



## <INTRODUCTION>

AspenLaw Studydesk is a **software tool that puts all of your class notes, case briefs, and other information at your fingertips.**

### Why it works...

AspenLaw Studydesk enables you to:

1. **Organize** your information with **templates** and **filing tools**
2. **Integrate** Aspen Publishers eBooks and utilize the application's **Legal Concepts** index to link from your notes to terms and definitions in the eBook content
3. **Succeed** in law school with built-in study tools, such as **flashcards** and **quizzes**, that you can create from your own materials

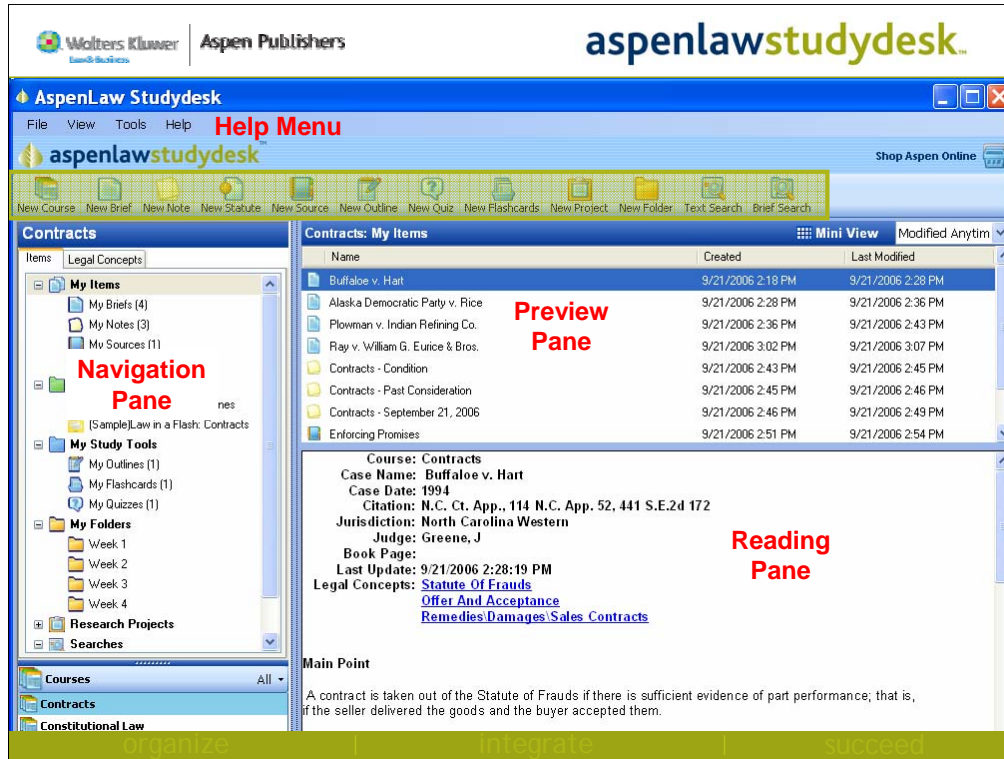
organize

integrate

succeed

## <INTRODUCTION>

AspenLaw Studydesk helps you keep all of your law school information organized with **templates** and **filing tools**. You can also **integrate** Aspen Publishers eBook study aids into the software as reference tools and use the application's **Legal Concepts** index to link from your notes to terms and definitions in the eBooks, and you can use the software's self-assessment study tools, such as **flashcards** and **quizzes** to study for exams.



## <MAIN SCREEN OVERVIEW>

Let start by taking a look at the application's main screen.

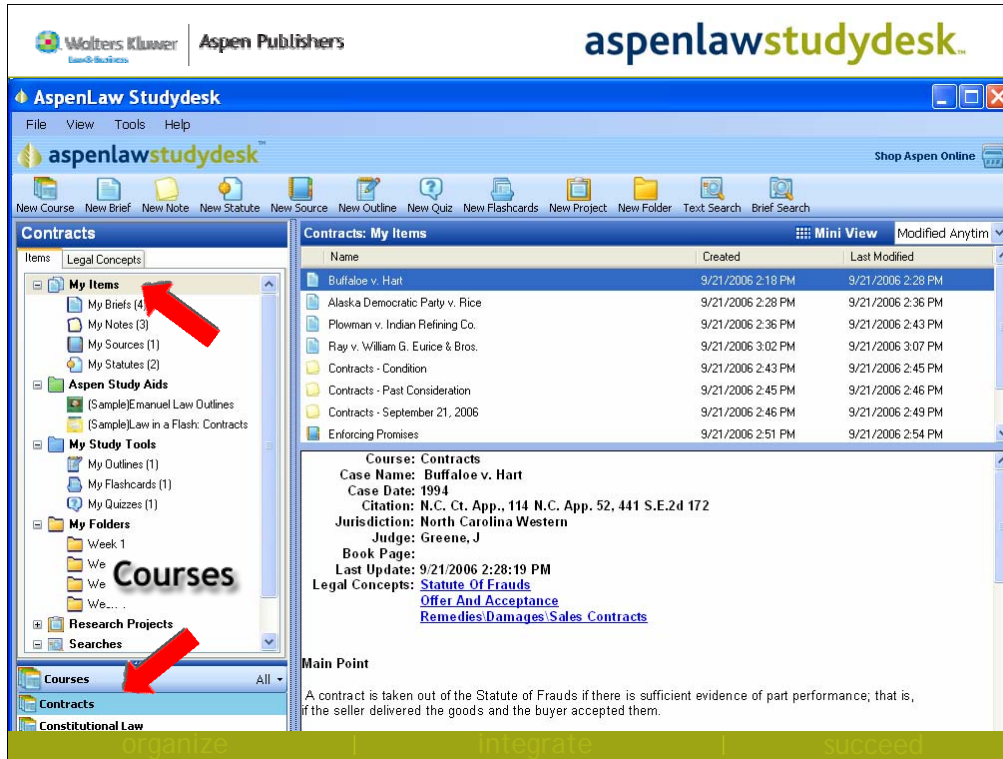
The **Toolbar** in the top navigation allows you to access all the templates, study tools and more.

The **Navigation Pane** is where your data is stored.

The **Preview Pane** is where your documents are displayed.

The **Reading Pane** is where the content within your selected document is displayed for reading and editing.

The **Help Menu** provides you with clear, step-by-step instructions for using each of the elements in AspenLaw Studydesk.



## <MAIN SCREEN OVERVIEW>

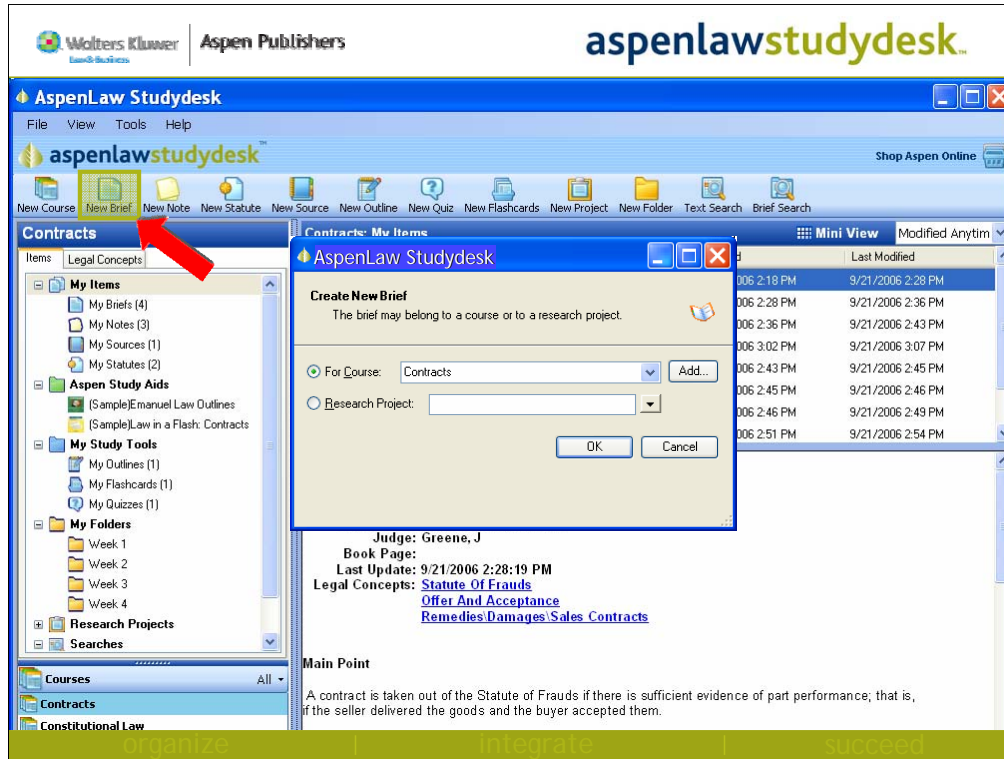
Your main first-year law courses come pre-populated in the Course Navigation in the lower left corner.

