

Books Unbound

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Quick Access Guide & Overview



STATE BAR OF WISCONSIN

Your Practice. Our Purpose.®

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WELCOME & INTRODUCTION

Welcome to this guide on the new Books Unbound eReader. Books Unbound has been an essential resource for many members over the years, but it is only as good as it's eReader. Now, Books Unbound is powered by Lexum™ which brings a myriad of new features while retaining much of the same functionality of the classic eReader.

This document is designed as a quick access guide for a basic overview of the new Books Unbound application.

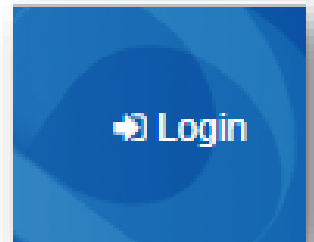
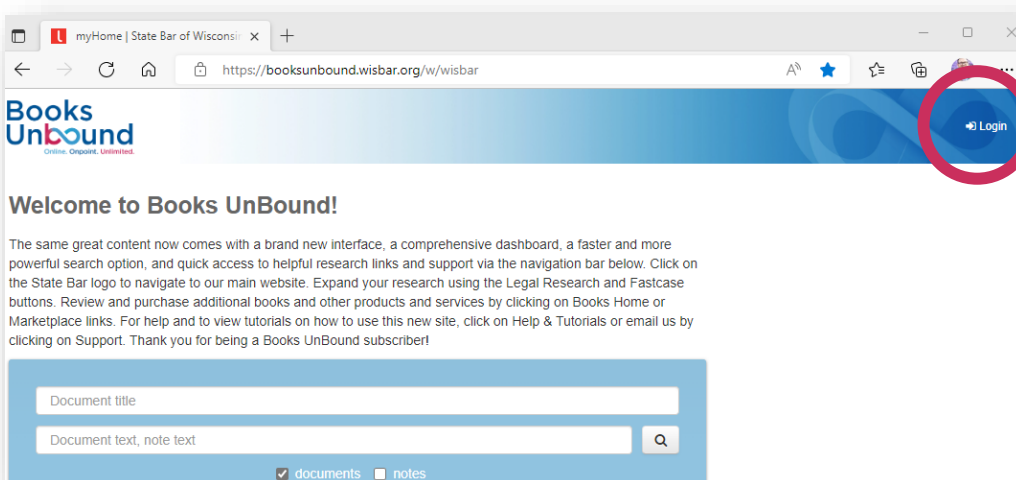
HOW TO ACCESS THE eREADER

Books Unbound can be found on the State Bar webpage at:

<https://booksunbound.wisbar.org>

Typically, when you login to WISBAR.org you will be automatically logged in to your Books Unbound library.

However, you may need to login to your Books Unbound account. Click on the login link in the upper right-hand corner.



You will then be redirected by a third-party authentication application **auth0** to confirm your login details.

THIRD - PARTY AUTHENTICATION

The first time you see this screen you will need to click on the "**Don't remember your Password?**" link. This will allow you create a password into the third-party authentication application **auth0**.

To reset your password simply enter your email address and then click on the SEND EMAIL button.

An email will be sent to the email address you used to login and from there you can confirm the password update.

Your login will be good for **10 hours**, after that you will need to log back in, however you will not need to change or update your password unless you forget what it is.

NOTE: Changing this password for the third-party authenticator will not change your password credentials for WISBAR.

1

STATE BAR OF WISCONSIN
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State Bar of Wisconsin

your@example.com

your password

Don't remember your password?

LOG IN >

Protected with Auth0

2

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Reset your password

Please enter your email address. We will send you an email to reset your password.

your@example.com

SEND EMAIL >

OVERVIEW OF THE DASHBOARD

Once you have opened the new Books Unbound eReader you will first land on the dashboard page. This dashboard is your gateway to all the same content as in the classic Books Unbound eReader. See the numbered steps below to learn a bit more about the parts of the dashboard.

The screenshot shows the Books Unbound dashboard. At the top left is the Books Unbound logo (1). Below it is a welcome message. A large blue search box (2) contains two input fields: 'Document title' and 'Document text, note text'. Below the search box are radio buttons for 'documents' (checked) and 'notes'. A magnifying glass icon (3) is on the right of the search box. To the right of the search box is a list of 'Documents recently viewed'. Below the search box is a 'Filters' section (3) with options for 'Versions' (Full volume, Single chapter) and 'Multi-volume Search'. A note (NOTE) is overlaid on the right side of the dashboard, stating that all first chapters are available for search and previewing, and that content not currently owned will be prompted for purchase in the marketplace. The footer contains the State Bar of Wisconsin logo and navigation links, and the qweri by Lexum logo.

