Pacific Islands Legal Information Institute
Quick Guide to Using PacLII

Topics
- Where to start?
- Browsing PacLII Materials
  - Case Decision Databases
  - Legislation Databases
  - Secondary Legal Information
- Searching PacLII Databases
- Sorting and Viewing Search Results

Where to start?

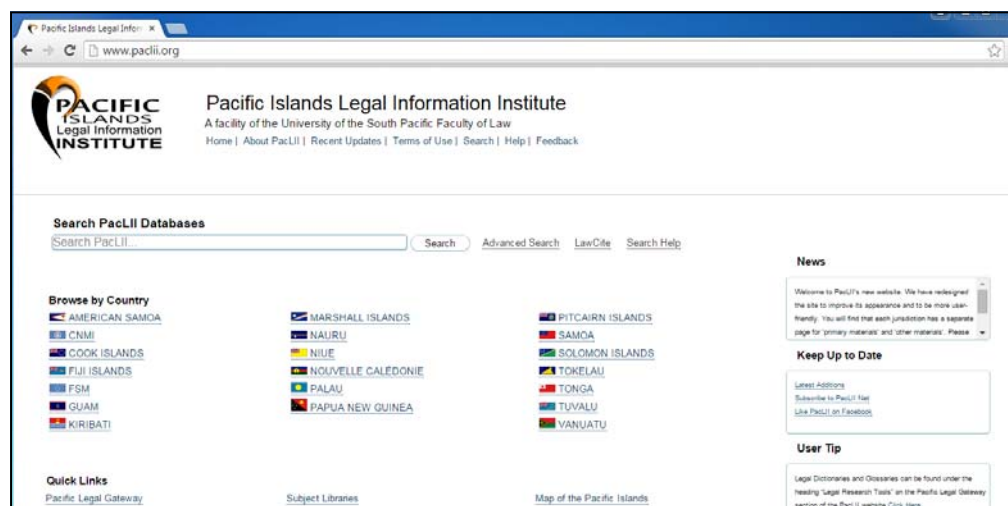If you are accessing the Internet from USP, Emalus Campus: www.paclii.org.vu
If you are accessing the Internet from outside Emalus Campus: www.paclii.org

There are two options to choose when locating information on PacLII:
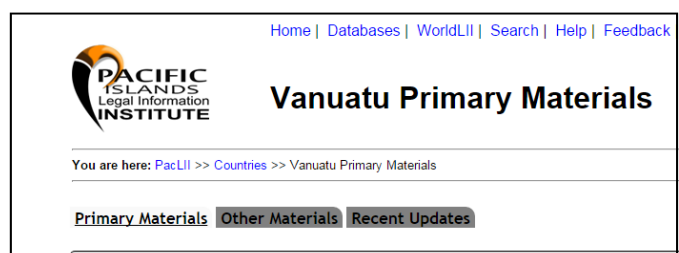- browsing, or
- searching

Browsing PacLII Materials

In the centre of the PacLII homepage, there are links to each Pacific jurisdiction that take you to a Jurisdiction page.

There are three tabs on each Jurisdiction page:
- Primary Materials
- Other Materials; and
- Recent Updates.

Browsing Case Decisions

Jurisdiction Page:

- Both reported & unreported decisions are published on PacLII

- Separate database for each level of court and tribunal

- Indexes to Law Reports are available

Court Database Page:

Browse by title of decision

Browse by year of decision

Decision Page:

Medium Neutral Citation

Parallel Citation

Name of decision

Date of decision

Investigating the Case History

In the list of links at the top of the court Decision page, there is a link to the case history available on the LawCite citator. *Note: citations not cited correctly within a judgment , nor citations contained within a judgment that is not published on PacLII, will not be included in LawCite.*

Browsing Legislation

Jurisdiction Page:

Explanation of the types of Legislation on PacLII:

Constitution: the supreme written law of a country.

Consolidated Legislation: versions of acts that include amendments made after their original enactment and which are currently in operation unless amended by an Act passed after the consolidated date. Check the last date of consolidation.

Sessional Legislation: individual acts enacted by the legislature of the country since independence.

Subsidiary Legislation: laws made by a person or body authorised to do so by enacted legislation, eg orders, rules, etc.

Other applicable legislation: introduced laws enacted by the legislature of the administering jurisdiction prior to a country's independence and that may still apply, eg UK Legislation in Tonga.