The items you create for each course are stored under **My Items**.

**Templates and a systematic filing system keep you organized!**



Let's take a closer look at some of the templates.

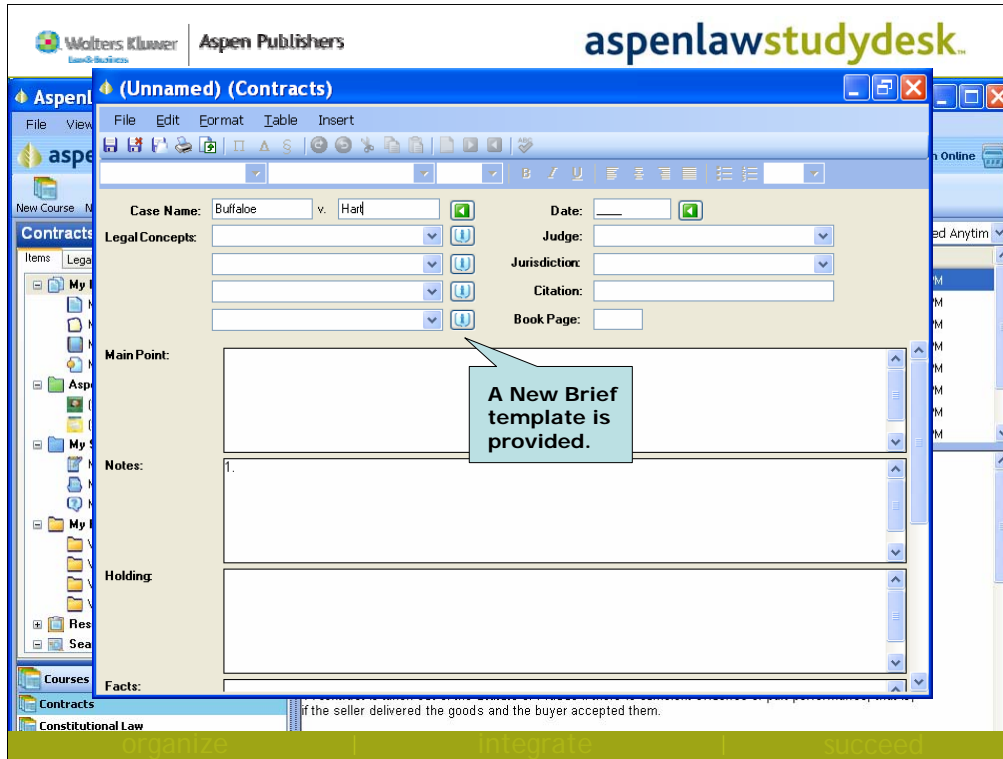


## <NEW BRIEF>

**Starting with the briefing template, let's open a New Brief window.**

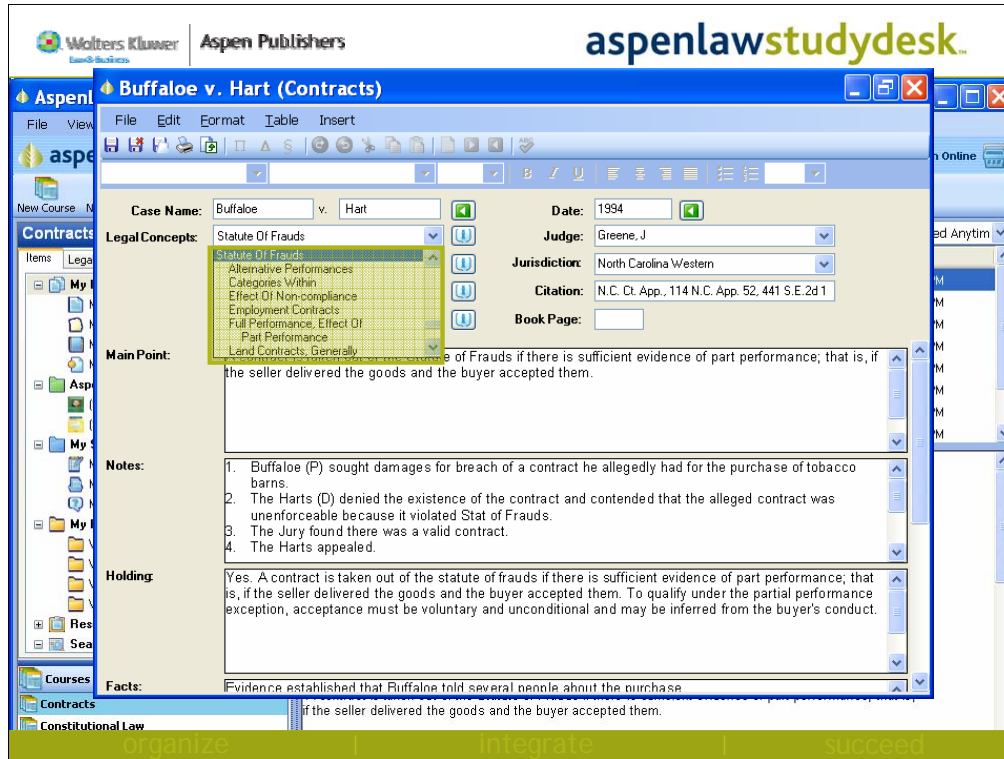
Clicking the New Brief icon in the top toolbar prompts you to make selections for the course you are studying. This is the software's way of filing your materials. Whenever you create a new item, it is automatically saved in the appropriate folder within the course and year that is selected.

For example, the item we are creating in the screen above will be saved in the My Briefs folder in the Contracts course.



## <NEW BRIEF>

The **briefing template** contains all the important pieces you need to include in **your brief**, providing a consistent format for all your briefs and the notes you keep in them.

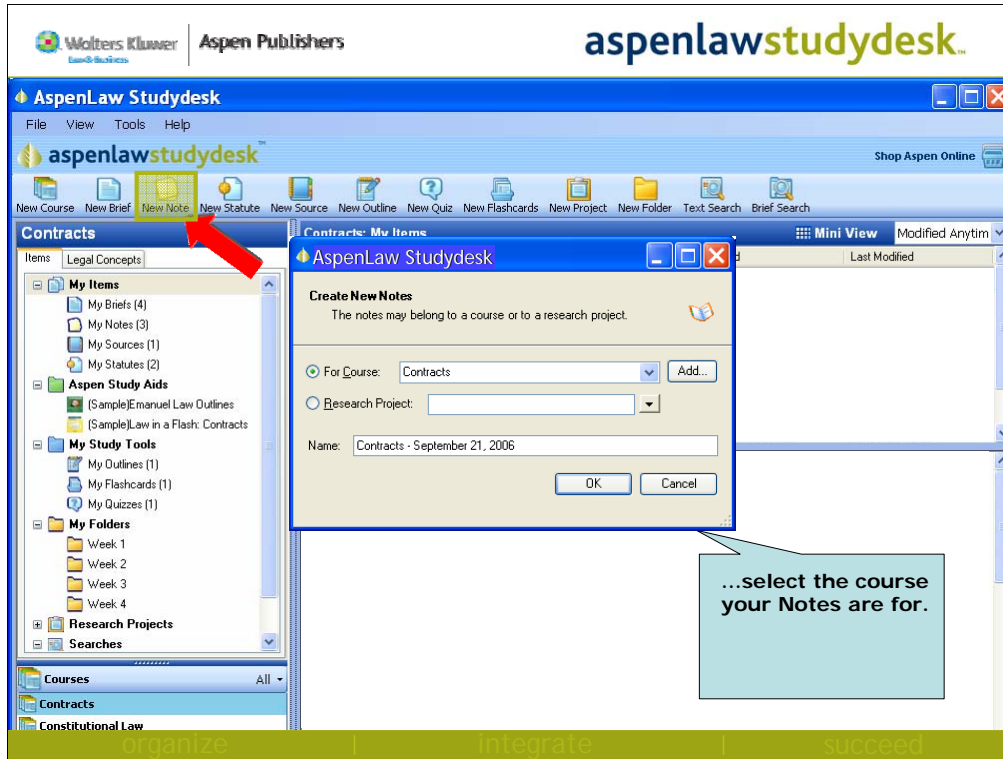


## <NEW BRIEF>

Note the field for “Legal Concepts”. This is an important index of legal terms that we will cover in a few minutes.

