

# Practitioner FAQs

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## General

### What is Practitioner™?

Practitioner is the only California-specific legal know-how solution. Practitioner's how-to guides, strategy notes, charts and checklists, and annotated attorney-drafted documents are organized in intuitive Workflows that guide you through your legal matter from start to finish. Plus, you still get access to the primary law research and secondary sources you know and love.

### How is Practitioner different than OnLAW® Pro?

Practitioner includes an extensive collection of know-how resources, as well as all the resources and primary law included in OnLAW Pro.

### What are Practitioner's know-how resources?



#### Workflows

A chronological overview of the major steps and tasks needed in a particular type of case or legal matter. Allows you to see at a glance what work to do now, while anticipating the work and issues that are coming next.



#### How-To Guides

Step-by-step **procedural guidance** on how to perform a specific legal task or approach a certain issue. Includes judge's perspectives, cautions, and practice notes, as well as county-level procedural guidance where appropriate.



#### Strategy Notes

Outline the key strategic and tactical considerations that practitioners should take into account when approaching a specific legal task or substantive legal topic.



#### Charts & Checklists

Quick overviews of key tasks and outlines of statutes of limitations, relevant jury instructions, and more.



#### Annotated Standard Documents

Downloadable, high-quality templates, forms, and standard clauses, annotated by California attorneys and judges to let you know how, when, and why to adapt the language or use alternative clauses.

## Does Practitioner include access to primary law and CEB's TrueCite® case law citator?

Yes! Here's a list of the primary law that we currently have:

Cases	About CEB Case Law Coverage	Statutes	Rules
	CEB's case law database includes coverage of the following courts and time periods:		
		<b>California Codes 2025</b>	<b>California Constitution</b>
		<b>Business and Professions Code</b>	<b>Preamble</b>
		<b>Civil Code</b>	<b>Article I. Declaration of Rights</b>
		<b>Code of Civil Procedure</b>	<b>Article II. Voting, Initiative and Referendum, and Recall</b>
		<b>Commercial Code</b>	<b>Article III. State of California</b>
		<b>Corporations Code</b>	<b>Article IV. Legislative</b>
		<b>Education Code</b>	<b>Article V. Executive</b>
		<b>Elections Code</b>	<b>Article VI. Judicial</b>
		<b>Evidence Code</b>	<b>Article VII. Public Officers and Employees</b>
		<b>Family Code</b>	<b>Article IX. Education</b>
		<b>Financial Code</b>	<b>Article X. Water</b>
		<b>Fish and Game Code</b>	<b>Article X A. Water Resources Development</b>
		<b>Food and Agricultural Code</b>	<b>Article X B. Marine Resources Protection Act of 1990</b>
		<b>Government Code</b>	<b>Article XI. Local Government</b>
		<b>Harbors and Navigation Code</b>	<b>Article XII. Public Utilities</b>
		<b>Health and Safety Code</b>	<b>Article XIII. Taxation</b>
		<b>Insurance Code</b>	<b>Article XIII A. [Tax Limitation]</b>
		<b>Labor Code</b>	<b>Article XIII B. Government Spending Limitation</b>
		<b>Military and Veterans Code</b>	<b>Article XIII C. [Voter Approval for Local Tax Levies]</b>
		<b>Penal Code</b>	<b>Article XIII D. [Assessment and Property-Related Fee Reform]</b>
		<b>Probate Code</b>	<b>Article XIV. Labor Relations</b>
		<b>Public Contract Code</b>	<b>Article XV. Usury</b>
		<b>Public Resources Code</b>	<b>Article XVI. Public Finance</b>
		<b>Public Utilities Code</b>	<b>Article XVIII. Amending and Revising the Constitution</b>
		<b>Revenue and Taxation Code</b>	<b>Article XIX. Motor Vehicle Revenues</b>
			<b>California Rules of Court</b>
			<b>Title One. Rules Applicable to All Courts</b>
			<b>Title Two. Trial Court Rules</b>
			<b>Title Three. Civil Rules</b>
			<b>Title Four. Criminal Rules</b>
			<b>Title Five. Family and Juvenile Rules</b>
			<b>Title Six [Reserved]</b>
			<b>Title Seven. Probate Rules and Mental Health Rules</b>
			<b>Title Eight. Appellate Rules</b>
			<b>Title Nine. Rules on Law Practice, Attorneys, and Judges</b>
			<b>Title Ten. Judicial Administration Rules</b>
			<b>Standards of Judicial Administration</b>
			<b>Ethics Standards for Neutral Arbitrators in Contractual Arbitration</b>
			<b>Appendices</b>

