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Sabinet Discover

NetLaw User Guide

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Searching over an Act and its Regulations

Step 1: Start by selecting **National Legislation (Netlaw)** from the Product drop-down list.

Step 2: Click **Search** without entering a search term.

Step 3: Scroll down to the '**Acts and their Regulations**' filter located on the left-hand-side and either search for the Act in the search bar at the top of the filter or scroll down in the filter to the correct Act.

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Step 4: Select the Act to view with its related Regulations.
Step 5: You can also go to **Advanced Search** to refine your search within your search results.

Click to access   **Search Tips and Guidance**   user guide for guidance on how to search.

Linked Content

Under each Act you will see a new section called **Linked Content**. **Linked Content** replaces our previous Act Index page. Our product specialist team identifies this content as relevant content to a specific Act.

- **Draft Regulation/Draft Documents** – This is a list of all proposed legislation which has been published in the Government Gazette and is related to proposed amendments to this specific Act.
- **Regulations** – These are all the Regulations published in terms of the specific Act. The Regulation are now indicated as Notes which can be sorted accordingly Previously they were divided into sections.
- **Other Notices/Additional Notices** – These are items such as Commencement Notices and Orphaned Regulations. **Note: Orphaned Regulations are those regulations that actually form part of another Act which has been repealed but the actual regulations are still in force.**
- **Amendment Notices** – These are all Amendment Notices for a specific Act and they link to the Government Gazette Notices.
- **Original Document as published in the Government Gazette** – This is the first version of the Act as published in the Gazette.
- **Notice in Terms of Act** – These are all the Notices in terms of a specific Act. This is a new grouping and you would need to be subscribed to Government Gazettes to access these documents.
- **Documents Related to this Act (Judgments)** – All Judgments related to a specific Act.

Once you know what linked content you are looking for click on the arrows to expand the content available. All content is sorted by *Latest Information* first.

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Documents can be sorted alphabetically, ascending or descending, etc. by using the tools in the sub-toolbar:

You also have the option to search over the linked content by selecting the search icon:

On each dropdown you will have the options to add your selected results to your **Action List** (to add to briefcases), print the results, or email results.

Click to access **myDiscover User Guide** for more information on My Briefcases and myDiscover functionality.

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Visualised Linked Content

This is a visual representation of the Linked Content. Therefore, instead of viewing it in a list you can view it as an interactive image. Visualised Linked Content is compiled by our expert product specialist.

Visualised Linked Content only displays the first 10 items on any given list. This is used more as a summary of the linked content.

How to access Visualised Linked Content

Step 1: Go to the **Act View** Page.

Step 2: Click on '**Visualise Linked Content**' located below the Linked Content OR Select '**Explore linked content**' in the left toolbar.


The Visualised Linked Content will appear as a pop-up on your screen:

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On this screen, you can:

- Zoom in and out of the Visualised Linked Content.
- Reposition the Visualised Linked Content, click and drag the image.
- Refine your Visualised Linked Content by selecting any of the fields provided at the bottom of the Visualised Linked Content.
- Select a specific field to explore the linked content further, to add it to your **Action List**, or to download the related file.
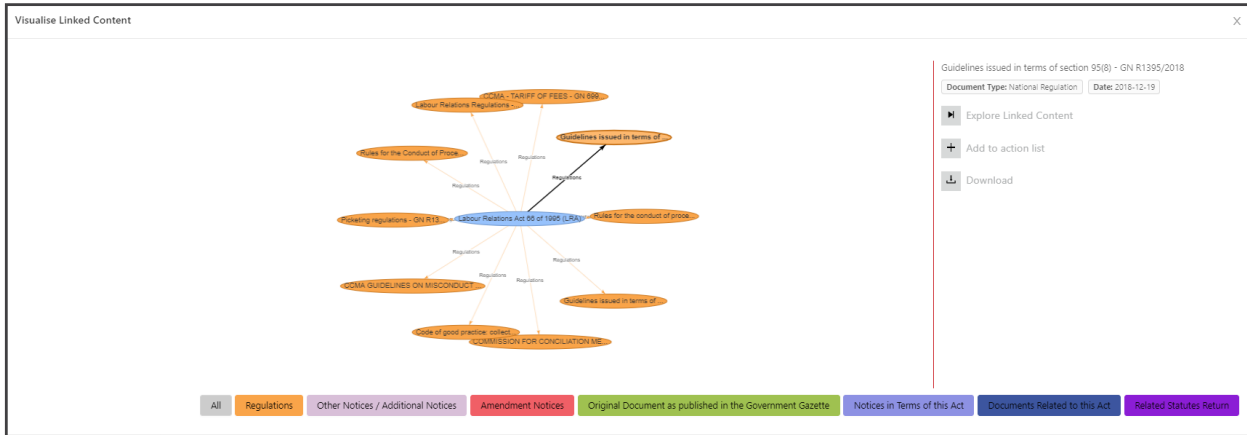
Getting to an Act quickly