1

At the top left corner of the page, you will see the new logo for Books Unbound. If you click this logo, you will be directed back to the dashboard at any time. Think of this as your home button when in the eReader.

2

Past the welcome title and description paragraph you will come to a large blue box with two form fields. This is the basic document search fields. Here you can search by document title, text or by any notes that may have been created on the document (more on notes a little later). As you type in your words, the eReader basic search will begin to show your search of keywords. You can search by documents or by notes or by both by checking the corresponding boxes. Click the **magnifying glass icon** to begin the search.

3

Below the blue search box, you will see your results. To the left of the results are **additional filters** that you can use to further narrow your search. You can filter by viewing only full volumes or the first chapters of any books you may own in the Books Unbound library. Once you have found the content title you wish to view, click on the result link listed. This will open the document in the reader where further search and other features can be performed.

OVERVIEW OF THE eREADER INTERFACE

Now that you have made your selection on the dashboard the content will open in the eReader's reading interface. Here you will find some new features that were not previously available in the classic Books Unbound application.

The screenshot displays the Books Unbound eReader interface. On the left is a table of contents for the book "Advising Older Clients and Their Families I". A blue box highlights the "Back to Top" link (marked with a red circle 3) and the "Expand All" link. A red circle 2 highlights a subchapter in the table of contents. On the right is the document page for "Advising Older Clients and Their Families" (marked with a red circle 1). The page features the Pinnacle logo, the title, and the State Bar of Wisconsin logo. The footer includes navigation links for Legal Research, Fastcase, Marketplace, Books Home, Help & Tutorials, and Support.

- 1 You will notice that each document opens with the **table of contents** on the left and the **document** on the right.
- 2 By clicking on each chapter or subchapter in the table of contents the document will move to that page. Previously, the classic Books Unbound eReader you could open the sub chapters, but never close them back up. With the new Books Unbound eReader you can now close your subchapter by selecting the little arrow to the left of the title.
- 3 If at anytime you wish to return to the top of the document, you are reading click on the blue link **BACK TO THE TOP** this will take you back to the top of the document.

OVERVIEW OF THE eREADER INTERFACE – SEARCH TAB

In the table of contents pane, you will see **the search tab**. Clicking this tab will bring up the **document search engine**.

This search engine is a much more powerful tool than that of the previous Books Unbound classic application. You can search by much more than just a single word. The new search engine allows for Boolean searches to better refine your search. A **list of syntax** can be found below the search bar in the search pane. By adding the syntax to your search, you can narrow down your results in the document. To add the syntax simply type in the operator (middle row) into your search bar. An example is shown to the right in the table. **Please note that the operator is case sensitive in order to properly work.**

The screenshot shows the Books Unbound search interface. The search pane on the left includes a search bar, sort options (relevance, document order), and a syntax table. The main pane displays the document title 'Advising Older Clients and Their Families I' and a red slider for window resizing. A red arrow points from the slider to a text box explaining its function.

Find	Operator (case sensitive)	Example
This PHRASE	""	"R. v. Douglas"
ALL of these words	AND	permit AND hunting
ANY of these words	OR, no operator	city municipality
Words within the same PARAGRAPH	/p	levy /p probate
Words within the same SENTENCE	/s	tax /s income
Words within n words	/n	letter /5 credit
Exclude PLURALS and DERIVATIVES	EXACT()	EXACT(translator)
ALL possible ENDINGS	*	constitu*

Volume I

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State Bar of Wisconsin PINNACLE
5302 Eastpark Blvd., Madison, WI 53718
<http://www.wisbar.org>

STATE BAR OF WISCONSIN Legal Research | Fastcase | Marketplace | Books Home | Help & Tutorials | Support

OVERVIEW OF THE eREADER INTERFACE – NOTES TAB

In the **Notes tab** you can search any notes that you have created, or a colleague has shared with you in the document. If any notes do exist in the document the number of notes will be indicated by a little blue number above the tab.

The screenshot shows the eReader interface for the document "Advising Older Clients and Their Families II". The "Notes" tab is highlighted with a red box and has a blue number "2" above it. Below the search bar, there is a "Print notes" link. The search results show two notes:

- Note 1: "As mentioned in section 10.1, supra, Congress established the Medicare program in 1965 through..."
- Note 2: "To aid in applying the laws and regulations governing the Medicare program, the U.S. Department of Health and Human Services (DHHS) and the Centers for Medicare and Medicaid..."

