

HUDOC INTERNET MANUAL



User Guide

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ABOUT THE DATABASE

HUDOC (**H**uman **R**ights **D**ocuments) is a powerful user-friendly information system which provides access to the case-law of the European Court of Human Rights, the European Commission of Human Rights and the Committee of Ministers. The judgments, decisions, resolutions and reports of these bodies are held in a database and can be consulted via a sophisticated search mechanism.

To ensure the most efficient use of the database as a research tool, HUDOC is updated regularly and may be searched at any time.

BASIC PRINCIPLES

HUDOC gives you access to a simple and an advanced search screen and will use either English or French as its working (interface) language¹.

On the left-hand side of the screen, you can change working language as well as being able to bring up the Simple search screen and access the Court's Internet site and the Human Rights page.

At the top of the screen, you can choose which case-law collections you want to search in and in which language(s).

Case-law collection(s) search - Microsoft Internet Explorer

Address <http://www.dhccour.coe.fr/hudoc/default.asp?Language=en&Advanced=1>

Indicate which case-law collection(s) you would like to search

Judgments Admissibility decisions Resolutions (execution) English French
 Reports Resolutions (merits) Decisions (Screening Panel) Texts no longer adopted under the Convention protection system

for Text, search in zone

Text

Title

Respondent

Application number

Article

Keyword

Conclusion

Date from to (DD/MM/YYYY)

Search

New Search

Help Options

Sorted by

No search per

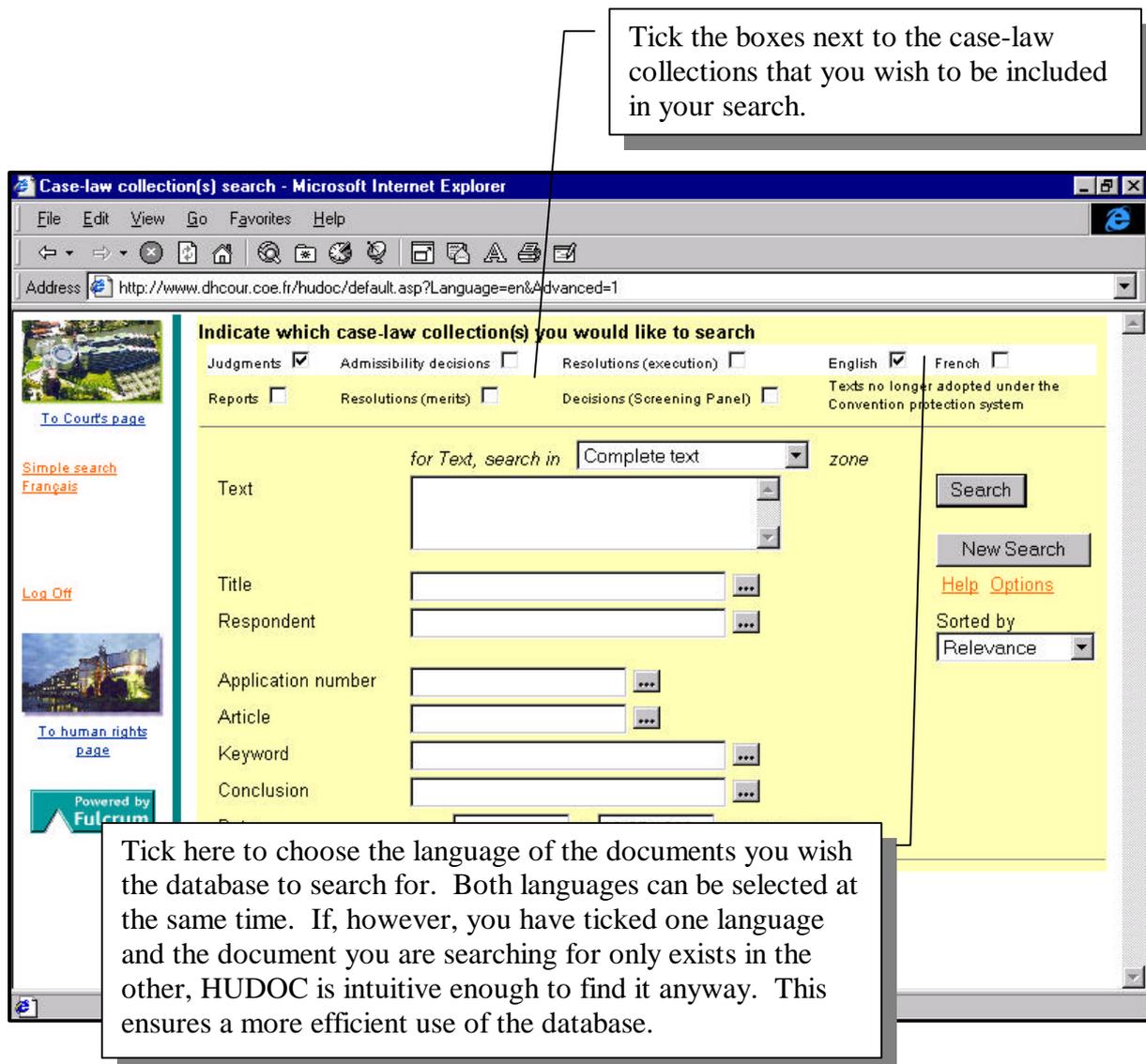
The search you wish to conduct will be defined in these boxes. Search criteria can be entered in one or several boxes at a time, depending on the complexity of your request.

¹ The default setting is the Advanced search screen.

CASE-LAW COLLECTIONS

The case-law of the Convention organs has been split into separate sections, which can be searched in individually or together - Judgments, Admissibility decisions and Resolutions of the Committee of Ministers.