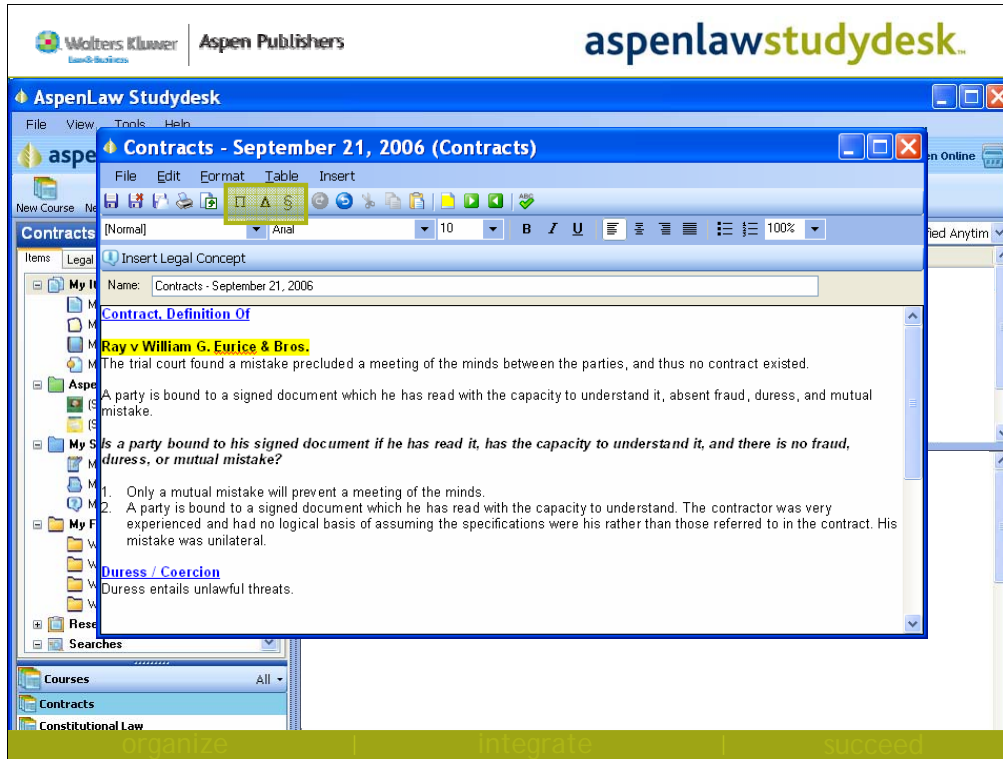
**This template can be modified to suit your professor’s preferred briefing style.**

Keep the information in these fields as accurate and complete as possible because they provide the information for your quizzes and flashcards within the application later in the semester. The more information you learn and enter, the more material you have to study from.



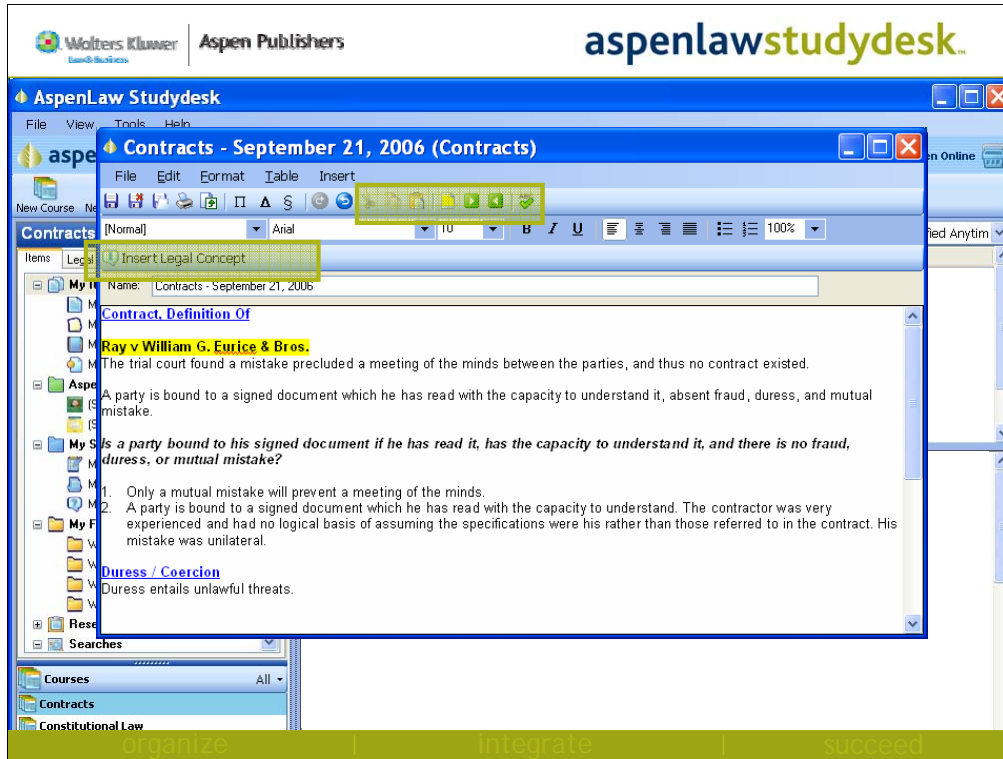
## <NEW NOTE>

As with the New Brief, when you open a New Note, you'll confirm the course area. Then you can start taking your notes within the word processing screen.



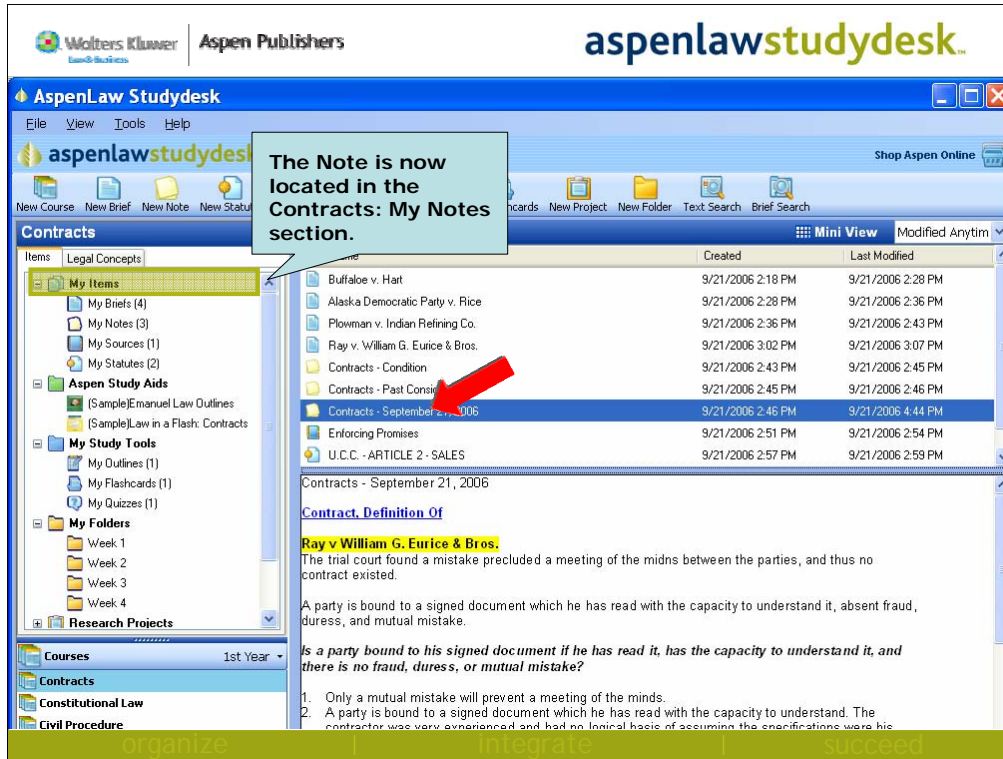
### <NEW NOTE>

In the New Note template, there are **special symbols specific to studying the law**. Note the icons for Plaintiff, Defendant, Section in the screen image shown above.



### <NEW NOTE>

You will also find **formatting tools**, including **highlight**, **copy**, **paste**, and **spell check**, as well as the option to insert a **Legal Concept**.

