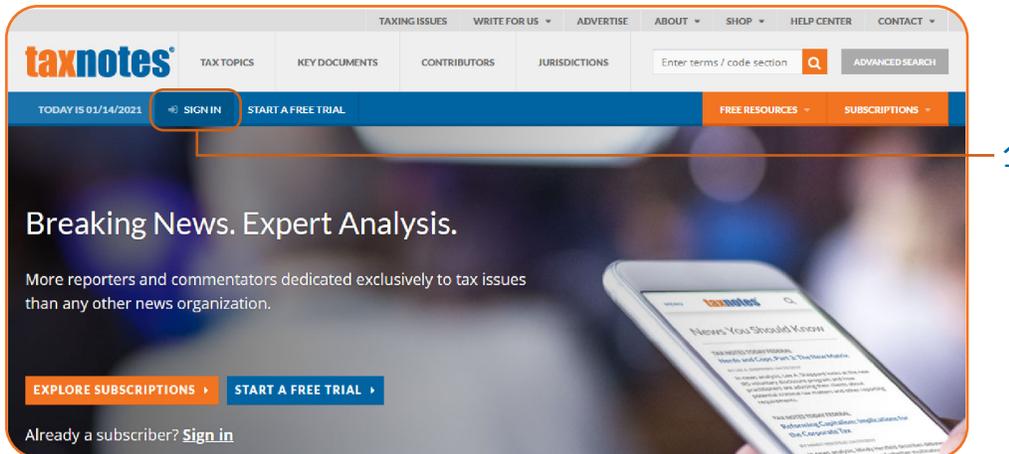


Your University-Provided Tax Notes Subscription

Welcome! Your university has generously provided you with access to Tax Notes. This includes our web platform, www.taxnotes.com, and may also include subscriptions to our daily tax news and our weekly magazines of expert commentary on tax issues.

To start, please go to www.taxnotes.com.

Click SIGN IN (1)



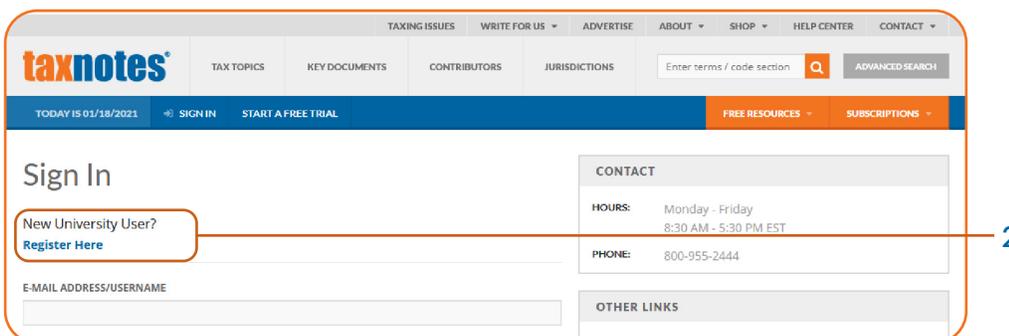
Alternate, free access to tax documents:

You – and your classmates and clients – are welcome to access federal tax documents on our free platform, taxnotes.com/research.

Anyone may use taxnotes.com/research – it does not require a subscription or registration.

On the next screen, you should see your university’s name under Sign In. If you don’t see your university’s name there, please [contact us](#).

Click the blue Register Here key (2).



A registration page will appear.

On this page, please provide this information:

Your NAME (1)

Your university E-MAIL (2) address

Choose and confirm a PASSWORD (3).

At LEVEL (4), please indicate your role at your university. If your role isn't indicated, please select the closest match.

The screenshot shows the 'Welcome Test University User' registration page. The form includes the following fields and callouts:

- 1:** FIRST NAME (REQUIRED) and LAST NAME (REQUIRED) text input fields.
- 2:** COMPANY E-MAIL ADDRESS (REQUIRED) text input field.
- 3:** PASSWORD and CONFIRM PASSWORD (REQUIRED) text input fields.
- 4:** LEVEL (REQUIRED) dropdown menu. A callout box shows the dropdown options: - None -, Professor, Administrator, Librarian, and Student (highlighted).
- 5:** SAVE CHANGES button at the bottom right of the form.

Other visible form elements include: TAX TOPICS, JURISDICTIONS, INDUSTRIES, and SEARCH RESULTS (DEFAULT NUMBER OF SEARCH RESULTS: 20, DISPLAY SEARCH RESULTS WITH: Terms in Context).

Please click **SAVE CHANGES (5)** to save your changes.