Certain documents (such as Screening Panel decisions) ceased to be generated with the advent of the single Court on 1 November 1998. Others will soon follow suit (Resolutions under former Article 32 of the Convention and, as from 31 October 1999, Commission Reports). However, these categories of documents remain available for searching².



Tick the boxes next to the case-law collections that you wish to be included in your search.

Tick here to choose the language of the documents you wish the database to search for. Both languages can be selected at the same time. If, however, you have ticked one language and the document you are searching for only exists in the other, HUDOC is intuitive enough to find it anyway. This ensures a more efficient use of the database.

New documents are regularly added to HUDOC and work is currently under way on introducing the backlog of old cases to the system. Presently, the availability of documents within HUDOC is as follows:

² Admissibility decisions taken by committees of three Commission members/judges are not included in the database.

Court	Judgments / Admissibility decisions (November 1998 ?)	ALL
Court	Judgments / Screening Panel decisions (1959-October 1998)	ALL
Commission	Admissibility decisions (1986 ?)	ALL
Commission	Admissibility decisions (1955 - 1986)	some published decisions
Commission	Reports (<i>public</i> only)	1986 ?
Committee of Ministers	Resolutions (execution)	1972 - October 1997
Committee of Ministers	Resolutions (merits)	1959 - March 1997

HOW TO SORT YOUR RESULTS

Having chosen the case-law collections in which you want to search and the language(s) of the documents you want to find, you must now decide how you want the database to sort your results.

Click on the arrow next to the **Sorted by** box on the right of the screen to select an item from the menu³.

Relevance - when searching for a particular term in the text, this option will give the document with the most occurrences of this term first

Date (new first) - reverse chronological order

Date (old first) - chronological order

Title - alphabetical order by title

Respondent - alphabetical order by respondent state

Application - numerical order of application numbers

³ The default setting is Relevance.

SEARCHING

Having told HUDOC where to search, in which language(s) and how to sort the results, you are now ready to tell the database what to search for.

Search criteria can be entered into one or several of the fields in the centre of the screen, depending on the complexity of the request and the precision of the desired result. As HUDOC is highly intuitive, you do not need to worry about capital letters and foreign accents. For example, the database will find the **Söderbäck** case whether you type with the accents or without, i.e. **Soderback**.

TEXT SEARCHING

Entering terms in the Text box carries out a search for a particular "item" in the main text of a document, whether that item be a single word, a phrase, a sentence etc.

To find documents containing the word 'torture', type **torture** in the Text box.

Click here to conduct the search.

You will notice that the search has been restricted to Judgments and Admissibility decisions, in both English and French, and will be sorted by Date (new first), i.e. showing the most recent document first.

Searching for more than one word at a time is also possible. Not only can HUDOC search within the text for whole sentences, but various parameters can be specified from the keyboard to narrow down the search even further.

The following table outlines the wide range of searching syntax that HUDOC understands.

<i>Search for</i>	<i>Function</i>	<i>Parameter</i>	<i>Keyboard shortcut</i>	<i>Examples, i.e. what to type in the Text box</i>
Phrase/ Sentence/ Paragraph ...	Groups together words in the order you wish to find them	"word word ..."	Double quotation marks	"prison sentence" "Court of Cassation" "Law no. 65-543"
AND	Finds documents containing both words in any order	word & word	& symbol	police & violence infringement & rights
OR	Finds documents containing either of the two words	word word	symbol (Shift \)	violence cruelty police army
NOT	Finds documents containing the first word but not the second	word ^ word	^ symbol (Shift 6)	press ^ television trial ^ hearing
proximity	Finds documents containing words which are within 80 words of each other in a document	[word word]	square brackets	[violence unnecessary] [violation damage]
precedence	Finds documents containing words which, although not necessarily together, must appear in the specified order	{ word word }	curly brackets	{radio television} {hearing conviction}
multiple character wildcard	Replaces any number of missing letters	*	* symbol	violat* (violation, violate, violates, violated, violator, violating etc.)
single character wildcard	Replaces any single letter	?	question mark	violate? (violated, violates)

Combinations of the above search criteria are also possible.

["court of appeal" impartial]

searches for the chain 'court of appeal' within 80 words of the word 'impartial'

prejudice | discrim*

searches for documents containing either the word 'prejudice' or all words beginning with 'discrim'

{democratic vote} & "free elections"

searches for documents which contain the word 'democratic' before the word 'vote', as well as the words 'free elections' together.

HUDOC is also capable of searching in one particular part of the text, rather than in the whole document (zoning)⁴.

The screenshot shows the HUDOC search interface. A callout box points to a dropdown menu for 'Text' search zoning. The menu options are: Complete text, Introduction, Procedure, The facts, Commission procedure, The law, Reasons, Separate opinions, Opinion, Recapitulation, and Appendix. The 'Complete text' option is selected. The interface also shows search criteria for various case-law collections, language selection (English/French), and a date range filter set to '10/05/1999'. A 'No search performed' message is displayed at the bottom.

Click and choose from this drop down menu to carry out a Text search in a more precise zone within the documents.

In this way, a user can narrow down the results given by a Text search. Tracing a certain theme in judges' separate opinions or tracking down a particular statute of national law thus become much more manageable tasks.

⁴ As a default setting, Text searches are initially programmed to be carried out in the whole document.

SEARCH BY TITLE

The title is the official name of the document, e.g. AFFAIRE DUPONT, CASE OF SMITH v. FRANCE etc. Any word from the title can be entered in the Title search box.

