Legal History** includes the Stair Society Main (Annual) Series from 1936 onwards.
- **Selden Society Publications and the History of Early English Law** provides access to old English manuscripts, yearbooks and access to English and American legal history.
- **U.S. Supreme Court Library** offers complete coverage of official U.S. Reports bound volumes, as well as preliminary prints, books and periodicals related to the U.S. Supreme Court.
- **U.S. Treaties and Agreements Library** contains treaties and agreements to which the US is a party, whether they are currently in force, expired or not yet officially published.
- **World Constitutions Illustrated** includes the current constitution for every country in its original language format and in English translation, as well as substantial constitutional histories for countries.


## Accessing the database

Click on the **Find Databases** tab on [Primo](#) and enter *HeinOnline* in the search box. Click on the title to link out to the database. Use the **Off-Campus/Remote Access** box on the HeinOnline login page and add your institution, **University of Aberdeen** in the search box. Finally, login with your university username and password. For more information about Shibboleth access from off-campus, please follow the link [here](#).

## Moving from one collection to another

Once connected to HeinOnline, the opening page will display all the collections by **Category** and **Name** to which we currently subscribe. Select a collection from this page by clicking directly on its name, e.g. **Law Journal Library**.

From this page, there are two options to move to another collection:

1. Click on the icon  in the top left corner of the screen.
2. Or select **Databases** from the breadcrumb navigation trail to return to the HeinOnline opening page for access to all available collections (as image shows here).

## Searching and browsing HeinOnline



Once you have opened a library collection, the screen will display all options for searching and browsing.

These options and features will vary according to the content of the collection you are in.


The main search bar which is available on all pages has four options under separate tabs:

- **Full Text** gives you the option to perform either a quick or an advanced search in the given library.
- **Citation** allows quick access where an official citation is known. **NB** Not all collections have the same citation navigator options and/or features, nor is this feature available for all collections/libraries.
- **Catalog** searches across all the collections without having to navigate to a specific library.
- **Case Law** is a legal research service which allows HeinOnline to quickly retrieve case law.

## Browsing

Open the collection you want to **browse**, e.g. **Law Journal Library**. In this library, an alphabetical list of journal titles is available, along with details of coverage for each title. On the top of the screen, you have the option to browse by **All Titles**, **State (U.S.)**, **Country**, **Subject**, **Edit Type**, **Most-Cited** and **Author Profiles**. (See the screenshot above.)

Click on a journal title to display a list of volume numbers along with their corresponding years.

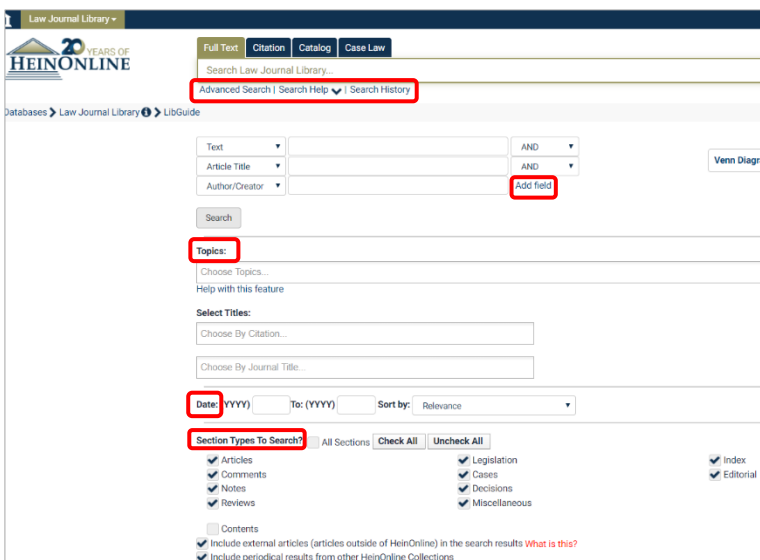
- To view the contents of a volume, click on the icon  or the **volume number**.
- To view a specific publication, click on the relevant **page number**.

## Searching

The most frequently used tab of the main search box is the **Full Text** tab which searches across all subscribed collections. You can find links to Advanced Search, Search Help and Search History under this search box.

The **Advanced Search** option opens with three fields: Text, Article Title and Author/Creator boxes. You can add three other text boxes by clicking on the **Add field** link (as image shows below).

You can also choose from other features of the Advanced Search page, such as **Topics**, **Date** or **Section Types To Search?** if these options are available within your chosen HeinOnline library.



Example search on the **Law Journal Library** Collection:

- Open the Law Journal Library, use the Full Text search tab, and click on **Advanced Search** option.
- Use the search box called **Article Title** and enter your search terms, e.g. *"Patriot Act"*. Always use double quotation marks to enclose your phrases.
- Type *White* in the **Author/Creator** search box and click on the **Search** button.
- This will find Scott White, "USA PATRIOT Act and Libraries" 3 JIJS 99 (2003).

Follow the link to **Search Help** next to Advanced Search to learn more about connectors and commands which can improve your searches.

Click on **Search History** under the main search box to see all your previous search queries within the current session.

