

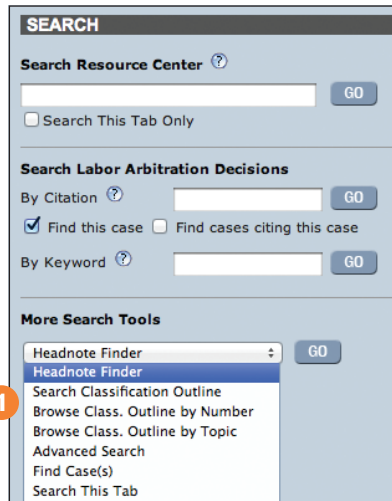
LABOR & EMPLOYMENT LAW RESOURCE CENTER™

How-To Card

CLASSIFICATION OUTLINES

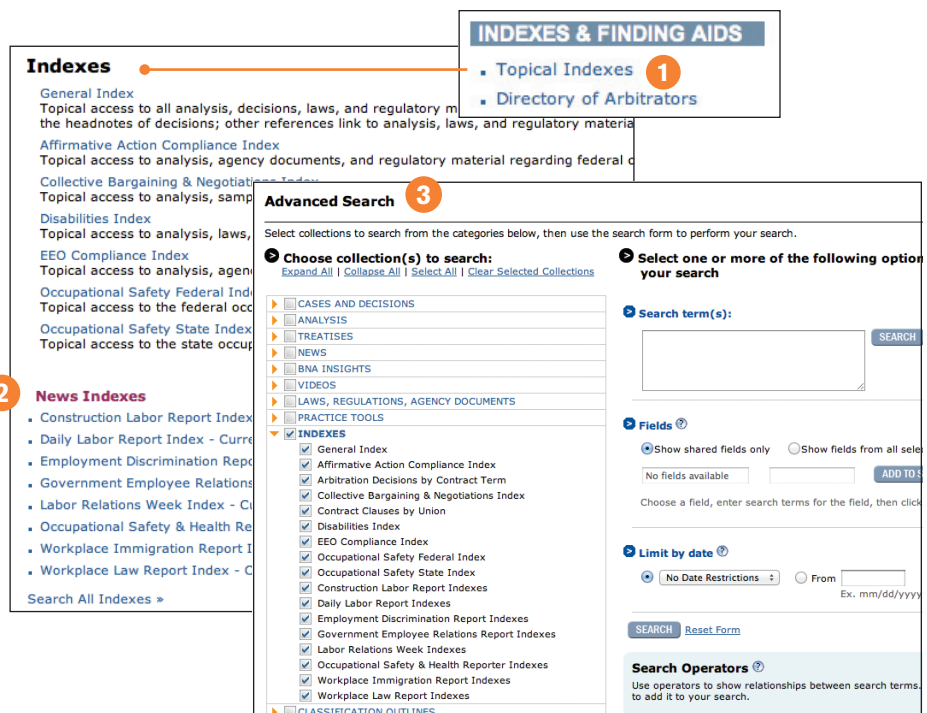
Classification Outlines are associated with each case collection and decisions. They organize that particular area of labor and employment law by “points of law” and assign each point a classification number. These numbers are assigned to every headnote that Bloomberg BNA writes for every case in the Resource Center. By using the outlines and classification numbers, you can zero in on the headnotes and cases that are most relevant for your research.

- 1 To access and browse or search **Classification Outlines**, click the drop-down menu under **‘More Search Tools’** on any topic home page and make a selection.



INDEXES

- 1 Click **‘Topical Indexes’** in the **‘Indexes and Finding Aids’** frame.
- 2 News indexes are arranged chronologically. Drill down the index topics.
- 3 To search indexes, use the **‘Advanced Search’** template. Select the specific indexes to be searched, enter search terms, and click **‘Search.’**