Remembering that capitals and accents are not necessary for HUDOC to understand what you are looking for, just type in lower case. The multiple and single character wildcards can also be used here.

The screenshot shows the HUDOC search interface in Microsoft Internet Explorer. The browser title is "Case-law collection(s) search - Microsoft Internet Explorer" and the address bar shows "http://www.dhccour.coe.fr/hudoc/default.asp?Language=en&Advanced=1".

Callout boxes:

- Top right:** "Type a word from the title of the case here. e.g. if you are looking for documents with the word 'Société' in the title, type **societe** If you are looking for documents which contain a word beginning with 'Mich' in the title, type **mich***"
- Right side:** "Click here to run the search." (pointing to the Search button)
- Bottom right:** "This button wipes the content of the search boxes, enabling you to start afresh." (pointing to the New Search button)
- Bottom left:** "If you are not sure of the spelling of a particular word or simply wish to browse through an alphabetical list of all the different possible entries, click on this button. This will open a new window called a Word Wheel." (pointing to the three dots next to the Title search box)

Search Interface Details:

Indicate which case-law collection(s) you would like

- Judgments Admissibility decisions Resolutions (except)
- Reports Resolutions (merits) Decisions (Screen)

Search Options:

- for Text, search in: Complete text zone
- Sorted by: Relevance

Search Fields:

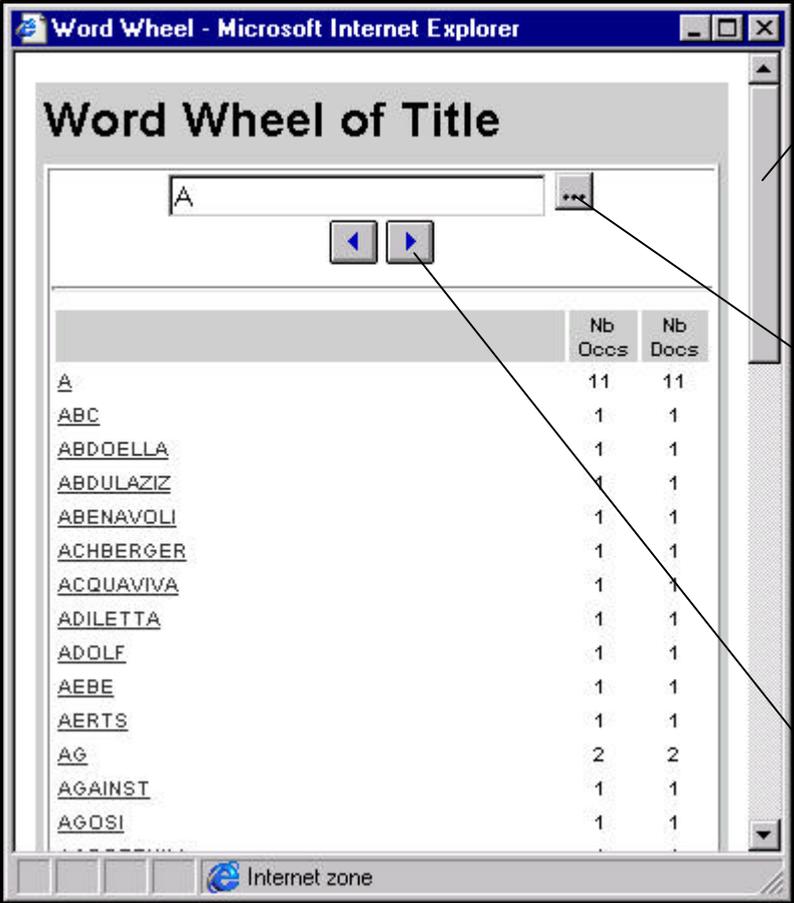
- Text: []
- Title: [] ...
- Respondent: [] ...
- Application number: [] ...
- Article: [] ...
- Keyword: [] ...
- Conclusion: [] ...
- Date: from [] to 10/05/1999 (DD/MM/YYYY)

Buttons: Search, New Search, Help Options

Footer: No search performed, Powered by Fulcrum

HOW TO USE THE WORD WHEELS

Word Wheels are available for the vast majority of the search boxes and will enable you to choose a search term more precisely. The lists are generated by the database and only contain valid terms. So if, for example, you are not quite sure how to spell a particular word, you can look it up here.



	Nb Occs	Nb Docs
A	11	11
ABC	1	1
ABDOELLA	1	1
ABDULAZIZ	1	1
ABENAVOLI	1	1
ACHBERGER	1	1
ACQUAVIVA	1	1
ADILETTA	1	1
ADOLF	1	1
AEBE	1	1
AERTS	1	1
AG	2	2
AGAINST	1	1
AGOSI	1	1

Once you have found the Word Wheel term that you wish to search for, click on it once. The Word Wheel window will then close and the chosen term will appear in the relevant search box. All you have to do now is click on the **Search** button.

If you wish to search for two terms from the Word Wheel, open the screen again and choose a second term. HUDOC will automatically add the & symbol between the two terms.⁵

⁵ Remember that the Word Wheel is sensitive to the choices you have made in the upper section of the search screen, that is the case-law collections and the language.

If you have chosen to search in both English and French at the same time, the Word Wheel will contain the appropriate terms in both languages. If you have only checked Judgments at the top of the search screen, you will not find entries in the Word Wheel relevant to Decisions or Reports.

SEARCH BY RESPONDENT STATE

If you want to search for all cases against a particular country, enter the name of the state in the Respondent box and click on **Search**. Remember that a search for **Suède** or **Pays-Bas** will give a zero result if you have only checked English at the top of the search screen.