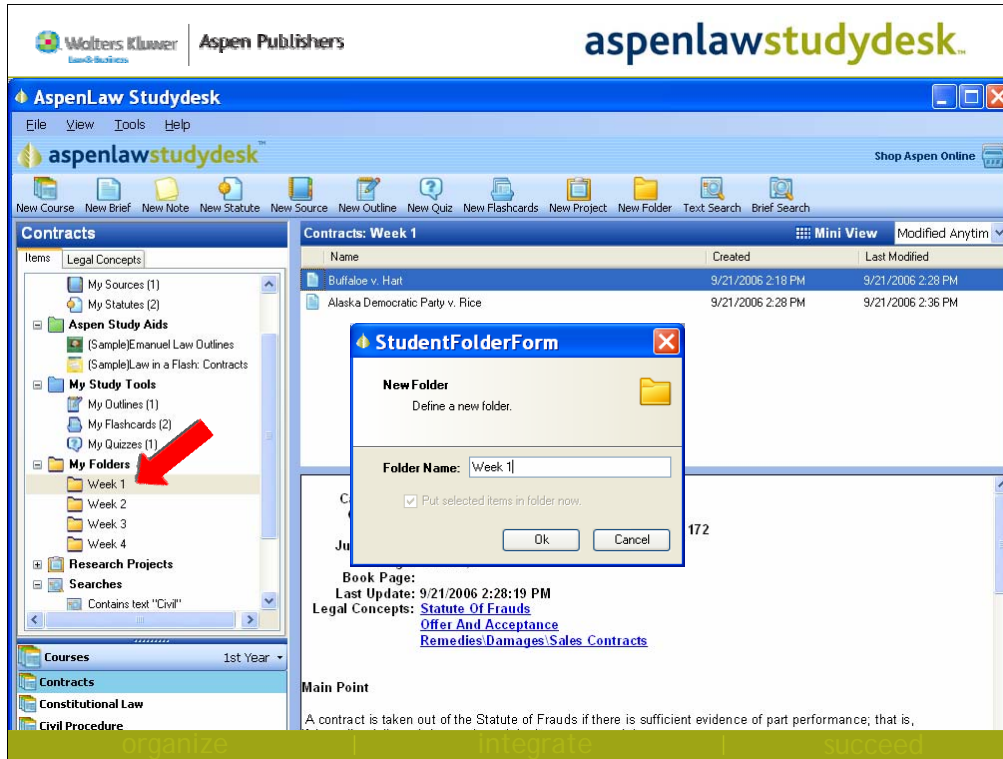


## <NEW NOTE>

When you save and close, your notes are stored under the My items folder, just as the Briefs are.

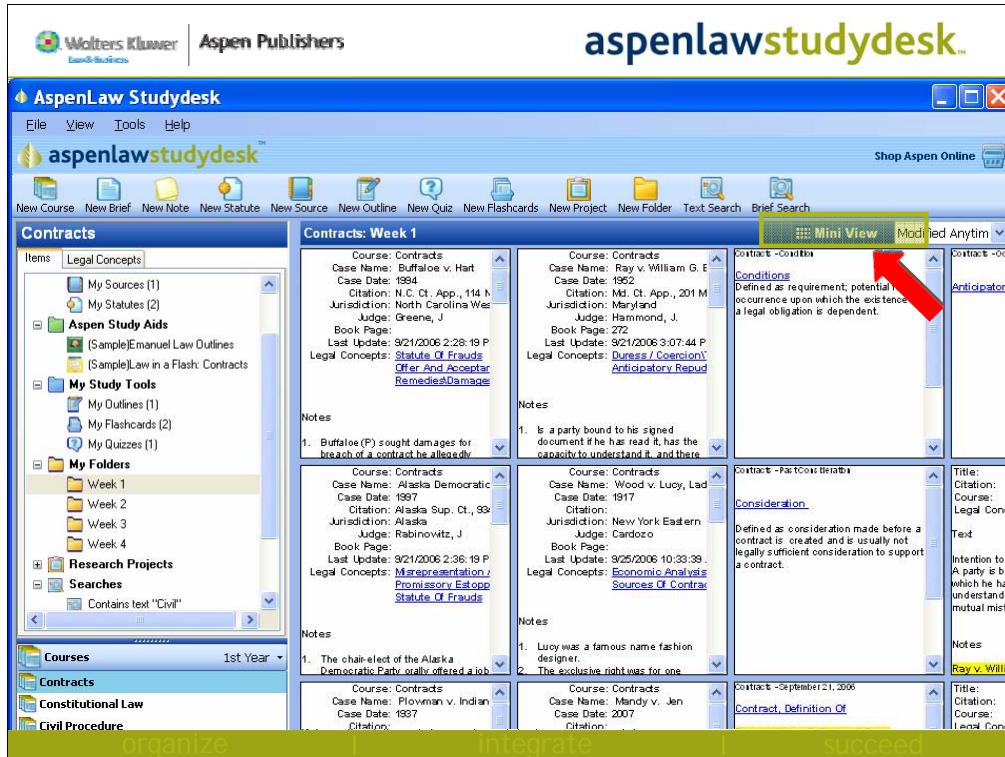
Whenever you highlight a folder in the Navigation Pane, you will see a list of the items it contains in the Preview Pane and the information of any item selected appears below in the Reading Pane.

There is also a template for saving statutes as well as a source template for miscellaneous information you may want quick access to.



## <NEW FOLDER>

You can also create **your own folders to store documents** for class if you find it easier than browsing through the My Items folders. Just right click any document within "My Items" and choose "Save to Folder". You'll have the option to create a new folder or you can save to an existing folder.



## <MINI VIEW>

The Mini View feature lets you view a set of documents at a glance. This is useful for finding case information quickly during class discussions.

As an example of how you can use this feature, let's say you have created case briefs in AspenLaw Studydesk for your next class. You could store the briefs in a new folder to have them readily available. Then during class, select the folder you prepared and click **MiniView** in the upper right corner. This displays thumbnails of all the items contained in the selected folder. When your professor mentions a case name or topic, you can double-click the appropriate thumbnail to display your information in full screen view.

*templates  
and  
systematic  
filing tools*

**Templates and filing tools help you gain control over your study content**

- Templates help you maintain a uniform format for your notes and briefs.
- Filing tools allow you to store and sort material by course and year
- Mini View gives you fast access to information in class

organize

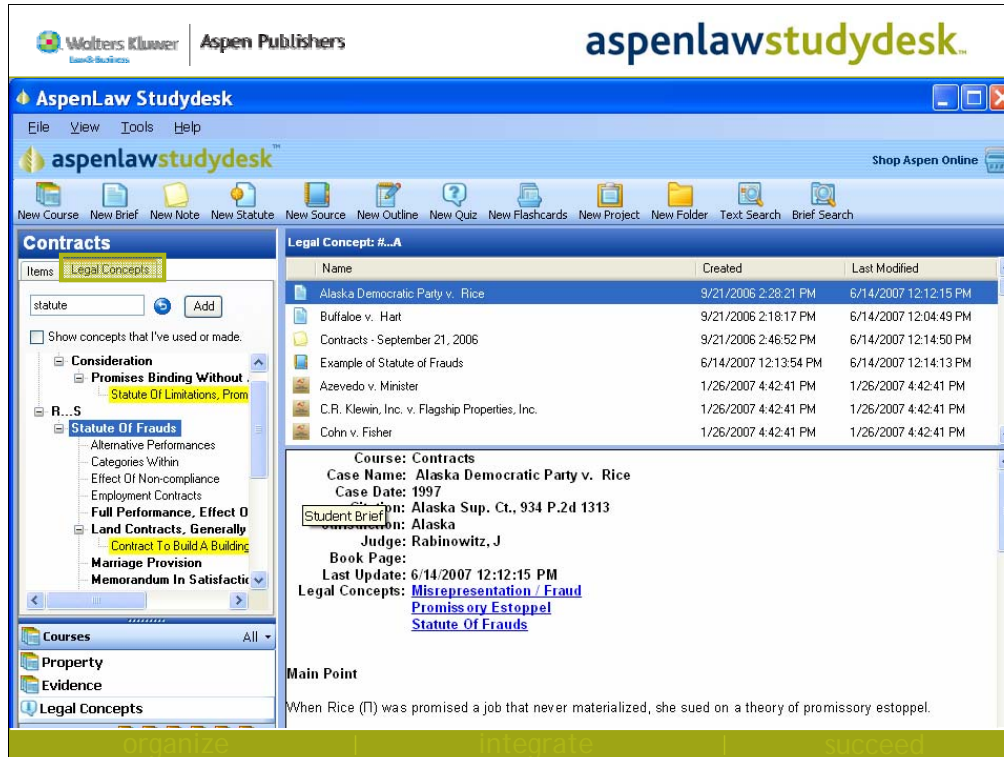
integrate

succeed

**Legal Concepts connect ideas!**



Next, Let's take a closer look at how the Legal Concepts index works.