When you've registered, you'll see a confirmation message. If you don't see that message, please [contact us](#).

Searching on Tax Notes

There are four ways to search on Tax Notes:

1. Start with a [code section](#)
2. Start with a [topic](#)
3. Start with [keywords](#), using Boolean operators, or
4. Start with the [Advanced Search](#) template, where you can find documents by author, title, and other criteria.

If you search by topic or keyword – or with the Advanced Search – you can narrow the results by adding more keywords or using the filters at the left side of the page.

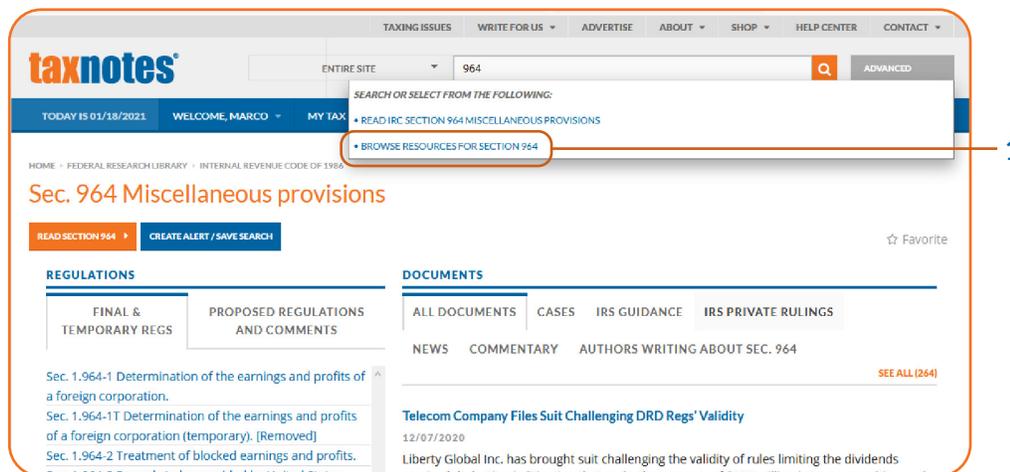
Our editorial staff tags the documents and articles with code section and subject tags. If you find just one relevant document or article, you can use the tags to help you find others like it. Please see [Using Document Attributes](#) below.

These searches will find news stories, magazine articles, and primary source documents.

If you want to find a federal primary source document, go to www.taxnotes.com/research.

Code section search:

Enter the code section in the search box, and then select **Browse Resources (1)** from the dropdown.



Use when:

You want to quickly see the regs or legislative history for a code section.

You'd like to see the public comments in response to a proposed reg on that code section.

You want to see news stories or analytical articles about the code section.

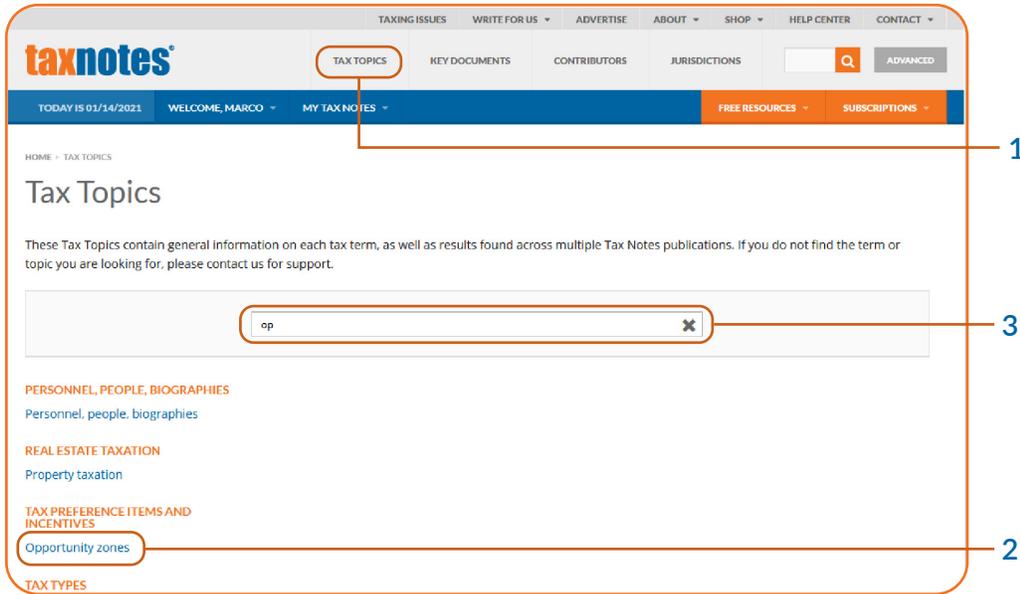
Choose another method if:

You're researching a topic that encompasses more than one code section. (Use a [topic-based search](#).)