Click on the  button to see a list of all the terms contained in the Respondent field of the documents in the case-law collection(s) you have selected. For more information about this function, see the "[How to use the Word Wheels](#)" rubric above.

SEARCH BY APPLICATION NUMBER

If you know the application number of a case, you can search for it by entering that number in the Application number box. Type the complete number and click on **Search**. Do not be concerned if the database adds initial zeros to the number you have typed, as this has no relevance to the search.

e.g. type **39843/98** then click on **Search**. Do not forget the last two figures.

Click on the  button to see a list of all the numbers contained in the Application field of the documents in the case-law collection(s) you have selected. For more information about this function, see the "[How to use the Word Wheels](#)" rubric above.

SEARCH BY ARTICLE NUMBER

The article numbers that can be searched for in this field are those set out in the European Convention on Human Rights as it stands today.

Simply follow the format in the table below for HUDOC to be able to process your search. You will see that you do not need to type the words **Article**, **Art.**, **paragraph** or **§** in the Article box.

To search for	Type
Article 8	8
Article 5 § 2	5-2
Article 6 §. 3 d)	6-3-d
Article 2 of Protocol no. 1	P1-2
Article 14 in conjunction with Article 3	14+3
Article 6 in general and/or any paragraph of Article 6	6*

Where article numbers have changed since the entry into force of Protocol No. 11 on 1 November 1998, the database will automatically widen the search to include the relevant article numbers which were used up until that date.

- eg. by entering **35-1** in the Article box, HUDOC will find all the cases relevant to Article 35 § 1 of the European Convention on Human Rights as it stands today.

However, it will also widen the search to include the equivalent article number in the Convention as it stood before the entry into force of Protocol No. 11 (in this instance, Article 26).

Click on the  button to see a list of all the terms contained in the Article field of the documents in the case-law collection(s) you have selected. For more information about this function, see the "[How to use the Word Wheels](#)" rubric above.

SEARCH BY KEYWORD

The legal issues dealt with in each case are summarised in a list of keywords, chosen from a thesaurus of terms taken (in most cases) directly from the text of the European Convention on Human Rights.

Searching with these keywords will enable you to find a group of documents with similar legal content.

- e.g. **freedom to impart information**
necessary in a democratic society
obtain attendance of witnesses

You can consult the full alphabetical list of these terms within the Word Wheel. It is best to choose the desired term from the Word Wheel window, rather than typing it into the Keyword box manually, as it must be remembered that typing an incomplete keyword will give a zero result.

- e.g. **unsound mind** gives a zero result, as opposed to the full keyword "persons of unsound mind".

Click on the  button to see a list of all the terms contained in the Keyword field of the documents in the case-law collection(s) you have selected. For more information about this function, see the "[How to use the Word Wheels](#)" rubric above.

SEARCH BY CONCLUSION

The Conclusion field contains a brief summary of the outcome of each case, for example whether there has been a violation of the Convention and whether any damage has been awarded.

Among the many possible entries, one can find:

Violation of Art. 6-1
No violation of Art. 14+8

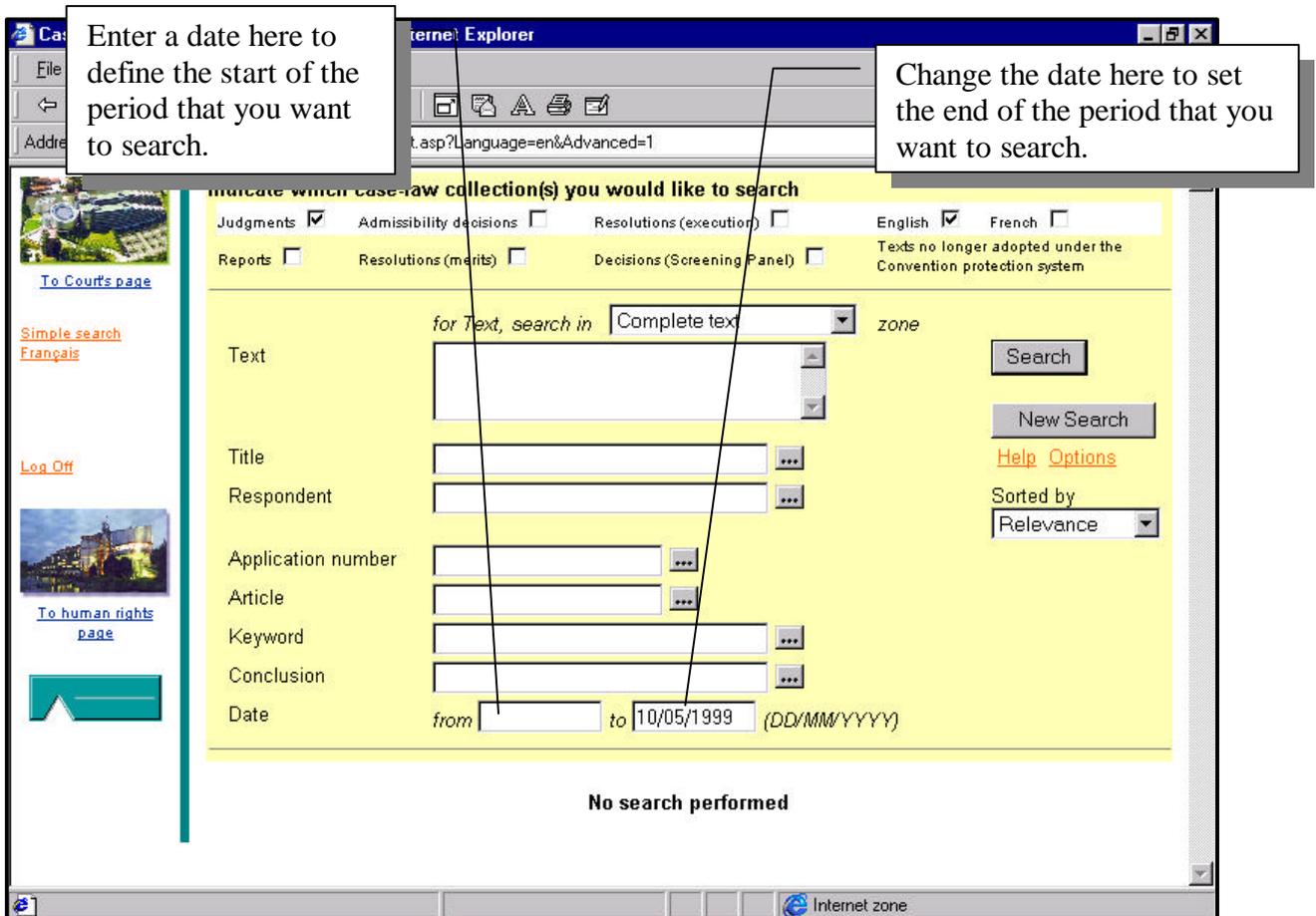
Pecuniary damage - financial award
Struck out of the list (friendly settlement)