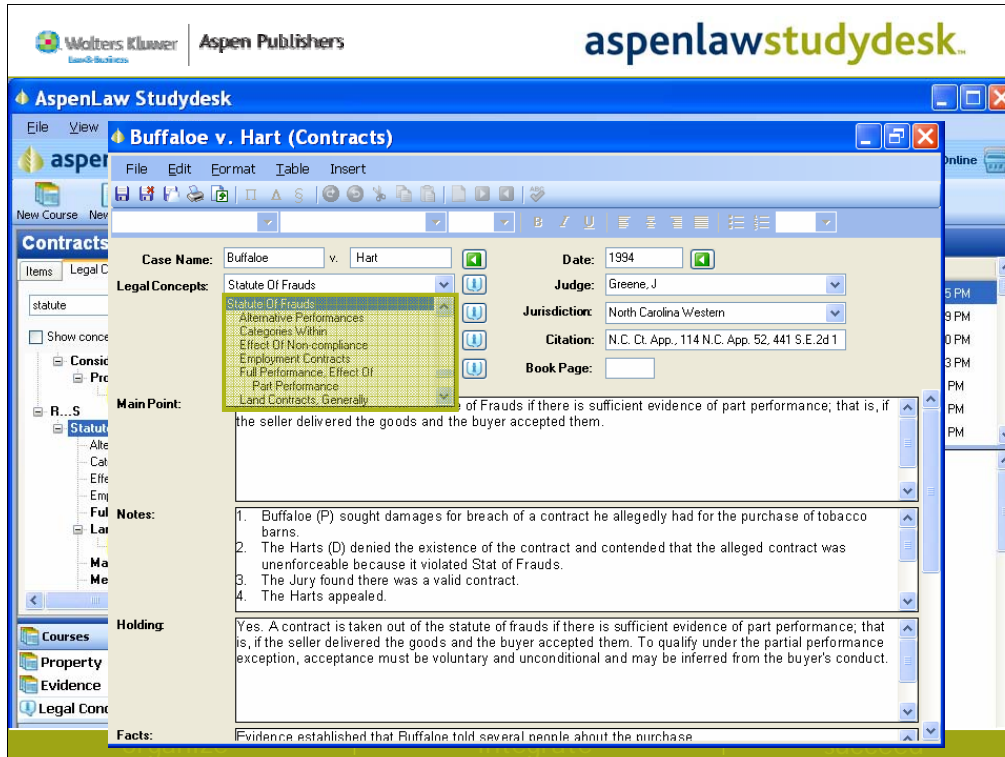
## <LEGAL CONCEPTS>

The Legal Concepts index in AspenLaw Studydesk ties your information together and lets you utilize your notes in a dynamic way.

**A Legal Concept is simply a legal topic – any topic you are studying at the moment.** For example, in your Criminal Law course, your Legal Concepts will include Arson and Burglary. An alphabetized index of these legal terms come preprogrammed in the application. **To see the list of terms for your course, click the “Legal Concepts” tab in the left navigation.** This is the same index that appears in the software’s New Brief and New Note templates, allowing you to assign relevant topics the documents you create.

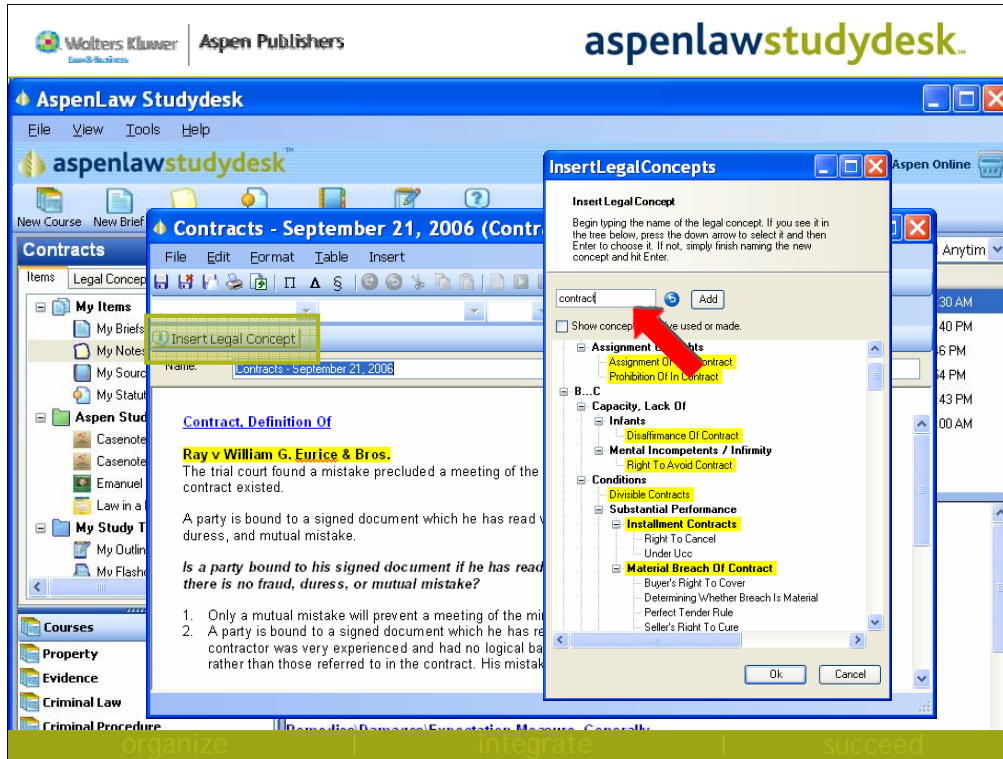
Tagging your notes and briefs with Legal Concepts will enable you to:

- Search for information in your database according to the Legal Concepts you assign.
- Link from the Legal Concepts in your notes directly to terms and definitions in Aspen Publishers’ eBooks.
- Transform your work into interactive study tools, such as quizzes and flashcards, so you can test yourself on the specific topics you learn in class.



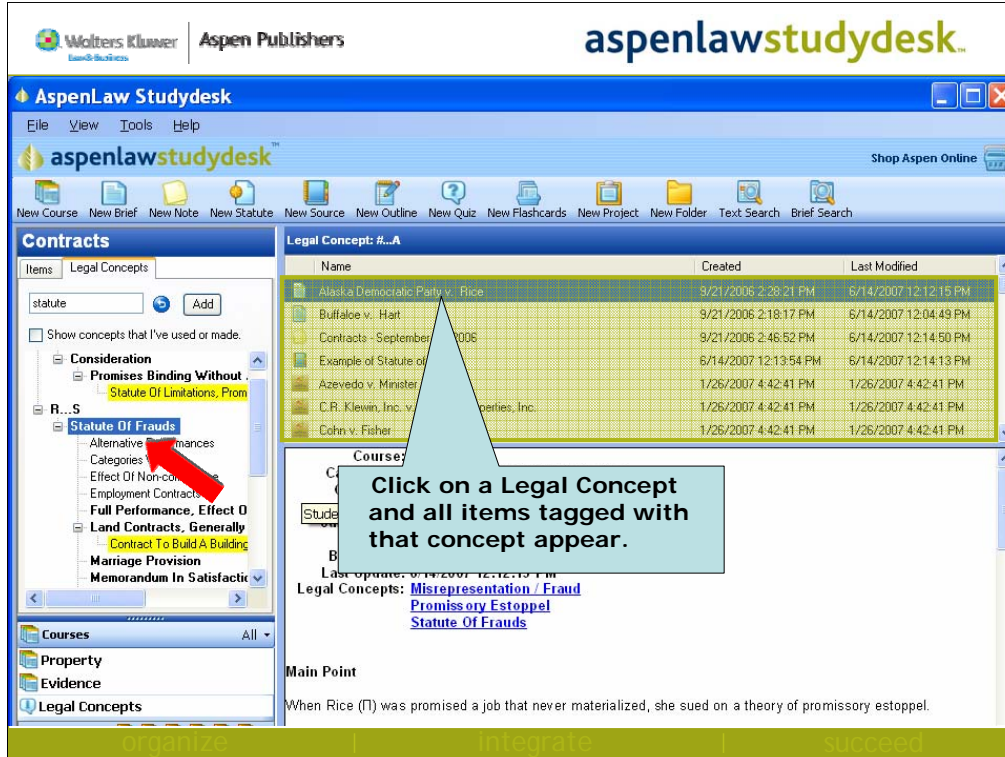
## <LEGAL CONCEPTS>

Here's another look at the Legal Concepts field in the New Brief template. To assign a Legal Concept to this Brief, just click the field that says Legal Concepts, start typing the topic you want, and AspenLaw Studydesk will show you the matches as you type.



