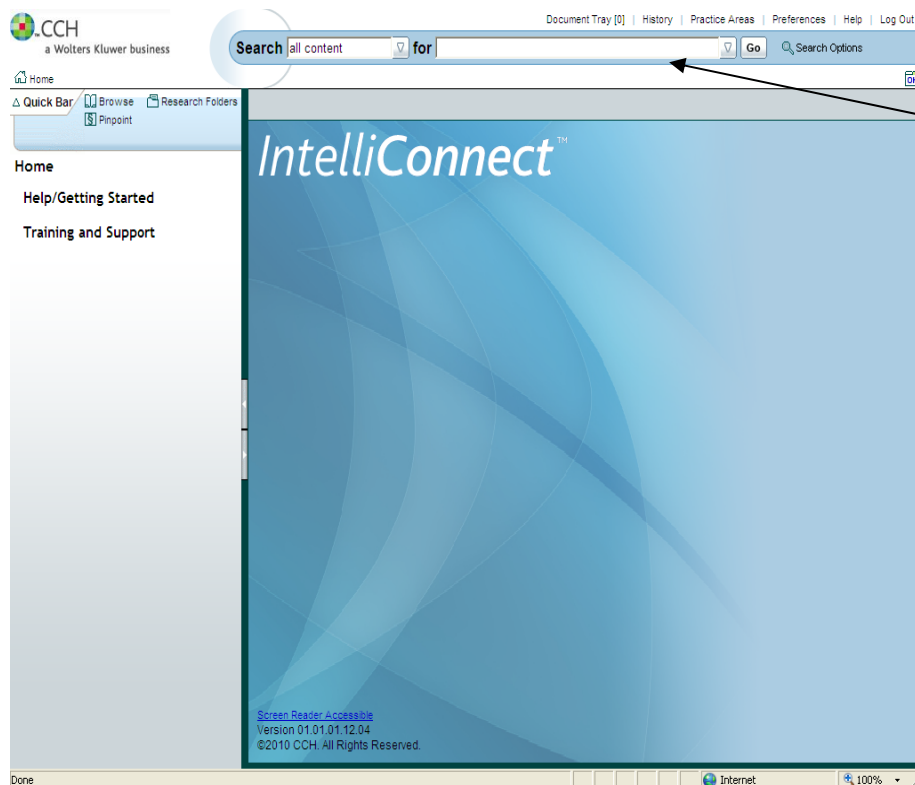


# CCH DATABASE

Use CCH to find legislation and cases on the following legal areas:

Tax  
Employment  
Company  
Health and Safety  
Business Law  
Property and Conveyancing  
Trusts  
E-commerce Law  
Customs and Duties  
Sales and Marketing

- To access the CCH Database, go to the library home page [www.library.unitec.ac.nz](http://www.library.unitec.ac.nz)
- Click on the Online resources
- Click on Databases A Z
- Under Databases Arranged Alphabetically click on the C
- Click on the link CCH NZ Online Library (You will be asked to enter your Unitec login and password to access this database)
- CCH will open