As with the keywords, it is best to choose the desired term from the Word Wheel window, rather than typing it manually, as any mistakes in the typing can lead to false results.

For a complete alphabetical list of the Conclusion entries, click on the  button. For more information about this function, see the "[How to use the Word Wheels](#)" rubric above.

SEARCH BY DATE

By default, a search carried out in the database carries no date restriction (today's date is in the right-hand box). However, settings can be changed to restrict the search to a particular period, by entering a date in the 'from' box and/or changing the date in the 'to' box.



Enter a date here to define the start of the period that you want to search.

Change the date here to set the end of the period that you want to search.

Indicate which case-law collection(s) you would like to search

Judgments Admissibility decisions Resolutions (execution) English French
 Reports Resolutions (merits) Decisions (Screening Panel) Texts no longer adopted under the Convention protection system

for Text, search in Complete text zone

Text

Title ...

Respondent ...

Application number ...

Article ...

Keyword ...

Conclusion ...

Date from to 10/05/1999 (DD/MM/YYYY)

Search

New Search

Help Options

Sorted by Relevance

No search performed

There are two things to remember:

dates must always be entered in the format DD/MM/YYYY
 dates are inclusive.

e.g. from **01/01/1996** to **31/12/1996**
 from **01/09/1994** to **30/09/1994**

all 1996 documents
 all documents from September 1994

VIEWING SEARCH RESULTS

By clicking on the **Search** button, HUDOC will analyse the search criteria you have entered and produce a list of results in the order that you have specified. This may take a few seconds depending on the complexity of the request.

The number of matching documents that have been found will be displayed here. For this particular search, HUDOC found 81 documents, of which it has displayed the first ten.

N.B.
Items 0-0 of 0 No matching documents
Items 1-10 of 100 More than 100 matching documents

for Text, search in Complete text zone

Text "presumption of innocence"

Title

Respondent

Application number

Article

Keyword

Conclusion

Date from to 11/05/1999 (DD/MM/YYYY)

Search

New Search

Help Options

Sorted by Relevance

Items 1 - 10 of 81

Case Name	Document Type	Content	Date	Reference
1. ENGLERT CASE	Judgment (Merits)	Preliminary objection rej	25/08/1987	A123
	49K	10282/83		
2. NÖLKENBOCKHOFF CASE	Judgment (Merits)	Preliminary objection rej	25/08/1987	A123
	59K	40000/89		

Pull down the side bar to see the other eight results on this screen.

N.B. depending on font size, it may look as though no results have been displayed on your computer screen. If this seems to be the case, remember to scroll down to view the bottom of the Result list.

If more than 10 records have been retrieved, click on [**Next**] at the bottom of the Result list to view the next ten. To go back up in the list, click [**Previous**].

HUDOC is programmed to retrieve the first one hundred matching results and to display them on pages of ten at a time. If you want to take off the search restriction (to see just how many results there are in total for any given search), redefine it (to render the database even more selective, for example) or change the number of results shown on each Result page (handy for printing out a lengthy result list), see the rubric on "[Formatting Search Results](#)".

THE RESULT LIST

The list of results provides a certain amount of information about each record, including the title (on a blue background), the application number and the date. It also allows you to access these documents in various ways.

Items 1 - 10 of 81

Title of case	Type of document	Conclusion	Date	Application number(s)	Publication
1. ENGLERT CASE	Judgment (Merits)	Preliminary objection rej	25/08/1987	10282/83	A123
2. NÖLKENBOCKHOFF CASE	Judgment (Merits)	Preliminary objection rej	25/08/1987	10300/83	A123
3. LUTZ CASE	Judgment (Merits)	Preliminary objection rej	25/08/1987	9912/82	A123
4. CASE OF BERNARD v. FRANCE	Judgment (Merits and Art. 6)	Preliminary objection		998	Reports 1998-II
5. CASE OF BARBERÀ, MESSEGUÉ AND JABARDO	Judgment (Merits)	Preliminary objection rej	06/12/1988	10590/83	A146
6. MINELLI CASE	Judgment (Merits and Art. 6)	Violation of Art. 6-2 - N	25/03/1983	8660/79	A62

Relevance indicator (Text search only) - the larger the black section from left to right, the more relevant your search term is in this document.

As space can be limited, some of the Result list entries might be truncated. Leave the cursor on this symbol or click on it to see the complete information.