## <LEGAL CONCEPTS>

In the New Note template, just click on the button that says **Insert Legal Concept** and the list will pop-up. Again, just start typing the legal concept you want, and AspenLaw Studydesk will show you the matches as you type.



Walters Kluwer Aspen Publishers aspenlawstudydesk

AspenLaw Studydesk

File View Tools Help

Shop Aspen Online

New Course New Brief New Note New Statute New Source New Outline New Quiz New Flashcards New Project New Folder Text Search Brief Search

**Contracts**

Items Legal Concepts

statute Add

Show concepts that I've used or made.

Consideration

Promises Binding Without

Statute Of Limitations, Prom

R...S

Statute Of Frauds

Alternative Remedies

Categories

Effect Of Non-compliance

Employment Contracts

Full Performance, Effect Of

Land Contracts, Generally

Contract To Build A Building

Marriage Provision

Memorandum In Satisfactio

Courses

Property

Evidence

Legal Concepts

**Legal Concept: #...A**

Name	Created	Last Modified
Alaska Democratic Party v. Rice	9/21/2006 2:28:21 PM	6/14/2007 12:12:15 PM
Buffalo v. Hart	9/21/2006 2:18:17 PM	6/14/2007 12:04:49 PM
Contracts - September 2006	9/21/2006 2:46:52 PM	6/14/2007 12:14:50 PM
Example of Statute of	6/14/2007 12:13:54 PM	6/14/2007 12:14:13 PM
Azevedo v. Minister	1/26/2007 4:42:41 PM	1/26/2007 4:42:41 PM
C.R. Kiewit, Inc. v.	1/26/2007 4:42:41 PM	1/26/2007 4:42:41 PM
Cohn v. Fisher	1/26/2007 4:42:41 PM	1/26/2007 4:42:41 PM

Course:

Legal Concepts: [Misrepresentation / Fraud](#)  
[Promissory Estoppel](#)  
[Statute Of Frauds](#)

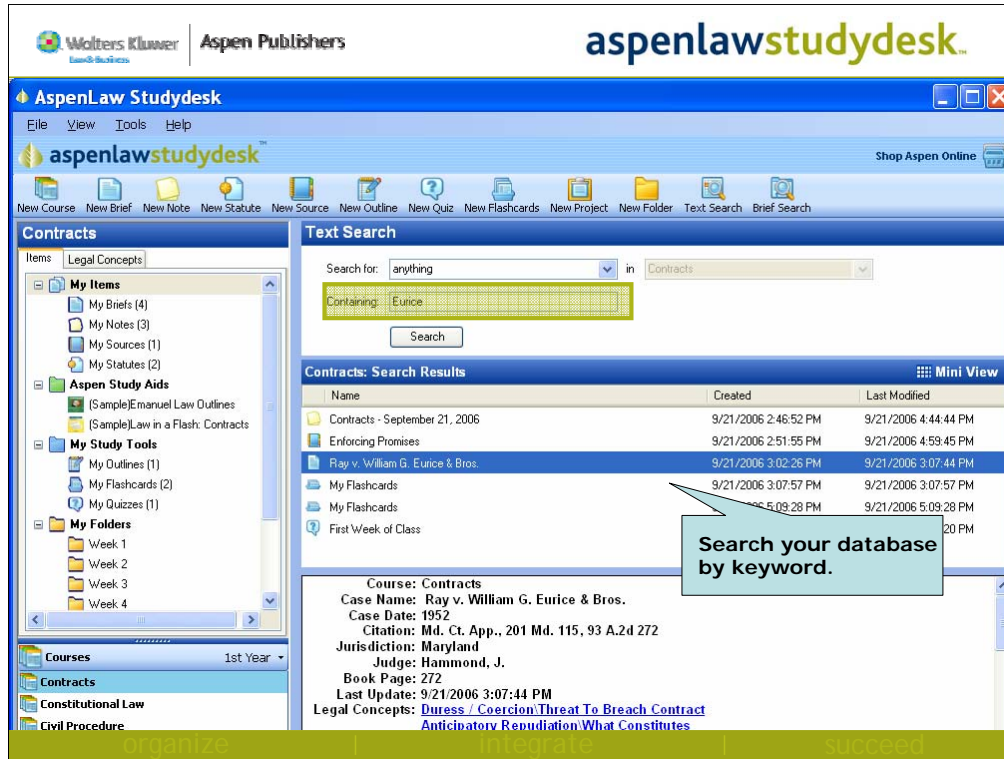
Main Point

When Rice (IT) was promised a job that never materialized, she sued on a theory of promissory estoppel.

Summarize Integrate Success

## <LEGAL CONCEPTS>

If you want to look up a concept, select from the list of Legal Concepts in the left navigation. Everything you have in the application that is associated with that concept will appear in the Preview Pane.



## <SEARCH>

AspenLaw Studydesk has a search function that helps you search your database using keywords or phrases. Use the Text Search tool to find any terms or phrases in your Briefs, Notes, Statutes, Sources, or eBook study aids.

In the example above, we remembered the word “Eurice” from one of our cases. Entering the word “Eurice” in the “Containing” field returns everything we have in AspenLaw Studydesk regarding the case.

When you do a search, the software will retrieve any relevant information from your own notes as well as related material from any eBooks that you have in the software.

*legal concepts  
indexing  
and search  
capabilities*

**Legal concepts** and **search tools** let you utilize your information in a dynamic way

- Tag notes with relevant topics for one-click access to information
- Instantly from your notes to your eBooks for more information about topics
- Search your database by keyword