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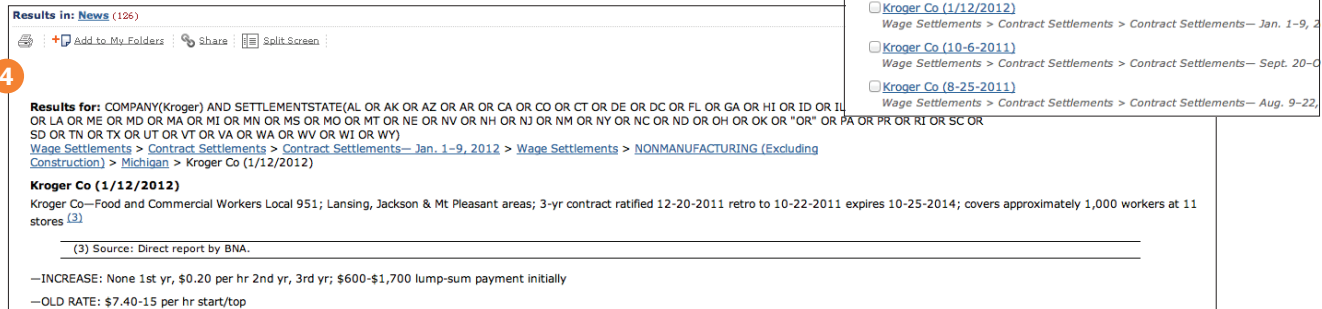
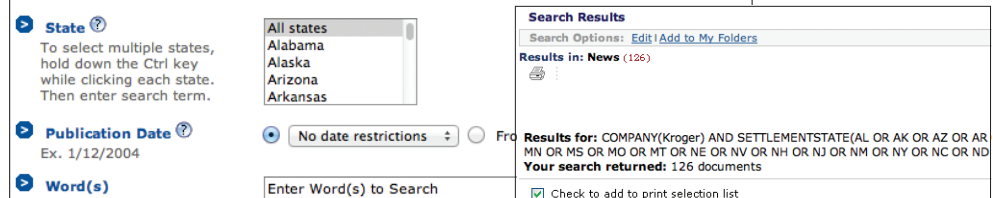
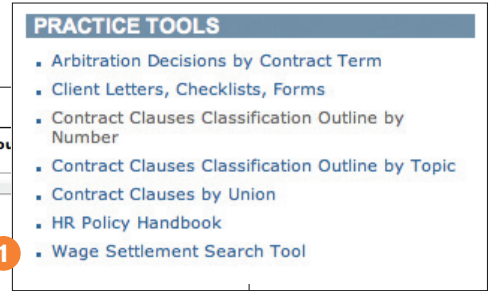
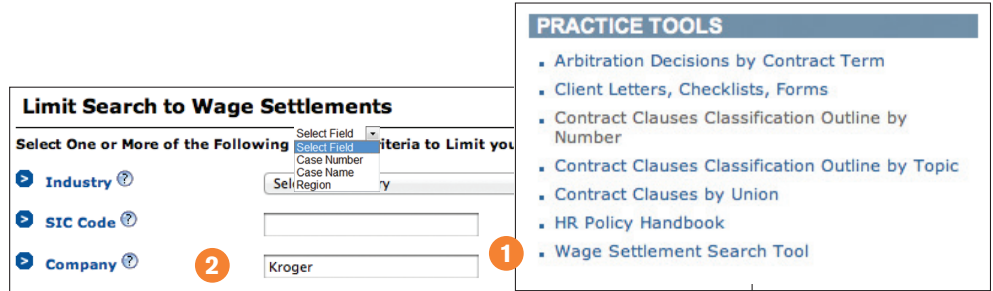
WAGE SETTLEMENTS

1 Access the 'Wage Settlements Search Tool' in the 'Practice Tools' frame on the 'Labor Arbitration & Collective Bargaining' tab.

2 Select the criteria to search.

3 Review the search results and click a wage settlement.

4 View the complete wage settlement.



NLRB NEW FILING FINDER

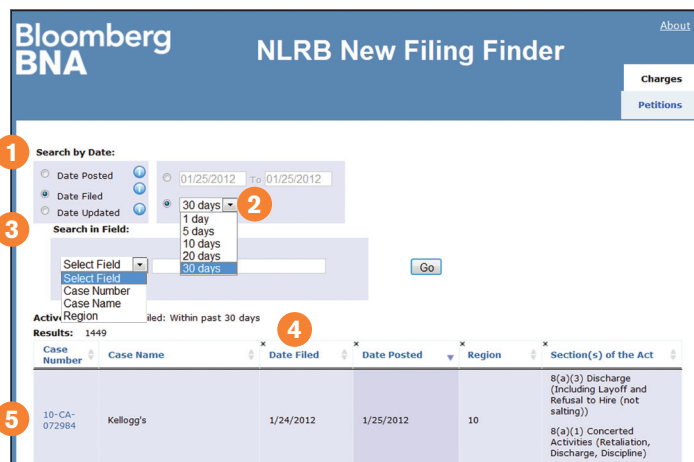
1 Search for New Filings by post date, date of filing, or the date the case was updated.

2 Select the date(s) to be searched.

3 Search for a case by selected field.

4 To re-sort a column, click the column heading.

5 View the full text by clicking the 'Case Number.'



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