Directly below the title is a relevance indicator, showing the relative number of occurrences of your search item in the document. This is particularly useful when searching in the Text, as it will give you an indication of how pertinent your search item is in the given document.

CONSULTING THE DOCUMENTS AND SUMMARIES

There are various different ways of consulting the documents contained in the Result list, each adapted to different purposes.

Click on the title of the case to see the document in Internet format (HTML), as well as a short summary (see the rubric entitled "[The Documents](#)").

Click here to look at a summary of the document (see the rubric entitled "[The Document Summaries](#)").

12. CASE OF GRIGORIADES v. TURKEY				Notice
 Judgment (Merits and Art. 10)	186K	Violation of Art. 10 - No	25/11/1997	Reports 1997-VII
 186K		24348/94		
13. CASE OF RADIO ABC v. AUSTRIA				Notice
 Judgment (Merits and Art. 10)	118K	Violation of Art. 10 - Pe	20/10/1997	Reports 1997-VI
 118K		19736/92		
14. CASE OF WORM v. AUSTRIA				Notice
 Judgment (Merits)	154K	Preliminary objection rej	29/08/1997	Reports 1997-V
 154K		22714/93		
15. CASE OF OBERSCHLICK v. AUSTRIA (No. 2)				Notice
 Judgment (Merits and Art. 10)	31K	Violation of Art. 10 - Pe	01/07/1997	Reports 1997-IV
 31K		20834/92		
16. CASE OF DE HAES AND GIJSELS v. BELGIUM				Notice
 Judgment (Merits and Art. 10)	164K	Violation of Art. 10 - Vi	24/02/1997	Reports 1997-I
 164K		19983/92		
17. CASE OF WINGROVE v. THE UNITED KINGDOM				Notice
 Judgment (Merits)	83K	No violation of Art. 10	25/11/1996	Reports 1996-V
 83K		17419/90		

Click on the icons to download an original version of this document onto your computer or to open an original version within your browser (see the rubrics on "[How to view an original version of a document](#)" and "[How to download an original version of a document](#)" below).

Amongst other things, these functions will enable you to quote the correct page numbers when making reference to Court documents in your own written work.

THE DOCUMENT SUMMARIES

To view a detailed summary of the document, which has been specifically prepared for the database, click on **Notice** on the blue background to the right-hand side of the Result list. This will open a new window, the Notice display screen, containing the summary of the chosen document.

This information is useful if you want to gain a brief idea of the scope of the case.

Click on these buttons to see the summary for the next or previous document in the result list.

Click here to see the document itself.

Click here to return to the Results list.

Scroll down to see further information, such as External Sources and Keywords.

Hudoc reference	REF00000964
Originating body	Court (Grand Chamber)
Document type	Judgment (Merits and Just satisfaction)
Language	English ; French
Title	CASE OF HOOD v. THE UNITED KINGDOM-
Application number	00027267/95
Respondent	United Kingdom
Referred by	United Kingdom
Date of reference	14/08/1998
Date of judgment	18/02/1999
Conclusion	Violation of Art. 5-3 ; No violation of Art. 5-4 ; Violation of Art. 5-5 ; Not necessary to examine Art. 13 ; Violation of Art. 6-1 ; Non-pecuniary damage - finding of violation sufficient ; Costs and expenses partial award - domestic proceedings ; Costs and expenses partial award - Convention proceedings
Separate opinions	Yes
Articles	5-3 ; 5-4 ; 5-5 ; 6-1 ; 6-3 ; 13 ; 41
Law at issue	Army Act 1955, sections 75, 76, 77, 77A, 78 and 190A ; Rules of Procedure (Army) 1972, Rules 4, 5, 6, 10, 13 and Schedule 1 ; Queen's Regulations for the Army 1975, paras. 6.005, 6.007, 6.045 and 6.047 ; R. v. Royal Army Service Corp. Colchester ex parte Elliott, [1949] 1 All England Law Reports at p. 373 ; Khawaja v. Secretary of State for the Home Department, [1984] Appeal Cases, at p. 74
Strasbourg Case Law	Engel and Others v. the Netherlands judgment of 8 June 1976, Series A no. 22, p. 26, § 63 ; Schiesser v. Switzerland judgment of 4 December 1979, Series A no. 34, p. 13-14, § 31 ; De Jong, Baljet and Van den

Called a "Fixed Field" or "Notice", the summary includes basic data such as *Title*, *Date*, *Respondent* etc., as well as more legal data, such as *Keywords*, the national *Law at Issue*, who the case was *Referred by*, the *Strasbourg Case-Law* (jurisprudence of the European Court of Human Rights referred to in the document) etc.

THE DOCUMENTS

To view one of the documents from the Result list, click on the Title (underlined on a blue background). This will bring up a new window, the Document display screen, which contains a short version of the summary (Notice) in blue at the top and the body of the text below.

Click on these buttons to see the summary for the next or previous document in the Result list.

Click here to see the complete summary of the document.

Click here to return to the Result list.

Scroll through the document using the side bar.

To all related English documents Go Notice Close

Hudoc reference	REF00000964
Document type	Judgment (Merits and Just satisfaction)
Title	CASE OF HOOD v. THE UNITED KINGDOM-
Application number	00027267/95
Date	18/02/1999
Respondent	United Kingdom

49. The applicant invited the Court to hold that his rights pursuant to Articles 5, 6 and 13 of the Convention had been violated and to award him compensation for non-pecuniary damage and for legal costs and expenses under Article 41 of the Convention.