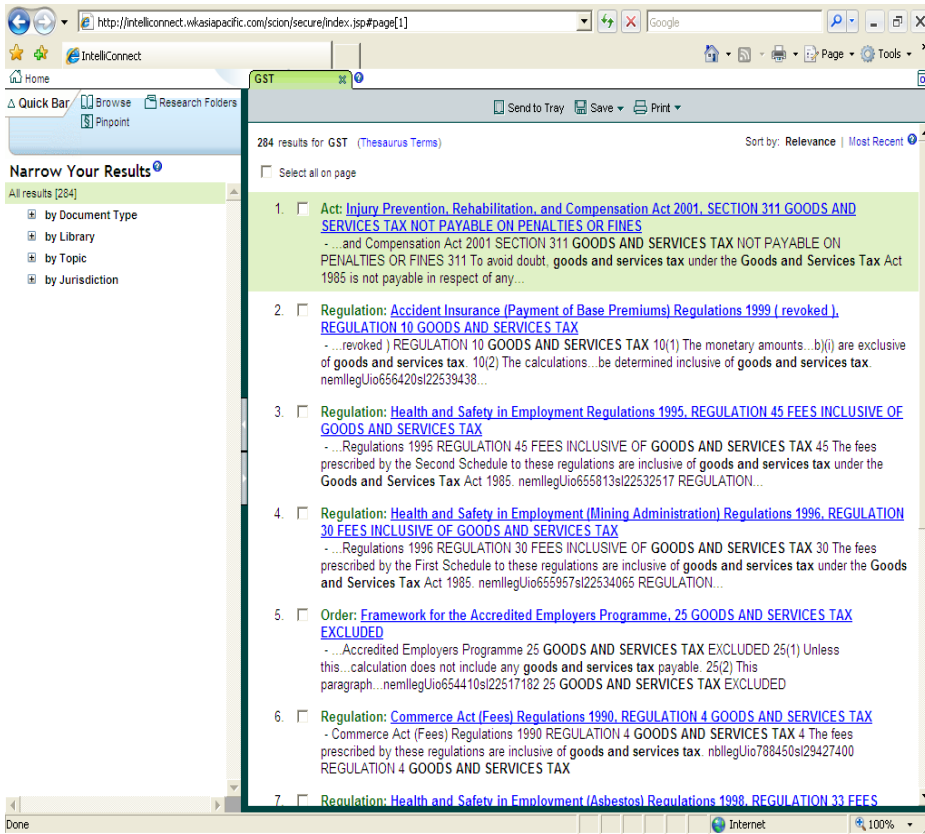


Enter your search terms here ie GST

Put two words in the search box and it will search for both in the same document

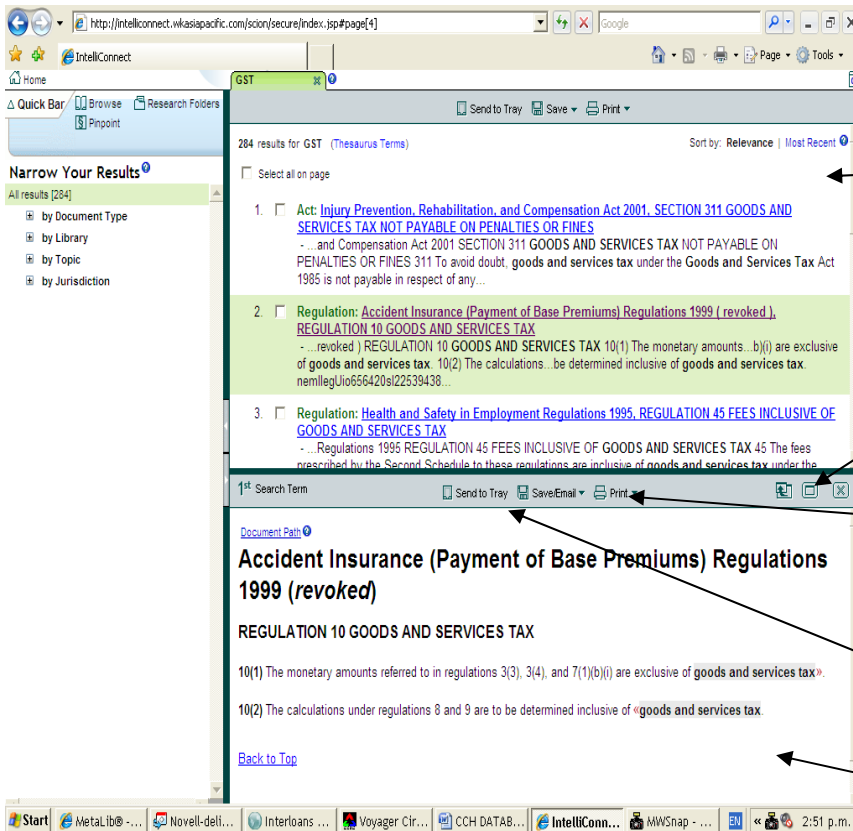
To search for synonyms separate each term with or ie Fraud or Theft

To search for a phrase use quote marks ie "reckless trading"



Your results will display in the right pane.

Click on a title to view the documents




Results list

Expand view to full page

Print document as PDF or Text Documents

Save or email document

Document view

Narrowing your search results can be done by clicking on the  in the left pane

By Document Type	By Library	By Topic
CCH Commentary	Business Law	Business Law
News	NZ Business Cases	Expands to individual subjects
Legislation	NZ Business Law Guide Commentary	Employment Law
Acts	NZ Business Law Guide Legislation	Expands to individual subjects
Orders	NZ Business Law Guide News	
Regulations	Employment and HR	
Cases	NZ Employment Law Cases	
Finding Aids	NZ Employment Law Commentary	
	NZ Employment Law Legislation	
	NZ Employment Law News	

Next to each filter is the number of results you will get. Click on the filter and those results will appear in the right pane as results.

If you need any help the CCH database or finding any information please contact the library.

Phone: 815 4321 Ext 8654  
Email : [libinfo@unitec.ac.nz](mailto:libinfo@unitec.ac.nz)  
Text : 021 488 155

Or come in and talk to one of the Information Librarians on the Information Desk