Coverage

- Full text of UK Public General Acts 1267 onwards including pre- and post-devolution Scottish legislation (in force as at 1991)
- Full text of Statutory Instruments 1948 onwards
- UK Bills 2015 onwards

Methods of Searching

There are two main ways of searching for legislation.

1. **Legislation Database**

From the Welcome page, select the Legislation link at the top of the screen. Here you can search for a word or phrase in the Free Text box (see later section on Search Language). You can also enter the title of the Act/SI in the Title box and if you require a specific section/part etc. you can specify this in the Provision section. Click Search.

*Please note* that by using this search option you will search the current version of the legislation. To search historic or prospective versions of legislation use Advanced Search.
2. **Advanced Search**

This option allows you to search current legislation, historic or prospective law or point in time versions. For Acts historic versions go back to 1991; for SIs historic versions go back to 1948.

Enter your search terms in the **Free Text** or **Act/SI Title** box. Under **Select** leave the setting at **Law in Force** if you require current legislation. Click on **Search**. If you require historic, prospective or point of time versions, make your selection from the options available. Click on **Search**.

![Advanced Search](image)

**Browsing Legislation**

From the **Legislation** database you can browse legislation by jurisdiction (either UK, Scotland, Wales or Northern Ireland) and then by year or title. By selecting your preferred choice you will obtain a chronological or alphabetical index. Select from these and then continue to drill down until you find your item. Click on the link. The item will appear with an **Arrangement of an Act/SI** document with a further option to view an **Overview Document**. For an explanation of document categories see the following pages.

![Browse](image)
Legislation Documents

There are four types of legislation document available.

1. **Arrangement of Acts/SI Document**

   If you search in the **Title** field for an Act or SI, you will retrieve an **Arrangement of Acts/SI** document. This is like a contents page and you can link directly to any section from this. If a provision has been repealed or revoked, this will be indicated in the **Arrangement of Act/SI** document.

2. **Full Text Document**

   Find the section of the Act/SI you need by using the search box in the Legislation database. Click on the link to your section. The full text will then appear. There are links to other sections and legislation cited within the full text. You can move to **Previous Provision** or **Next Provision** by using the links above the legislation title.
3. Legislation Analysis Document

There is a Legislation Analysis link in the left hand menu. This gives information on specific sections and paragraphs and includes: Table of Amendments, Commencement, Extent, Legislation Citing, Key Cases Citing, All Cases Citing, Journal Articles and references in Sweet & Maxwell textbooks that refer to the section.

4. Overview Document

The left hand menu also has an Overview Document link which contains information about the Act/SI as a whole. This includes: prospective amendments, commencement of all provisions, All Legislation Citing, SIs made under the Act, Journal Articles and Definitions.
To see all the amendments to an Act or SI, click on the All Legislation Citing option within the Overview Document. Then select Textual Amendments from the List by options.

**PDF of complete Act/SI**

It is possible to obtain a PDF of a whole Act or SI. The option for this is at the top right hand of the screen alongside the Delivery Options.

It is not advisable to print the PDF if it is very large as this will cause problems for other users attempting to send material to the Enquiry Point printer. If the PDF is very large you should use the email option.

**Printing**

Select the legislation you require. Click on the Delivery icon on the right of the screen and select Print.

Select the output option you require. Click on Submit. You will be shown a print dialogue box. Click on Print. Printing can be collected at the Enquiry Point and costs 10 pence per page.

**Emailing**

Select the legislation or information you require and click on the Delivery icon on the right of the screen and select Email.

Enter your email address in the To box. Add a subject or message as appropriate. Select Word or PDF format and preferred output option. Click on Send.
Search Language

**AND**
Use AND to retrieve search terms within the same document
e.g. narcotics and warrant

**OR**
Use OR to retrieve either search term or both
e.g. drugs or narcotics

!  
To retrieve words with variant endings, use the root expander!
e.g. employ! will retrieve employ, employee, employer etc.

**“Quotation Marks”**
Use quotation marks around your search terms to find an exact phrase
e.g. “fiduciary duty”

/s
This looks for words within the same sentence e.g. dismissal /s constructive will find dismissal within the same sentence as constructive

/p
This looks for words within the same paragraph e.g. unfair /p dismissal will find unfair within the same paragraph as dismissal

/n
This finds words or phrases within a certain number of words of each other
e.g. dismissal /5 constructive will look for dismissal within 5 words of constructive

For more information on search operators select the Help tab