AS TO THE LAW

I. ALLEGED VIOLATION OF ARTICLE 5 § 3 OF THE CONVENTION

50. The applicant maintained that his pre-trial detention did not comply with Article 5 § 3, which, in so far as relevant, reads as follows:

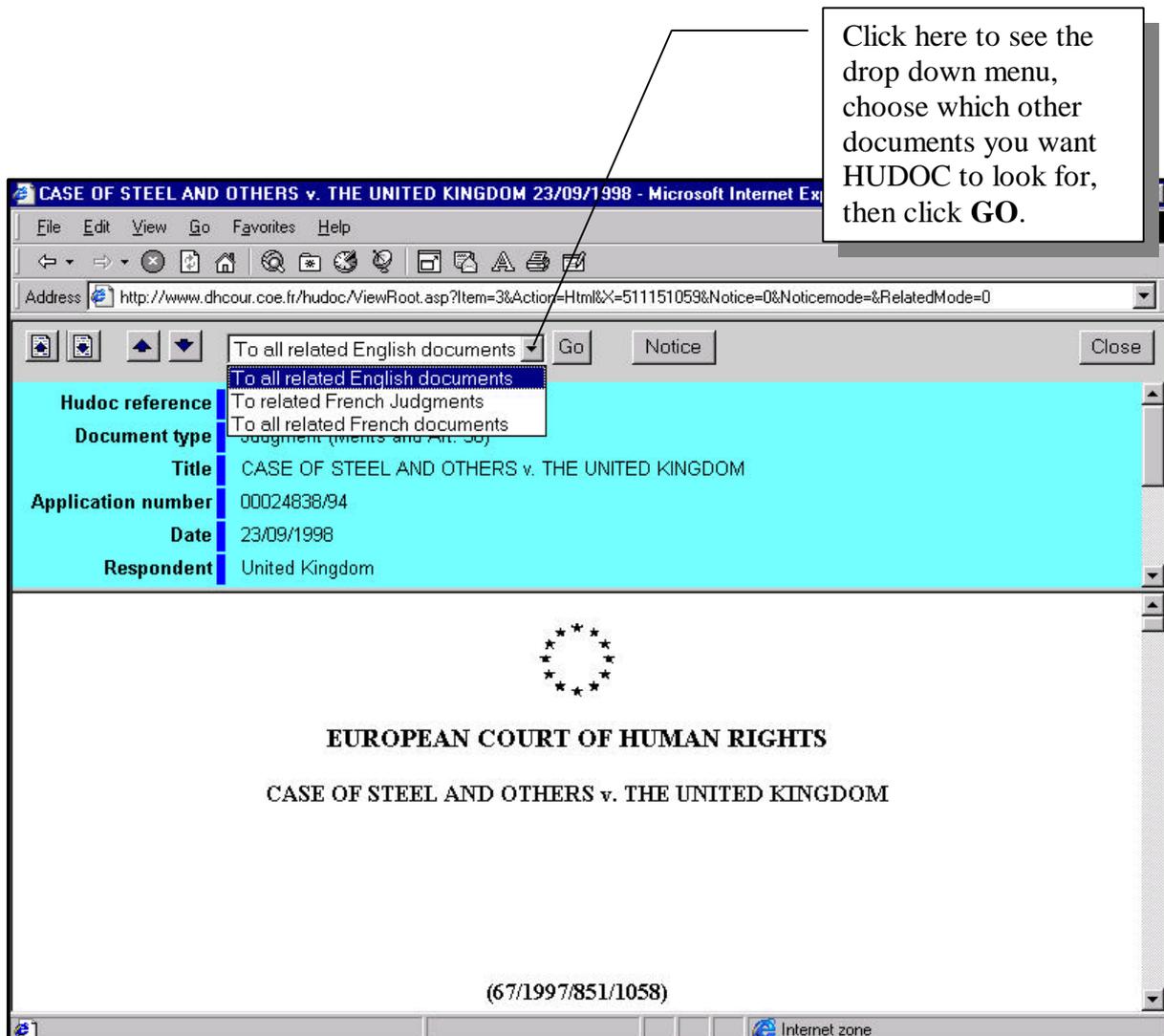
"Everyone arrested or detained in accordance with the provisions of paragraph 1 (c) of this Article shall be brought promptly before a judge or other officer authorised by law to exercise judicial power..."

If you have carried out a search in the Text, click here to go straight to the next (or previous) occurrence of that term in the document.

Unfortunately, at present, this function can only be used in documents contained in text format and not in documents in Word format. The new version of HUDOC will enable a wider use of this command. If the buttons do not work, click your mouse somewhere in the document section of the screen, then use the manual Find command (Ctrl + F) to locate the word or other item you have searched for.

FINDING OTHER RELATED DOCUMENTS

If you want to find other documents which are specifically related to this record, regardless of the initial search you have carried out, this can be done using the Go button at the top of the screen.



Click here to see the drop down menu, choose which other documents you want HUDOC to look for, then click **GO**.

CASE OF STEEL AND OTHERS v. THE UNITED KINGDOM 23/09/1998 - Microsoft Internet Explorer

File Edit View Go Favorites Help

Address <http://www.dhccour.coe.fr/hudoc/ViewRoot.asp?Item=3&Action=Html&X=511151059&Notice=0&Noticemode=&RelatedMode=0>

To all related English documents Go Notice Close

To all related English documents
To related French Judgments
To all related French documents

Hudoc reference	
Document type	
Title	CASE OF STEEL AND OTHERS v. THE UNITED KINGDOM
Application number	00024838/94
Date	23/09/1998
Respondent	United Kingdom



EUROPEAN COURT OF HUMAN RIGHTS

CASE OF STEEL AND OTHERS v. THE UNITED KINGDOM

(67/1997/851/1058)

Internet zone

The database will open a new window with another list of results for you to choose from (N.B. to close this particular window, click on the X in the top right-hand corner.)