## Looking at the search results

Search results appear in list view. On this page, you have several options to **Refine Your Search** by selecting facets on the left-hand side of the screen. The matching text pages are highlighted in a bold font, and there is a link under every search result which allows you to see **All Matching Text Pages**. **ScholarCheck** services next to each title displays how many times a title was cited or accessed. (See screenshot below.)

The screenshot shows the HeinOnline search results page. The search term 'family reunion' is entered in the search bar. The results are sorted by 'Relevance' and show 10,656 results. A callout box points to the search bar area with the text: 'Use these icons to Modify Search Results, Search Within Results, Print This Page, Toggle All Matching Text Pages or Turn OFF infinite scroll.' Another callout box points to the 'Delivery options' icons (print, download, email, bookmark) with the text: 'Delivery options'. A third callout box points to the 'ScholarCheck services' box, which shows 'Cited by 4 Articles' and 'Accessed 13 Times'. A fourth callout box points to the 'All Matching Text Pages (25)' link at the bottom of the search results.


## Navigating the pages (inside an article)

The screenshot shows the full text of the article 'Family Reunion and the Right to Return to Occupied Territory' by John Quigley. A callout box points to the breadcrumb trail at the top of the page with the text: 'Use breadcrumb trail to navigate back to previous pages.' Another callout box points to the 'Cite' button in the breadcrumb trail with the text: 'Click on Cite under the breadcrumb navigation trail to display the citation of the current page in various referencing styles.' A third callout box points to the 'Download, Print and E-mail options' icons with the text: 'Download, Print and E-mail options'. A fourth callout box points to the 'Save to MyHein bookmarks' button with the text: 'Save to MyHein bookmarks'. The article title is 'FAMILY REUNION AND THE RIGHT TO OCCUPIED TERRITORY' and the author is 'JOHN QUIGLEY\*'. The article content begins with 'I. INTRODUCTION' and discusses the claims of individuals to a right of entry into a state for residency purposes.

Click on **Cite** under the breadcrumb navigation trail to display the **citation** of the current page in various referencing styles.

You can also select **ScholarCheck** statistics  from the top left corner of the page if you want to see scholarly communication related to your chosen title.

## Printing

Click on the **Print/Download** icon  to print a section of the article, a page or an entire article.

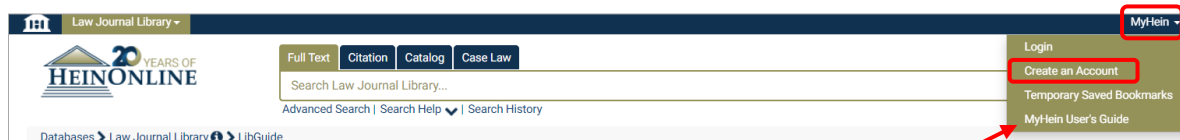
You can choose to **Print Current Section** or **Print Custom Page Range**.

The article or page will open as a PDF file, and then you can print it from the PDF viewer toolbar.

Click on the **QR Code** tab to scan and read the document in HeinOnline.

## Using MyHein

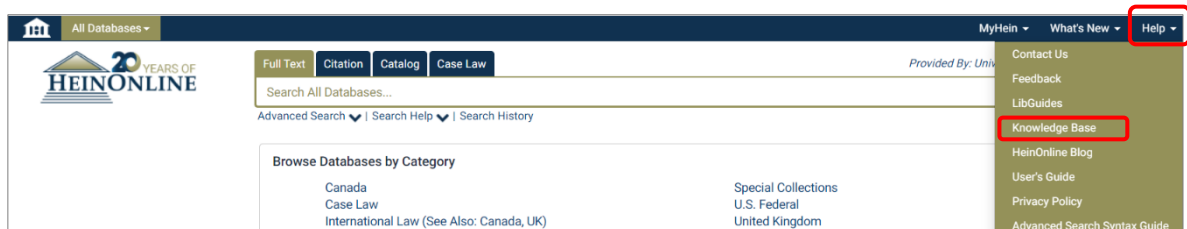
The **MyHein** account saves you time and effort when researching for a major work such as a dissertation, research paper or thesis. It allows you to save favourite journal articles or documents, save searches, add notes to a bookmark, etc. Registering an account costs nothing and can be done by opening the MyHein tab (which is available on any page) and selecting the **Create an Account** link.



You can learn more about this service by following the link to [MyHein User's Guide](#).

## Help

Click on **Help** on the HeinOnline toolbar, then select the **Knowledge Base** link for access to various training guides and excellent demonstration videos.



### **In case of access problems (including Out-of-Hours Service), contact the IT Service Desk:**

Address: The Sir Duncan Rice Library, 1<sup>st</sup> Floor, Old Aberdeen  
Open: Mon, Tues, Thurs and Fri: 09:00-17:00; Wed: 10:45-17:00  
Log a problem via your [MyIT portal](#) or Email: [servicedesk@abdn.ac.uk](mailto:servicedesk@abdn.ac.uk)  
Telephone: +44 (0)1224 273636 (for **\*Out of Hours Service** – call this number)

If you require further help in using this database, please contact:

**Janet MacKay**  
Information Consultant (Law)  
Email: [j.i.mackay@abdn.ac.uk](mailto:j.i.mackay@abdn.ac.uk)  
Telephone: 01224 272572  
01224 273892

**Nicola Will,**  
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Telephone: 01224 273166  
01224 272601