The second note is highlighted with a red box. Below the notes, there are "Edit" and "Remove" buttons.

Results of the search are below the search bar and by clicking on the note it will take you to the highlighted word or section the note was added to in the document.

Also, you can edit the note created by clicking on the grey **EDIT** button or remove the note by clicking on the red **REMOVE** button.

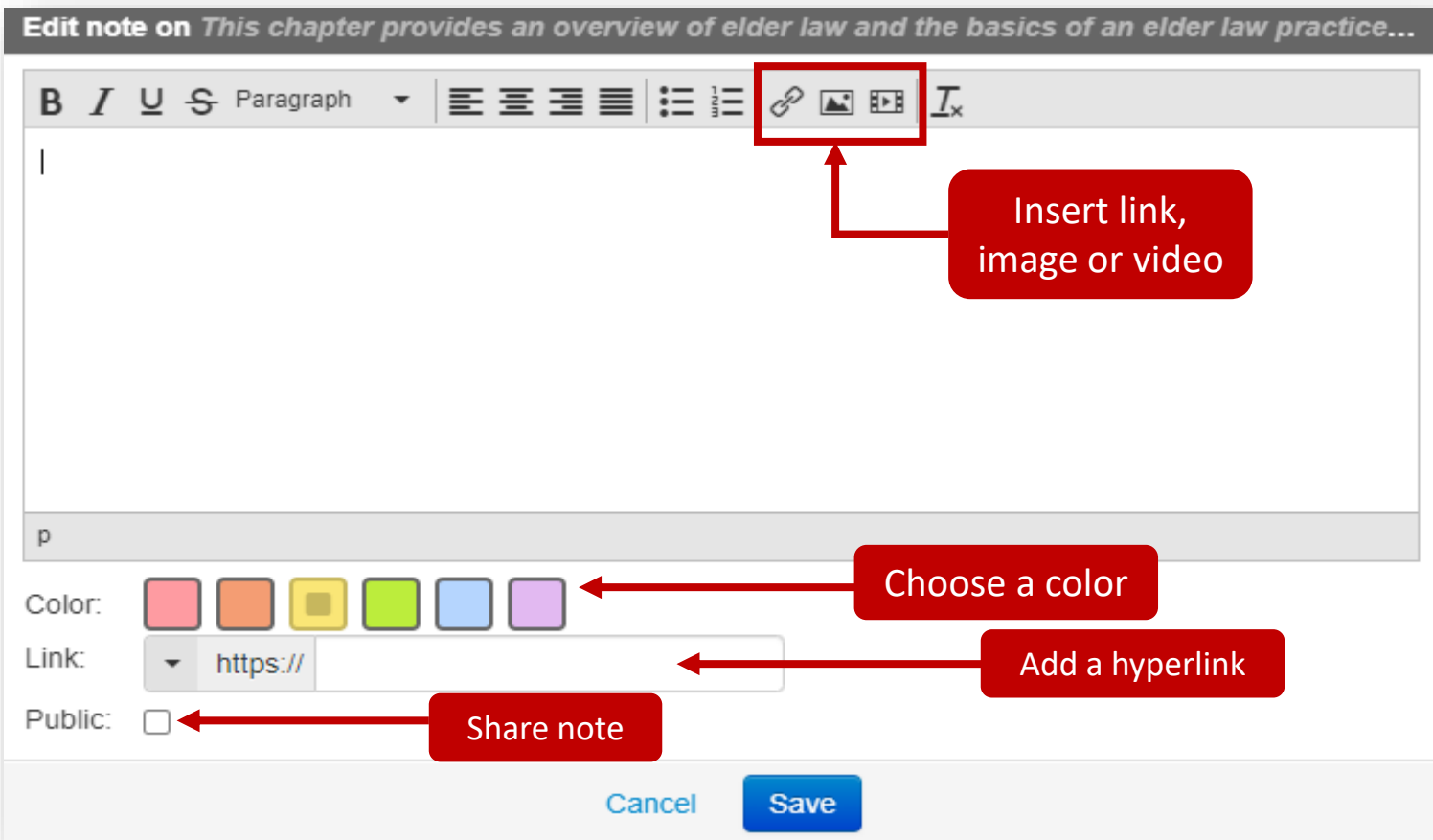
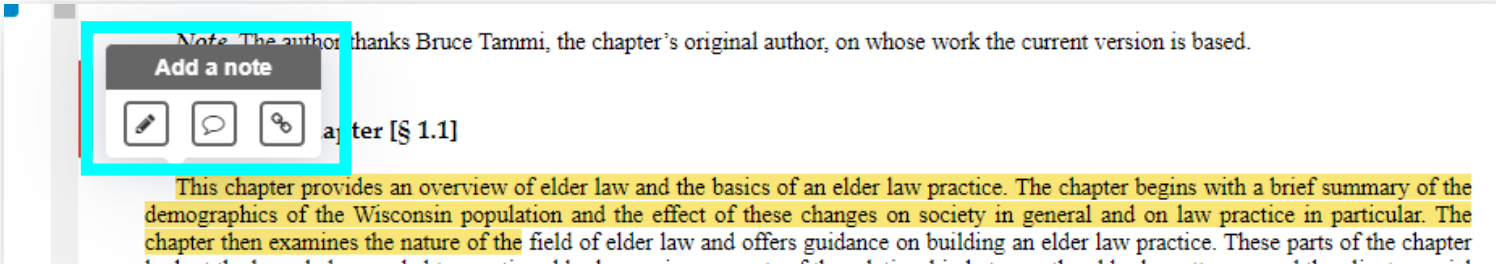
You can print all notes by clicking on the blue, **PRINT NOTES** link just below the search bar