You're looking for a specific word or phrase that may not be in that code section. (Use a [keyword](#) search.)

Topic-based search:

From the upper left, click on **TAX TOPICS (1)**. Select from among the topics (2) listed. If you don't see your topic, begin entering it in the box (3).



Use when:

You want to explore a topic that's unfamiliar to you.

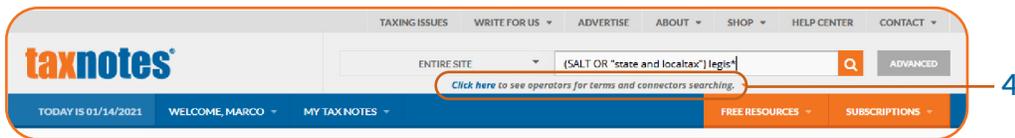
Your concept can be expressed several different ways and you don't want to search for all the synonyms.

Keyword search:

To search with keywords, use the search box at the top right of the screen.

Searches on Tax Notes use Boolean operators. (Natural language searching isn't available.)

To see the operators, click the blue **Click Here (4)** under the search bar.



It's important to put phrases in quotes, as well as citations (if included). Example: "Rev. Proc. 2016-47"

Use when:

You have words or phrases that you're certain will appear in the documents you're looking for.

Choose another method if:

You're looking for an article written by a particular author. ([Use Advanced Search.](#))

You want to find a specific primary source document. (Go to taxnotes.com/research.)

You want words or phrases to be near each other (e.g., in the same sentence). ([Use Advanced Search.](#))

Advanced Search:

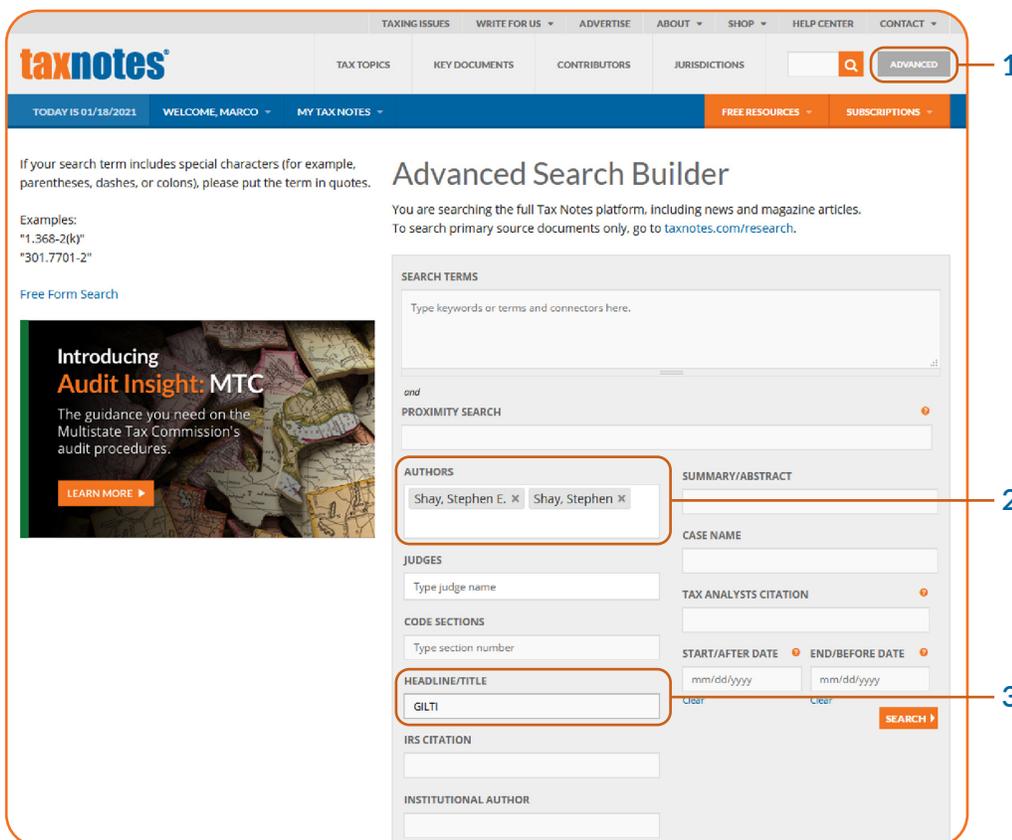
With Advanced Search, you can use fields for Author, Title, and Summary / Abstract.