Legislation Database Page:

Browsing Secondary Legal Information

For **jurisdiction specific** secondary legal information and links to related websites, click on the second tab on the Jurisdiction Page.

For **regional** secondary legal information, research tools and international resources, visit the Pacific Legal Gateway via link under Quick Links on the PacLII homepage.

Searching PacLII Databases

There are three places to conduct a search on PacLII: the PacLII homepage, the Advanced Search page, and each Jurisdiction Page.

The PacLII search engine is called SINO (Size is No Object). Many of the LII systems use SINO, including CommonLII and WorldLII. SINO is a full text search engine, meaning it examines all of the words in every document as it tries to match the search criteria.

1. PacLII homepage: All Database Search

The Search option on the PacLII homepage searches documents in all databases.

Type a keyword and click on search

> **SEARCH HINTS:**
> - Check the spelling of the keywords entered
>
> - Only use distinctive keywords and phrases – think about how your topic will be addressed in the document as the search engine only picks up exact words and phrases
>
> - Try different searches to get as many relevant results as possible
>
> - Avoid using punctuation marks like apostrophes, hyphens and commas

2. Advanced Search Page

For more search options, use the Advanced Search.

From the homepage, click on the 'Advanced Search' link.

Use the Advanced Search to select:
- <u>search method</u> and
- <u>individual database(s)</u> in which to search

Follow the steps on the next page.

PacLII Advanced Search steps:

Select Search Method: In the box next to the word 'Find:', click on the drop-down menu and select a search method (see below for an explanation of these methods).

Select PacLII Database(s) to Search: use the scroll bar to select a database or a grouping of databases. Make multiple selections by holding down the ctrl key and clicking on as many options as required.

Enter search query: enter appropriate keywords for the search method being used. If using the search type 'This Boolean query', use the Boolean Search Operators and Connectors' table at the back of this guide to combine two or more keywords
Eg. constitution AND amend*

Search Methods:
There are six search type options to choose from:

- **Find: Using Autosearch** tries to work out what type of search is being used and applies it to the search.
- **Find: any of these words** to find documents that contain one or more of the words that you type in
- **Find: all of these words** to find documents that contain every word that you type in
- **Find: this phrase** to find documents that contain the exact phrase that you type in
- **Find: this document title** to only search across the titles of documents
- **Find: this Boolean phrase** to do a more complex search using terms and connectors

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3. Jurisdiction Page: Jurisdiction Search

On each jurisdiction page, you can search for materials for that particular jurisdiction. This search uses the Autosearch method. Type in your search query, select whether to search over cases, legislation or all databases, and then click on Search.

Home | Databases | WorldLII | Search | Help | Feedback | Report an error

PACIFIC ISLANDS Legal Information INSTITUTE

Tonga Primary Materials

You are here: PacLII >> Countries >> Tonga Primary Materials

Primary Materials Other Materials Recent Updates

Search Tonga Databases   Search [Search Help] [Advanced Search]
Search: ○ Cases ○ Legislation ⦿ All Databases

Tonga Case Law   **Tonga Legislation**

Courts   **Constitutional Instruments**

Sorting and Viewing Search Results

Click on the tabs at the top of the results list to change the sorting of your results:

- By Relevance – lists results most relevant to your search (default view)
- By Citation Frequency – lists results by how often they are cited
- By Date – lists results with the most recent document first
- By Database – lists results by database if the search was across more than one database
- By Title – lists the results alphabetically by the title of the document

How to find information quickly within a document:

