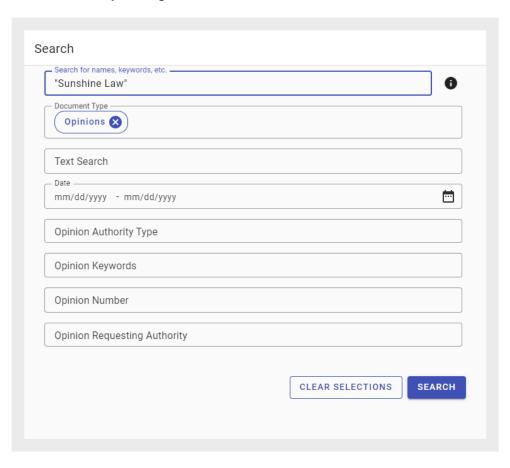
## The search incorporates both the Official Opinions and Firearms Public Statements.

### **Initial Search Screen**

- Enter a search phrase and/or additional criteria.
- Select "Search" or press the Enter key to initiate your search.
- *NOTE* the search results will open in a <u>new browser tab</u>. Close the tab to return to your original search screen.



## **Opinion / Firearms Public Statements - Data Fields**

**Search for name, keywords, etc.** – Includes all data field contents, and the text of the document.

**Document Type** – Opinions or Firearms Public Statement

Text Search - Text of the document.

Date - Date of the document.

**Opinion Authority Type** – Category assigned to the opinion requesting authority.

**Opinion Keywords** – Keywords that have been assigned to the opinion.

**Opinion Number** – Opinion number.

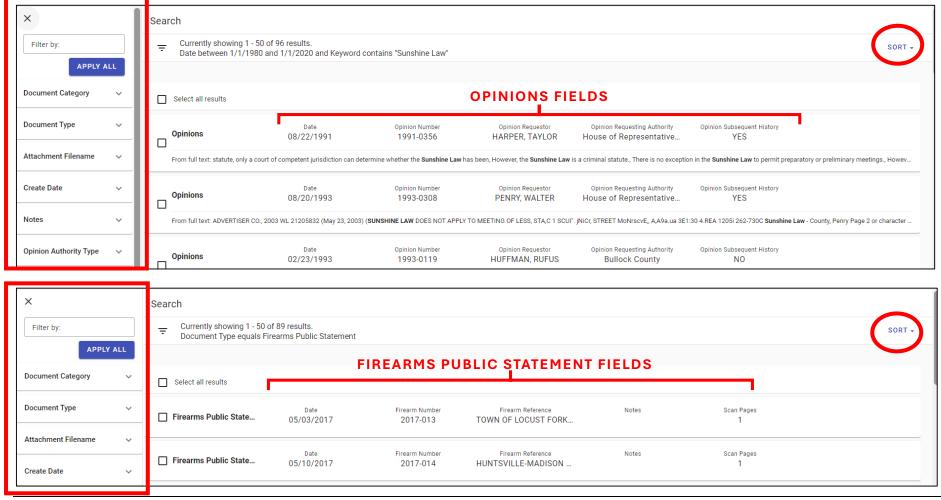
**Opinion Requesting Authority** – Entity requesting the official Opinion.

Page 1 of 4 Rev. 5/8/2024

#### **Search Results Screen**

- Additional filters will appear on the left of the screen. They change depending on the document type.
- Search results will display the following document fields:
  - Opinion: Date, Number, Requestor, Requesting Authority and Subsequent History
  - Firearms Public Statement: Date, Number, Reference, Notes and Page count.
- The "Sort" button can be used to sort the results.

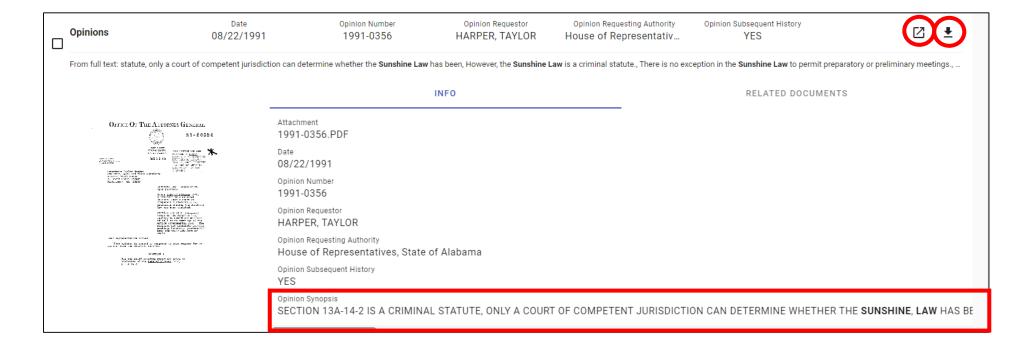
#### **FILTERS**



Page 2 of 4 Rev. 5/8/2024

# Office of the Attorney General of Alabama – Official Opinions/Firearms Public Statements

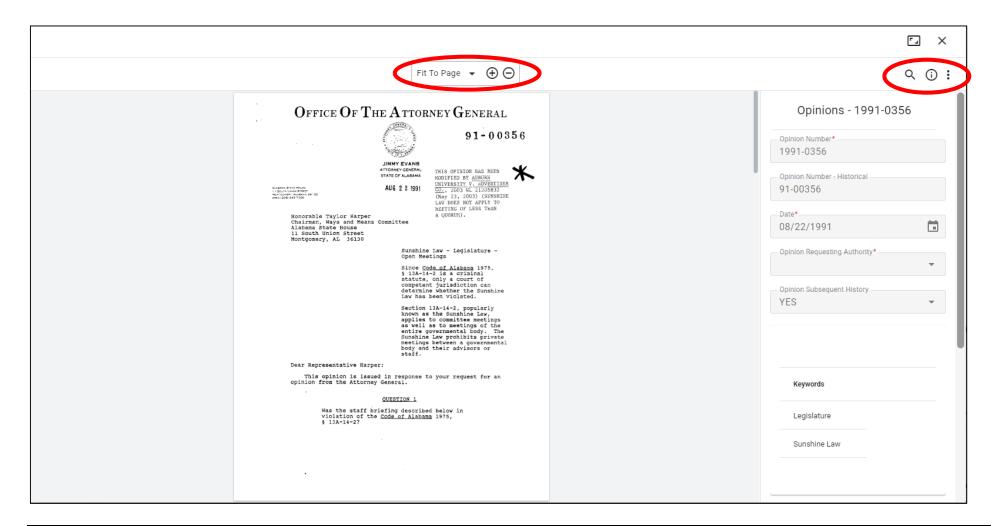
- Left click on a record to select and view more information/options.
  - Open the document.
  - Download the document.
  - If applicable, view the Opinion Synopsis.



Page 3 of 4 Rev. 5/8/2024

## **Open Document Window**

- The document will appear allowing users to modify the size of the view.
- The magnifying glass or "Expand Search Panel" button will allow for further searching of the document.
- The information button will show all document data fields.
- The ellipses or "Open Actions" button will allow users to print or download the document.



Page 4 of 4 Rev. 5/8/2024