In this example, we're looking for an article by Professor Stephen Shay, and we know the word "GILTI" is in the title.

Select **ADVANCED SEARCH (1)** to begin.

Begin entering the author's name in the **AUTHORS** field (2). You may see two or more variations of the author's name. You can select both or all of them.

If you know words from the headline or title, enter those in the **HEADLINE / TITLE** field (3).



Use when:

You want documents with search terms near each other.

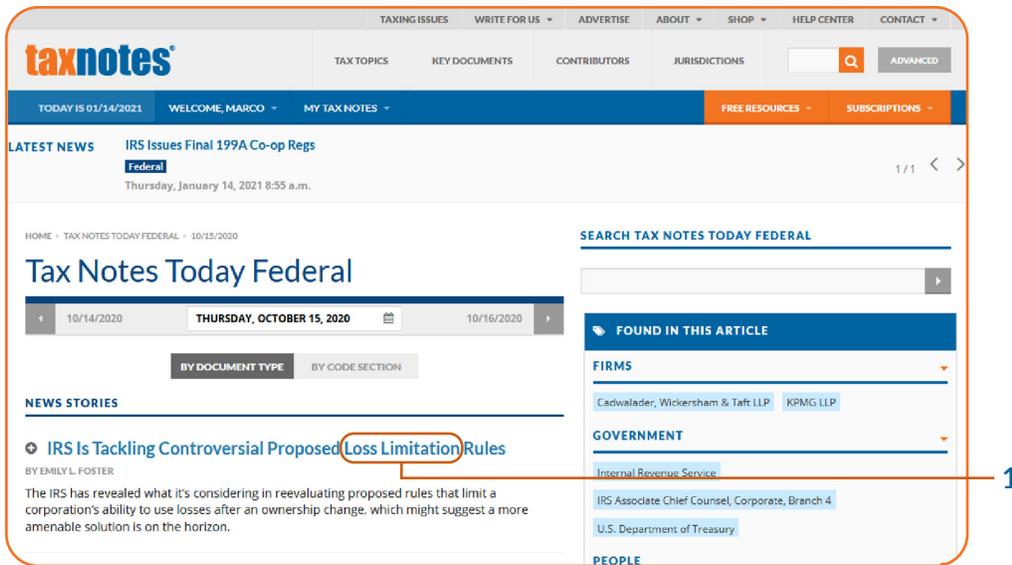
You know the author's name.

You know the title, or words or phrases in the title.

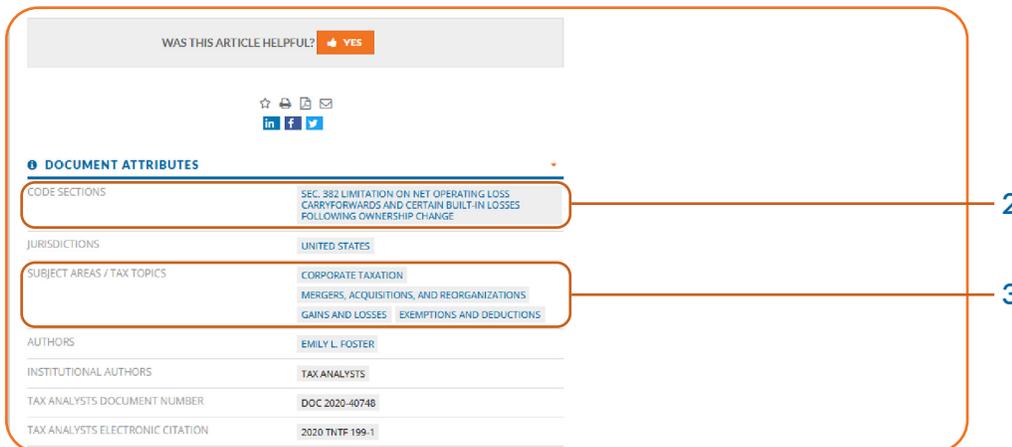
Using Document Attributes:

If you have one useful article or document, you can find more like it. Simply scroll to the bottom of the document and look for Document Attributes. These show the code section and subject tags that our editorial staff have added to the document.

If you wanted to find articles similar to the one shown below, you might try searching with “loss limitation.” (1) To see other options, scroll to the bottom.



These are the story’s attributes. You can click on the blue links in the CODE SECTIONS (2) or SUBJECT AREAS (3) to find other documents about this code section / subject area.



For research tips, please see our [Help Center](#). There you'll be able to find how-to videos and a user guide. For further assistance, please [contact us](#).