This is a close-up of the second note from the search results. It shows the note text: "To aid in applying the laws and regulations governing the Medicare program, the U.S. Department of Health and Human Services (DHHS) and the Centers for Medicare and Medicaid...". Below the note is the author information: "By Dan Sitzler on August 23 2022 at 2:48 PM". At the bottom, there are "Edit" and "Remove" buttons.

This is a close-up of the "Print notes" link, which is highlighted with a red box. Below the link is a note card showing the same text as the previous image: "To aid in applying the laws and regulations governing the Medicare program, the U.S. Department of Health and Human Services (DHHS) and the Centers for Medicare and Medicaid...".

OVERVIEW OF THE eREADER INTERFACE – CREATE A NOTE

To create a note in the document simply click and drag to highlight a word or section of words in the document. This will bring up the **ADD NOTE** box. Here you can choose a color for your note, add a comment to the note including video and images, or create a link to a website for this note. Once the note is created it is then added to the document.



Notes are by default private to each user in Books Unbound, however they can be shared with other users across the platform. Administrator notes or those notes left by the State bar Authors will be visible to all who have access to that content.

OVERVIEW OF THE eREADER INTERFACE – NAVIGATION LINKS

Along the bottom of the page, you will see several links to other research tools and resources such as Legal Research, Fastcase, the Marketplace, the Books home page, Help and tutorials, and support..



One great part of the new Books Unbound is the direct linking to Fastcase. You can Review the actual opinion cited with a simple click. To conduct some research in Fastcase, click the link in the navigation bar at the bottom of your screen and you will be able to launch Fastcase and activate all the tools in your free subscription in a separate tab in your browser.

2. Disparate Treatment [§ 4.14]

An employee may use either direct or indirect evidence to prove disparate treatment. A direct method of proof requires the complainant to show that the employer made its decision on the basis of age (for example, by introducing evidence that the employer stated it was seeking a younger person). To rebut such evidence, the employer may advance one of the affirmative defenses set forth in the statute. Unlike Title VII, the ADEA does not permit mixed-motive cases. The plaintiff must show that age was the but-for cause of the adverse employment action. The burden never shifts to the employer to show that it would have taken the same action regardless of age, even in situations in which the plaintiff has introduced evidence that age was a motivating factor. See *infra* §§ 4.16–22; see also *Gross v. FBL Fin. Servs., Inc.*, 557 U.S. 167, 129 S.Ct. 2343, 174 L.Ed.2d 119, 77 USLW 4531 (2009) (holding that, “under [29 U.S.C. § 623(a)(1)], the plaintiff retains the burden of persuasion to establish that age was the ‘but-for’ cause”



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Gross v. FBL Fin. Servs., Inc., 129 S. Ct. 2343, 174 L.Ed.2d 119, 557 U.S. 167, 77 USLW 4531 (2009)

557 U.S. 167
129 S.Ct. 2343
174 L.Ed.2d 119
77 USLW 4531

Jack GROSS, Petitioner,
v.
FBL FINANCIAL SERVICES, INC.

No. 08–441.

Supreme Court of the United States

Argued March 31, 2009
Decided June 18, 2009

PRO TIP

Login to FastCase in a separate tab prior running Books Unbound for ease of use .