Step 1: Go to National Legislation (Netlaw)
Step 2: Select **List of Acts**:
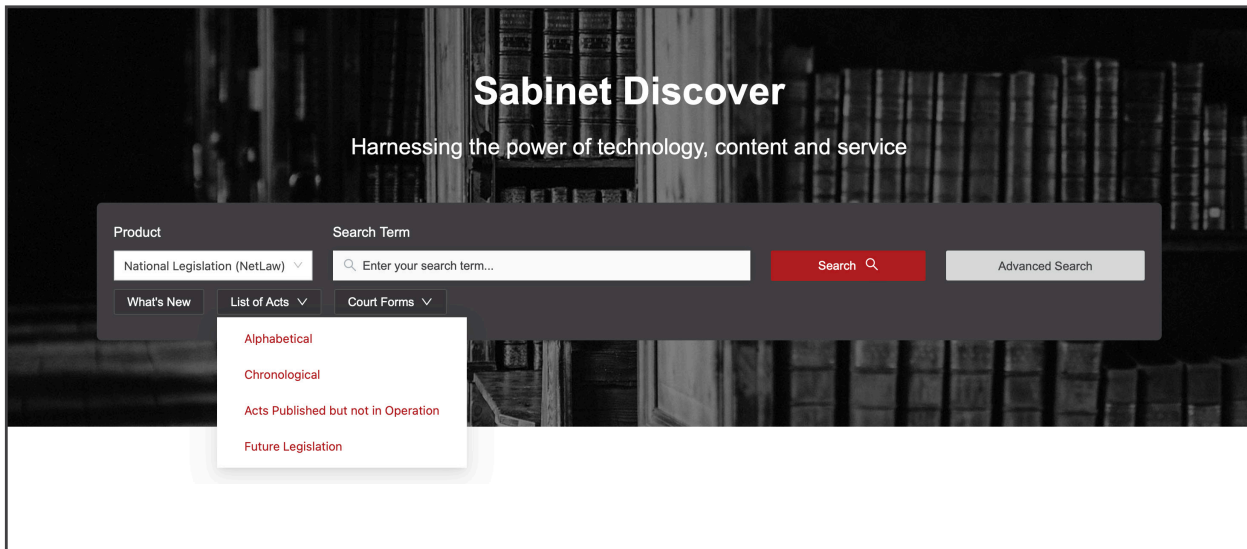
Step 3: Select your preference.

- **Alphabetical** - This is an alphabetical list of all the Principal Acts that are currently in force. Select the letter the Act name starts with, scroll down the list to find the Act you need.
- **Chronological** - This is a chronological list (per decade) of all the Principal Acts (currently in force and repealed) as well as all the Amendment Acts (currently in force and repealed) published from 1909 to date. Select the decade your Act was published.
- **Acts Published but not in Operation** - Use this index to find Acts that has been published but not in operation.
- **Future Legislation** - Use this index to find Acts that have been proposed for future.

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Removing of Yellow and Grey Highligting when printing

Step 1: Select the **HTML version** of the document you want to print:
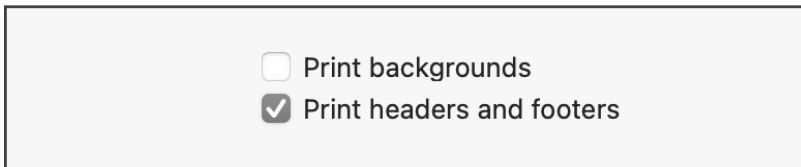
Step 2: Click on the **Download** icon in the HTML view of the document you want to print or save:

Step 3: Go to your downloads and open the file in your internet browser and use the print function. (The keyboard shortcut for print is Command + P (macOS) or Ctrl+P (Windows).

Step 4: In the printing settings, untick the "Print backgrounds" option and click "print". You can also use this option to save as PDF. Instead of selecting a printer choose the PDF option.

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We offer free training on all our products and services. If you have any questions or queries or would like to book your training, please contact our support team at **info@sabinet.co.za** or **+27 12 643 9500**.