## Does Practitioner allow me to copy with cite so I can paste into another document?

Yes. Copy with cite is available for cases, statutes, and secondary sources. You can choose between California Style Manual and Blue Book style for your citations. [Watch the video.](#)

## Does Practitioner have customized printing?

Yes. Practitioner allows you to print or download customized sections of secondary sources, so you don't have to print the entire chapter.

For Practitioner's Standard Documents, you can also choose to download Word templates with or without guidance comments and annotations. [Watch the video.](#)

## System requirements for Practitioner

- ✔ Active internet connection.
- ✔ Web browser.
- ✔ We officially support Windows and Mac desktop versions of the following browsers updated within the past year:
  1. Microsoft Edge
  2. Firefox
  3. Chrome
  4. Safari

## Searching

### Can I use natural language searching in Practitioner?

Yes. Our best-in-class legal search does a great job of understanding legal phrases and concepts and returning the most relevant results.

### Does CEB have autocomplete or typeahead search assistance in Practitioner?

Typeahead is available for both primary law and secondary source lookups.

### Does Practitioner support Boolean terms and connectors?

Yes. You can use Boolean terms and connectors when searching primary law, secondary sources, or know-how in Practitioner.

Connector	Description	Example
AND &	Both terms are found	disability AND discrimination
OR (space)	Either term is found	discharge OR expel
NOT BUT NOT %	Term must not be found	sex NOT gender
" ___ "	Exact phrase match	"strict liability"
/s w/s	Terms are found within the same sentence	reasonable /s person
/p w/p	Terms are found within the same paragraph	fraud /p inducement
/n w/n	Terms are found within <i>n</i> words of each other	liability /5 insurance
+s pre/s	Terms are found within the same sentence and in order	unlawful +s detainer
+p pre/p	Terms are found within the same paragraph and in order	malicious +p intent
+n pre/n	Terms within <i>n</i> words of each other and in order	wrongful +10 termination
( ___ )	Grouping terms	(untrue OR pretextual) /p (decision OR action)

Practitioner automatically matches some common variants:

Description	Example	Matches
Singular matches plural and possessives	city	city, cities, city's, cities'
Hyphenated term matches all compound words	at-will	atwill, at will, at-will

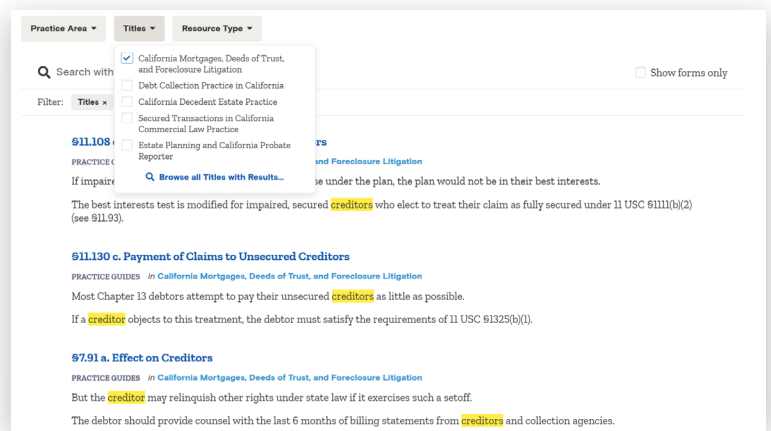
Wildcards let you match other variants:

Wildcard	Description	Example	Matches
....!	Matches any number of additional letters at the end of a search term	school!	school, schools, schooling, schoolhouse
... * ...	Matches one letter	withdr*w	withdraw, withdrew


## Can I search within titles?

Yes, when you search in Secondary Sources, you can filter your search results by one or more of our titles by checking a box in the left pane, or by clicking the title within the results.