1. Click on the **Context** button at the top of the page (if the document was found through a search). View the search words in the document by clicking on the left and right green arrows. To remove the green arrows for printing, click on **No Context**.
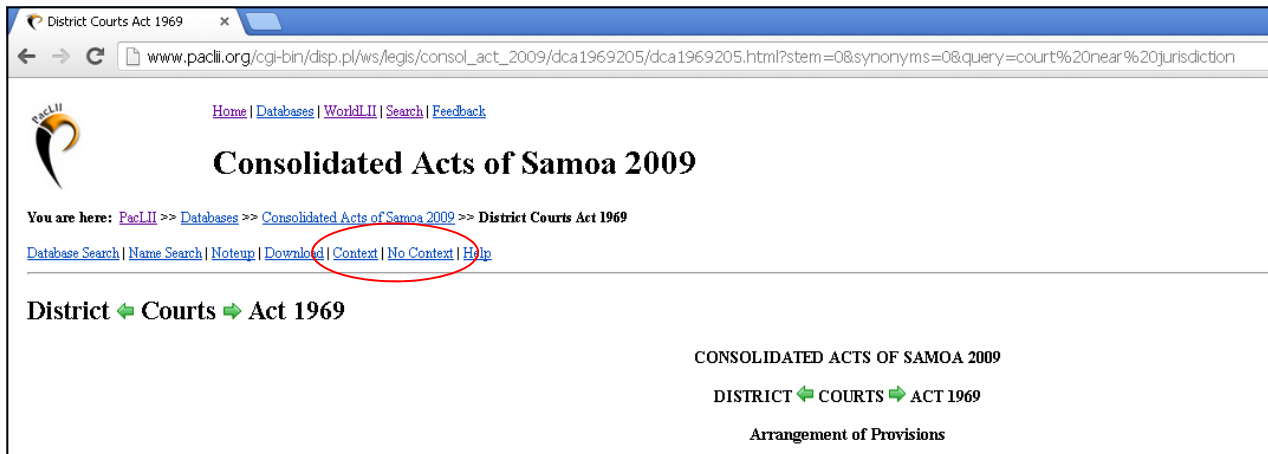
2. **Find** option. Use the 'Find' option available on the web browser being used to view the document to find a word within the page open. Type the word or phrase in the 'find' box provided.
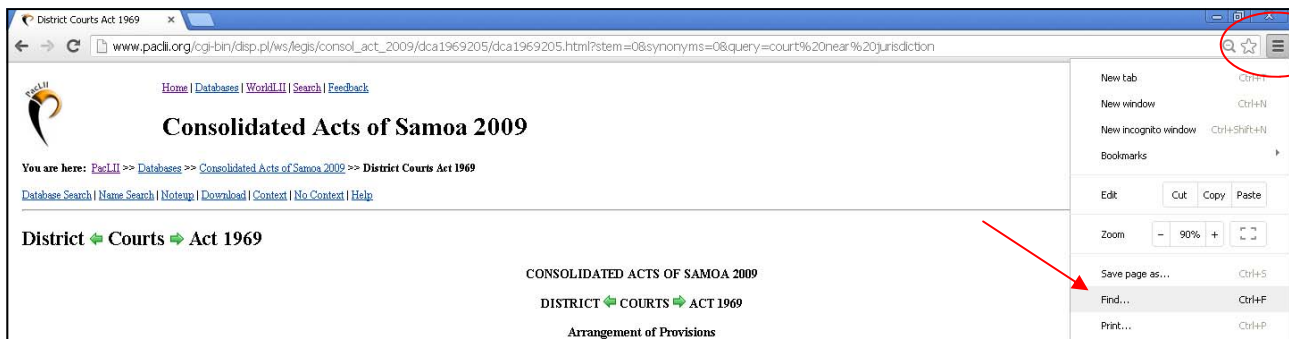
Summary of Boolean Search Operators and Connectors

Operator	Example(s)
AND Returns all documents that contain **both** the first term **and** the second term. Can be written "AND" or "and"	land **AND** custom
OR Returns all documents that contain **either** the first term **or** the second term **or both**. Can be written "OR" or "or"	murder **OR** man-slaughter

" PHRASE "
    Enclose the phrase that you are looking for in quotes
    Returns all documents that contain your search terms directly next to each other in a phrase
	"customary land"

NOT • Finds documents that contain the first word, but do **not** contain the second. • Can be written "NOT" or "not"	transparency **NOT** money

NEAR
Returns all documents where the first term appears nearby the second term.
 	
    Words or phrases must be within 50 words of each other
    Order of terms not important
	customary **NEAR** land

W/*n* • Returns all documents where the first term appears within *n* words of the second term, where *n* is a number you specify Can use any number after slash (1 to 1000) Order of terms not important (ie "a w/5 b" same as "b w/5 a")	customary W/5 land
* (Wildcard) An asterisk ***** matches any string (including none) Per the example: returns all documents containing a word beginning with tax - this would include: **tax**, **tax**es, **tax**i, **taxi**cab, **tax**ation, **tax**able, **tax**ing, **tax**idermy	tax *
TITLE • Finds documents where the search term located in the bracket is in the document title • Per the example: returns documents that contain either 'health' or 'medical' or both in the title – for example: *Medical and Dental Practitioners Act*, *Health and Safety at Work Act*	title(health or medical)