organize

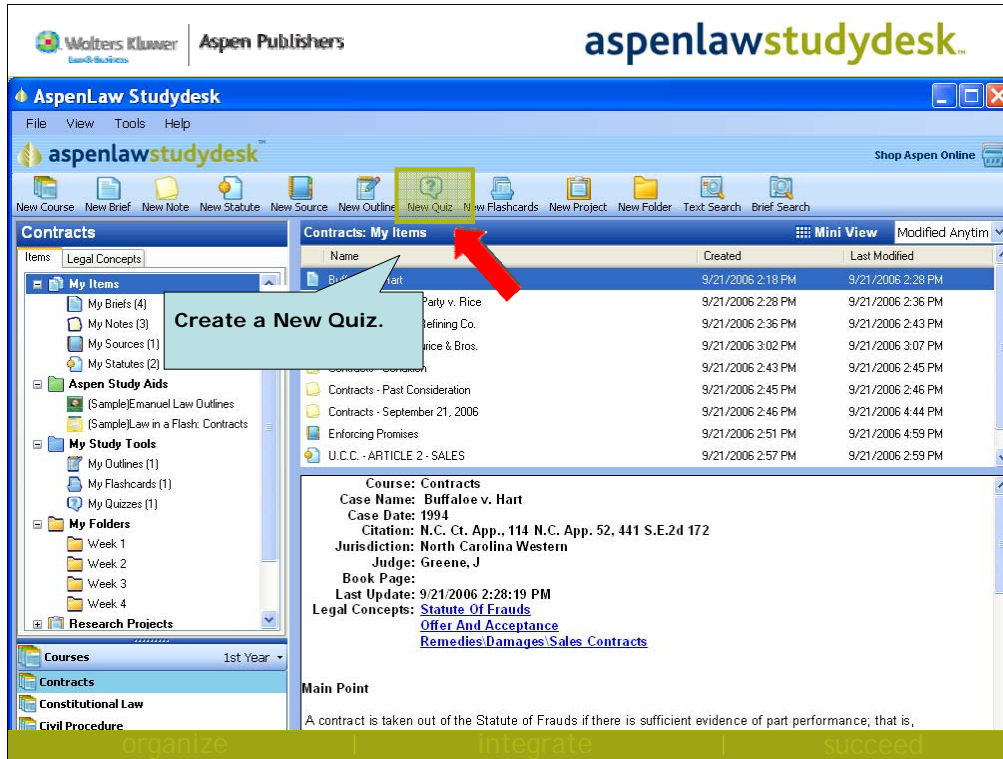
integrate

succeed

**Self-assessment study tools test what you know!**

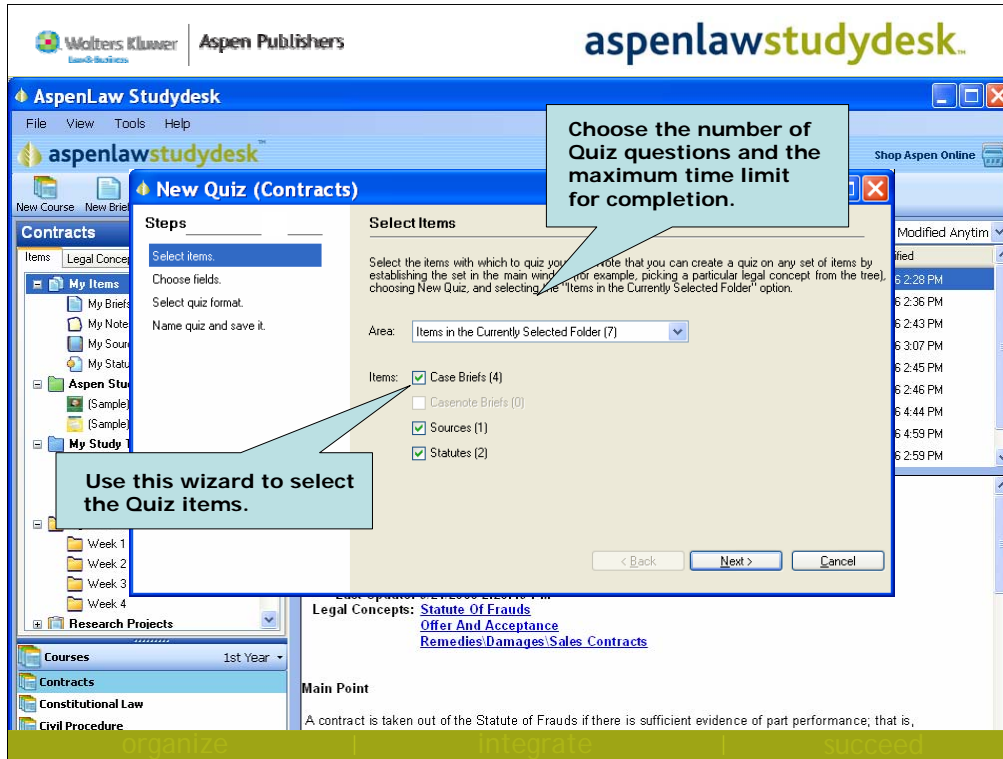


AspenLaw Studydesk has **self-assessment tools** that help you study for class and exams. Use the **Flashcard and Quiz wizards** to review the material you enter into the software, including information in your case briefs.



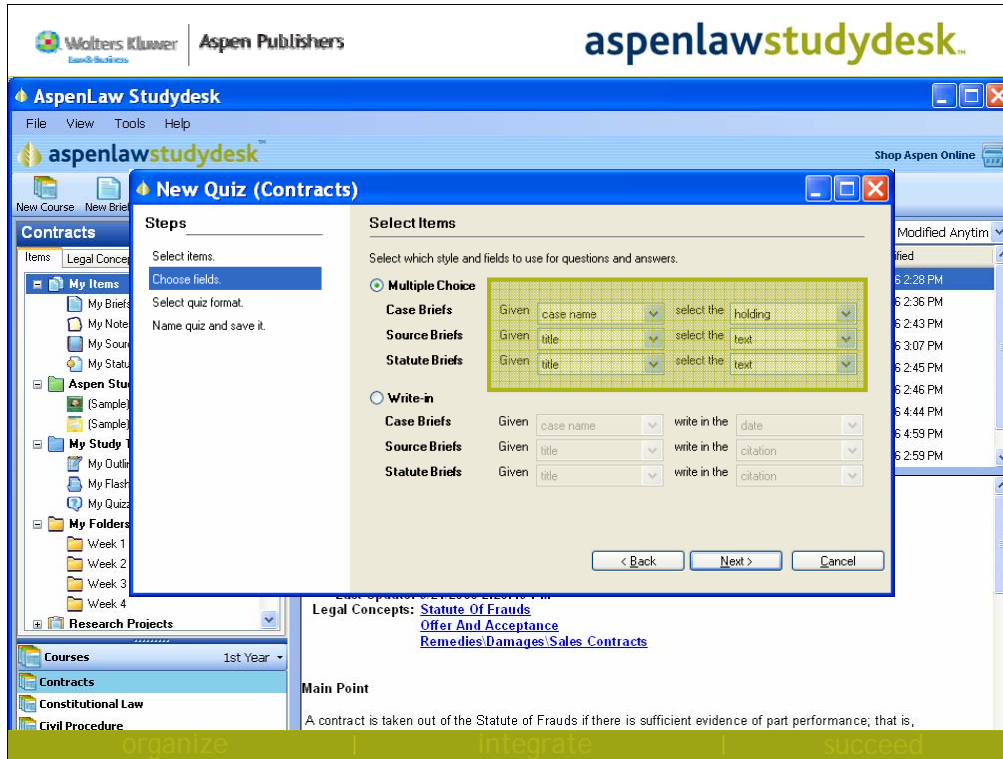
## <NEW QUIZ>

To create a quiz, click on the New Quiz button at the top.



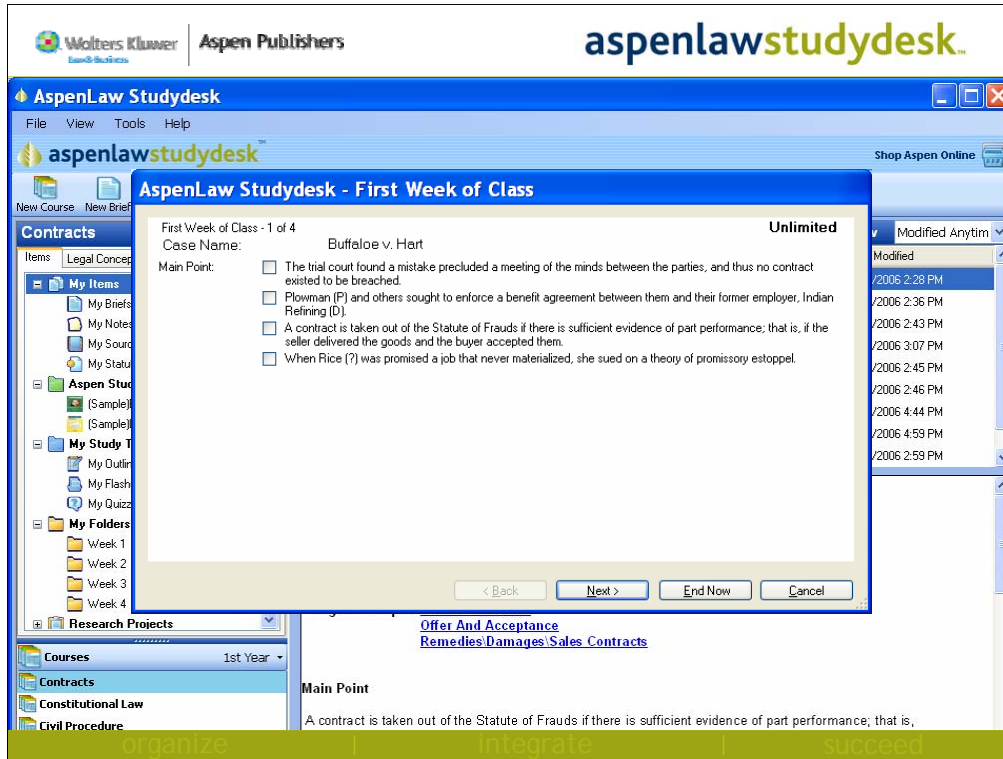
## <NEW QUIZ>

Quizzes can be taken on-screen in multiple choice or fill-in-the-blank format. Using the Quiz Wizard, you may choose the number of questions, the maximum time limit for completion, and the content you would like to include in your quiz.



### <NEW QUIZ>

You may also select which of your template fields you want to be quizzed on – such as case names, holdings, main points, Legal Concepts, etc.



**<NEW QUIZ>**

Then click NEXT and start the quiz.

Walters Kluwer | Aspen Publishers

aspenlawstudydesk

AspenLaw Studydesk

File View Tools Help

Shop Aspen Online

Contracts

Items Legal Concepts

My Items

My Briefs

My Notes

My Sources

My Status

Aspen Studydesk

(Sample)

(Sample)

My Study Tools

My Outline

My Flashcards

My Quizzes

My Folders

Week 1

Week 2

Week 3

Week 4

Research Projects

Courses 1st Year

Contracts

Constitutional Law

Civil Procedure

AspenLaw Studydesk - First Week of Class

You answered 4 out of 4 total. Of your 4 answers, you got 4 correct (100%).  
Double-click a row to review a question.