Watch the video.



## Can I access my search history?

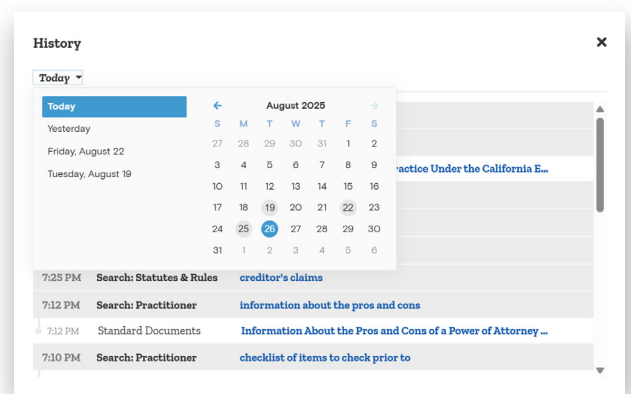
Yes. Look for this icon  at the top right of your screen to access your search history.

Watch the video.



## Can I view my search history for specific dates?

Yes. Click on *Today* in your search history window to reveal the calendar and search for a specific date.



# Bookmarks in Practitioner

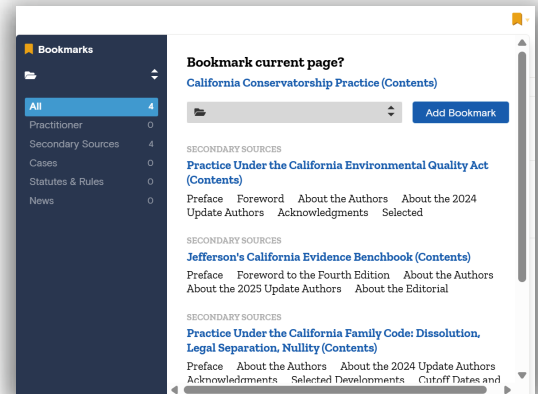
## Can I bookmark CEB content and save it to folders?

Yes! CEB offers folders and bookmarks to help you organize your research.

[Watch the video.](#)

## How do I bookmark a document?

Click the bookmark icon on the top right of your window to save and organize the pages and materials that are useful to you. From there, you can save your document by clicking the "Add Bookmark" button. Save your document to an existing folder or create a new folder to organize your bookmarks by topic, matter or client.

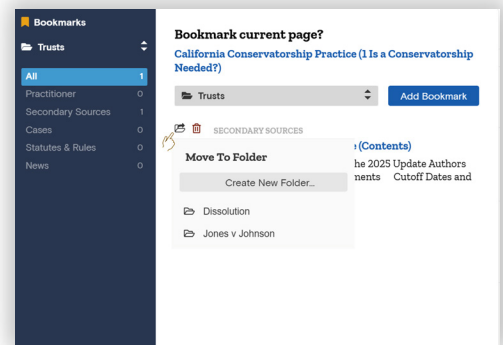


## How do I find and use my existing bookmarks?

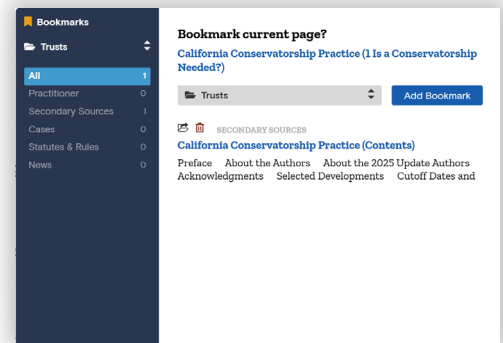
Use the same yellow bookmark icon at the top of your screen. From there, you can navigate through your folders on the left to find the bookmark you need.

## Can I move or delete a bookmark?

Yes, you can. To move a bookmark, click the small folder icon above the bookmark you'd like to move.



To delete a bookmark, hover over the bookmark you'd like to delete, and click the small red trash icon that appears or click the delete button.



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