



TAXLINK DIRECT

May 2001 Edition



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1. CONTENTS OF THE SERVICE

Your service includes the following:

- **Taxlink Direct**

Taxlink Direct contains *libraries* which group together all relevant material for each area providing all taxation information needed in any practice. *Taxlink Direct* has advanced search facilities: it allows searching across the whole service, across individual libraries, across a single book within a library or directly for legislation/statutory instruments with the *Navigator Search*. It is updated on a weekly basis with the *Weekly Service*. *Taxlink Direct* contains the following libraries:

- **Taxlink Library (IT/CT/CGT)**

Taxlink Library contains the following: Legislation, Statutory Instruments and quasi legislative material

Tolleys Tax Cases
Tolleys Income Tax
Tolleys Corporation Tax
Tolleys Capital Gains Tax
Tolleys Tax Planning
Tolleys Property Taxes
Tolleys Tax Office Directory

- **IHT Library**

Consisting of Legislation, Statutory Instruments and quasi legislative material
IHT Cases, Tolleys IHT Annual, Tolleys Estate Planning

- **IPT Library**

Stating Legislation, Statutory Instruments and quasi legislative material

- **NIC Library**

Containing Legislation, Statutory Instruments and quasi legislative material
Tolleys NIC, DSS/CA Offices

- **Stamp Duty Library**

Listing Legislation, Statutory Instruments and quasi legislative material
Tolleys Stamp Duties and Stamp Duty Reserve Tax, Stamp Office Addresses

- **VAT Library**

With Legislation, Statutory Instruments and quasi legislative material, C&E Notices
Tolleys VAT, Tolleys VAT Planning, Tolleys VAT Office Addresses.

- **Weekly Service, Tax Week and VAT Week**

Contains news and developments in the tax world on a weekly basis, and is incorporated into Tax Week and VAT Week, with archive material dating back to 1998.

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- **Full Text Tax Cases since 1875 and VAT Tribunals Cases (Full text of VAT Tribunal Cases, Customs Duty Cases, Excise Duty Cases, IPT Cases, LFT Cases, High Court Cases, ALL ER**

- **Inland Revenue Manuals and Customs & Excise Manuals**

- **Tax Annuals Archive**

Contains archive versions of the key "Tolley Annuals" starting from 2000.

- **Tax Data**

Consists of the relevant rates and allowances conveniently in one place.

- **Climate Change Levy**

Listing the Legislation, Statutory Instruments and quasi legislative material on this new area.

- **Bulletin Board**

General information about new material and changes to the service.

- **Oil Tax Library**

Stating Legislation, Statutory Instruments and quasi legislative material
Full Text Tax Cases

2. OPENING THE SERVICE

To access Tax Services, select 'butterworths services' from the Butterworths Lexis Direct home page (single click) and then left click 'Tax Services', pictured below.



The next screen you see will be the Tax Services page. From this page select Taxlink Direct.



On the following screen, enter your username and password into the 'log on' screen as appears below.

Please provide your user name and password in the boxes below:

User name:

Password:

The following screen will be the Taxlink Direct opening screen, shown below.



3. UNIQUE FEATURES

3.1 NAVIGATION BAR



The Taxlink Direct Navigation Bar is pictured above. To access any section, simply left click on the relevant heading.

To return to Tax Services, simply left click 'taxlink direct,' at the top-right of the bar once.

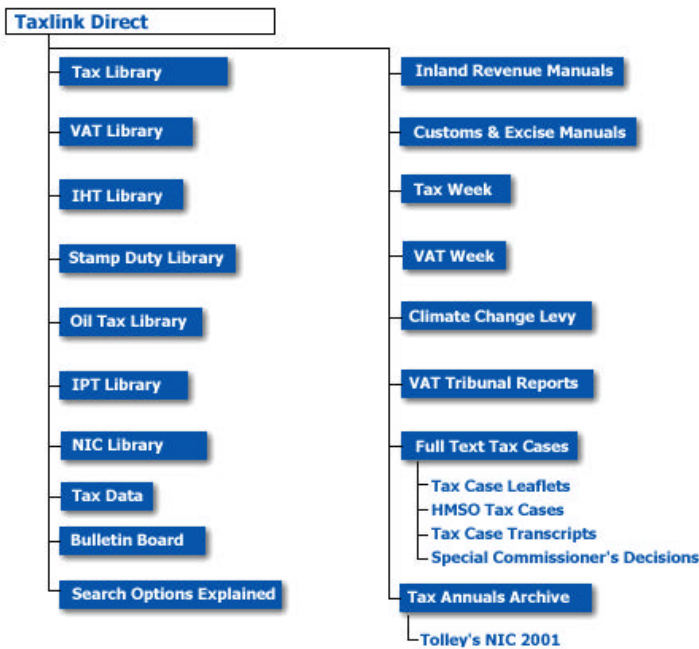
3.2 BOOKS ON SCREEN [BOS]

For information on books on screen, searching and print management, please refer to the Direct Services User Manual which can be located on the Online Product Manuals page.

3.3 SITEMAP

Users may also navigate to Taxlink Direct by using the sitemap. The sitemap can be accessed by left clicking once the sitemap button on the navigation bar.

The Taxlink Direct sitemap is shown below. Areas can be accessed by left clicking on the required section.



4. OTHER INFORMATION

4.1 EDITORIAL

If you have a query about the content of the Taxlink Direct service, you can contact us by telephone or E-mail. Simply call the Butterworths Direct help line on 0845 608 1188 and they will connect you to the appropriate person to deal with your query. Alternatively, you can E-mail us with any editorial queries or comments by using the '[contact us](#)' links that appear on the home page. We welcome feedback from our customers about Taxlink Direct so please feel free to contact us.

4.2 TECHNICAL SUPPORT

Telephone support is available during normal working hours (09 00 – 17 00 GMT)

Tel: (44) 0845 305 0500 Fax: (44)01483 257917

To assist the help line in resolving your problems as quickly as possible please have the following information to hand before calling

- What Internet browser are you using?
- What product do you subscribe to?
- Do you have a network or standalone PC?
- If you are on a network what type is it? (i.e. Novell, NT etc.)
- Which version of DOS are you using?
- Which version of Windows are you using?
- What was the sequence of events leading up to your problem?

Support for our on-line services is also available:

09 00 – 17 00 Monday to Friday

08 00 – Midnight Saturday and Sunday on-line at:

<http://www.butterworths.co.uk/content/support/techsupport.htm>

Or E-mail: online.support@butterworths.co.uk

4.3 CUSTOMER SUPPORT

Butterworths Direct Help line is available from Monday to Friday 09 00 – 17 00

Tel: 0845 608 1188

For calls from outside the UK: +44 0207 400 2822



4.4 TRAINING

To find out more about our comprehensive training courses, and to reserve a place.

Tel: (44) 0207 400 4639

E-mail: training@butterworths.co.uk