#	Question	Answered	Correct
1	Case Name: Buffalo v. Hart	Yes	✓
2	Case Name: Plowman v. Indian Refining Co.	Yes	✓
3	Case Name: Alaska Democratic Party v. Rice	Yes	✓
4	Case Name: Ray v. William G. Eureka & Bros.	Yes	✓

< Back Next > End Now Cancel

Modified Anytime

/2006 2:28 PM

/2006 2:36 PM

/2006 2:43 PM

/2006 3:07 PM

/2006 2:45 PM

/2006 2:46 PM

/2006 4:44 PM

/2006 4:59 PM

/2006 2:59 PM

Offer And Acceptance

Remedies Damages Sales Contracts

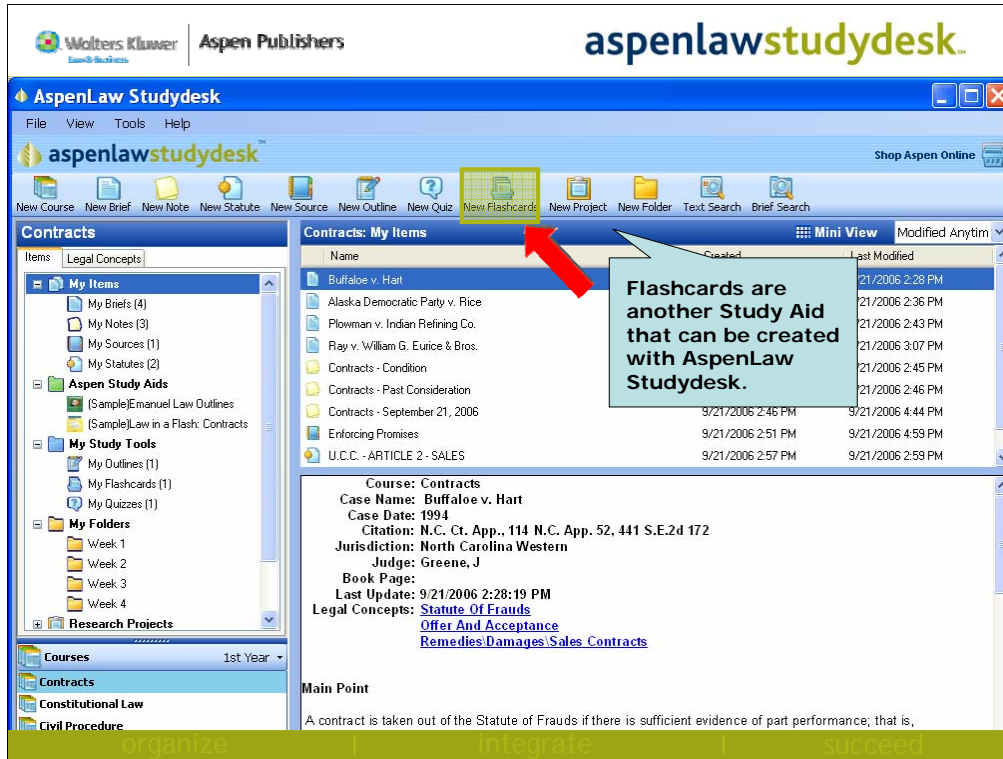
Main Point

A contract is taken out of the Statute of Frauds if there is sufficient evidence of part performance; that is,

organize integrate succeed

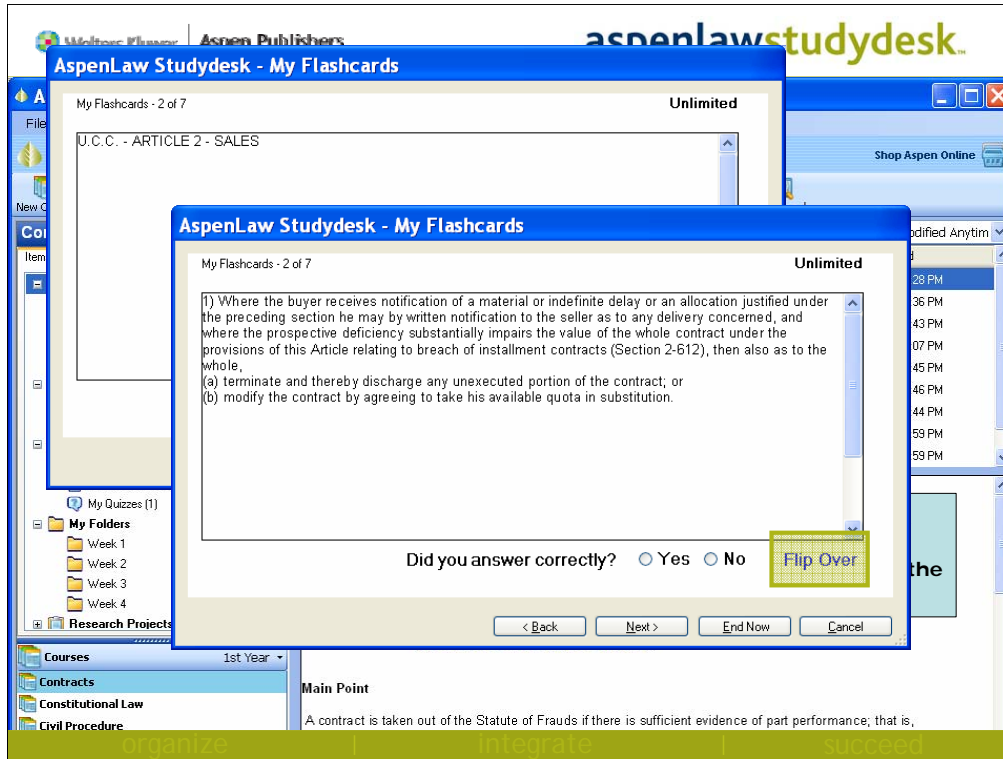
### <NEW QUIZ>

When you're finished, you can review the results. Quizzes are saved in your "My Study Tools" folder so you can repeat the quiz at a later time and compare your performance to previous scores.



## <NEW FLASHCARDS>

Use the **Flashcard Wizard** to create flashcards that can be reviewed on-screen with electronic scoring, or printed out (front and back). The Flashcard Wizard will walk you through the same options as the Quiz Wizard to determine what you would like to review and how you would like to review it.



### <NEW FLASHCARDS>

When viewing your flashcards on-screen, click “Flip Over” to see whether you got the answer right. At the end of your card deck, you will receive your score.

study tools:  
*flashcards,*  
*quizzes wizards*

**Flashcard** and **Quiz** wizards transform your notes into powerful study tools

- Create study tools from your own materials.
- Chart your progress
- Prep for exams

organize

integrate

succeed

## You're ready for success!

Address: <http://www.aspenlaw.com/learningcenter/training.asp>

**Search Digital Catalog by**  
Title, author, ISBN, keyword

**Browse Digital Catalog by**  
Study Aids Series  
Subject Areas  
Types of Products

**Download Center**  
My Downloads

**Customer Service**  
Sign-in  
Contact Us  
Store Locator

**Learning Center**  
Learning Center Home  
Frequently Asked Questions  
Training Resources

**News**  
Learn more about Aspen Publishers' print study aids

**Training**  
Brush up on your software know-how with these resources.

**User's Manual**  
Download the AspenLaw Studydesk User's Manual (PDF) or email us to request a print copy. There is also a comprehensive help menu in the application.

**Installation Instructions**  
View these helpful instructions for downloading and installing your software.

**Tutorials** - Coming Soon!

**Tips and Tricks (Expand All)**

- ✚ **Utilize Legal Concepts**
- ✚ **Import Aspen Publishers' eBooks into AspenLaw Studydesk**
- ✚ **Backup your database**
- ✚ **Customize your briefs**  
AspenLaw Studydesk's briefing template can be modified to suit your or your professor's preferred style. You can create your own fields, name them whatever you want, switch the order in which they appear, save a special version of the template for each course, and more!  
[Follow this step-by-step guide to customize your case briefs.](#)
- ✚ **Use the Quiz wizard to review course material**
- ✚ **Incorporate Aspen Publishers' eBook content into your flashcards, quizzes, and course outlines**
- ✚ **Create a directory of relevant statutes and codes**
- ✚ **Prepare for class in advance with New Folders**
- ✚ **Get ready for Socratic debate with AspenLaw Studydesk MiniView**
- ✚ **Brush up on a specific class topic using Legal Concepts**

For more information and software tips, visit the online learning center

[www.AspenLaw.com/learningcenter](http://www.AspenLaw.com/learningcenter)

organize

integrate

success