Possible uses of this function include the following:

- you are looking at a judgment in English and you want to see the equivalent French translation
- you are looking at a decision in French and want to see the subsequent judgment and Council of Minister's report.

TIPS FOR PRINTING

Use the print button on the toolbar of your internet browser to print hard copies of the various screens in HUDOC.

Special tip for printing Summaries and Documents

Given that what you see as one page on the screen of your computer is often composed of several frames, it is a good idea to click somewhere in the Summary or the Document before printing. You won't see that this has changed anything, but it will tell the computer which part of the screen you want to print.

For example, if you want to print the Summary that you have on the screen in front of you, just click once somewhere on the blue background before clicking on the print button.

When printing a document, remember that the format (including page breaks) may be different to the original. If you want to print a document with the original layout intact, see the rubrics "[How to view an original version of a document](#)" and "[How to download an original version of a document](#)".

HOW TO COPY AND PASTE FROM THE SCREEN

Basic copying and pasting functions are available in HUDOC, either by using the browser menu (Edit, Copy/Paste) or the keyboard shortcuts (Ctrl + C, Ctrl + V) after selecting the text to be copied.

However, depending on the word processor, some formatting styles may be different and the copied section may not look exactly the same as the original version.

For more information on how to get around this problem, see the rubrics on "[How to view an original version of a document](#)" and "[How to download an original version of a document](#)".

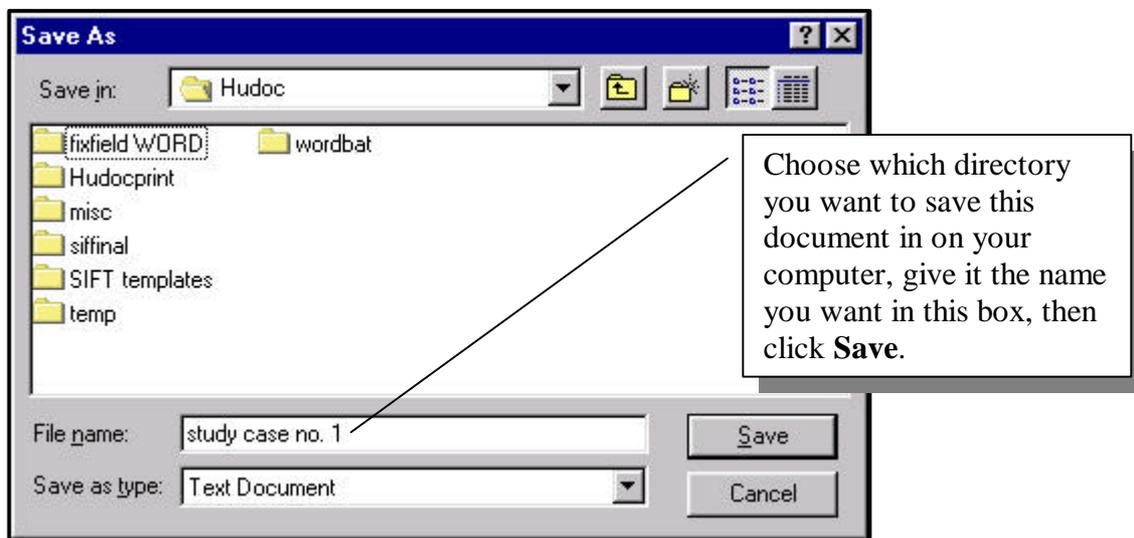
HOW TO DOWNLOAD AN ORIGINAL VERSION OF A DOCUMENT

HUDOC gives you the opportunity of downloading a copy of the original document. What does this mean? What difference does it make? This enables you to save the document on your own computer's directory structure or on a diskette.

Why would I want to do this?

You might want to do this if you are doing a lot of work on one or two particular cases, as you then won't have to find them in HUDOC each time you log on. Copies of them will be stocked on your computer's hard disk.

To download a particular document, click on the icon (see the rubric entitled "[Consulting the Documents and Summaries](#)") with the **right-hand button** of your mouse and choose **Save Target As...** from the menu. A screen similar to the following will appear.

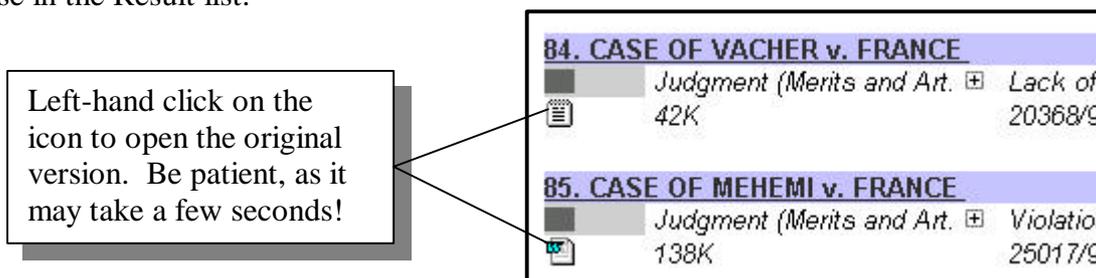


A message will confirm the completion of the download shortly afterwards. You can now access this document from your word processing package.

HOW TO VIEW AN ORIGINAL VERSION OF A DOCUMENT

As the formatting of a document can often be different when viewed on an internet browser, this function is particularly interesting for those who want to peruse a document in its original layout (particularly valid for more recent cases). Not only will the database open up an original version of the case file for you, but this will enable you to cut/copy and paste more easily.

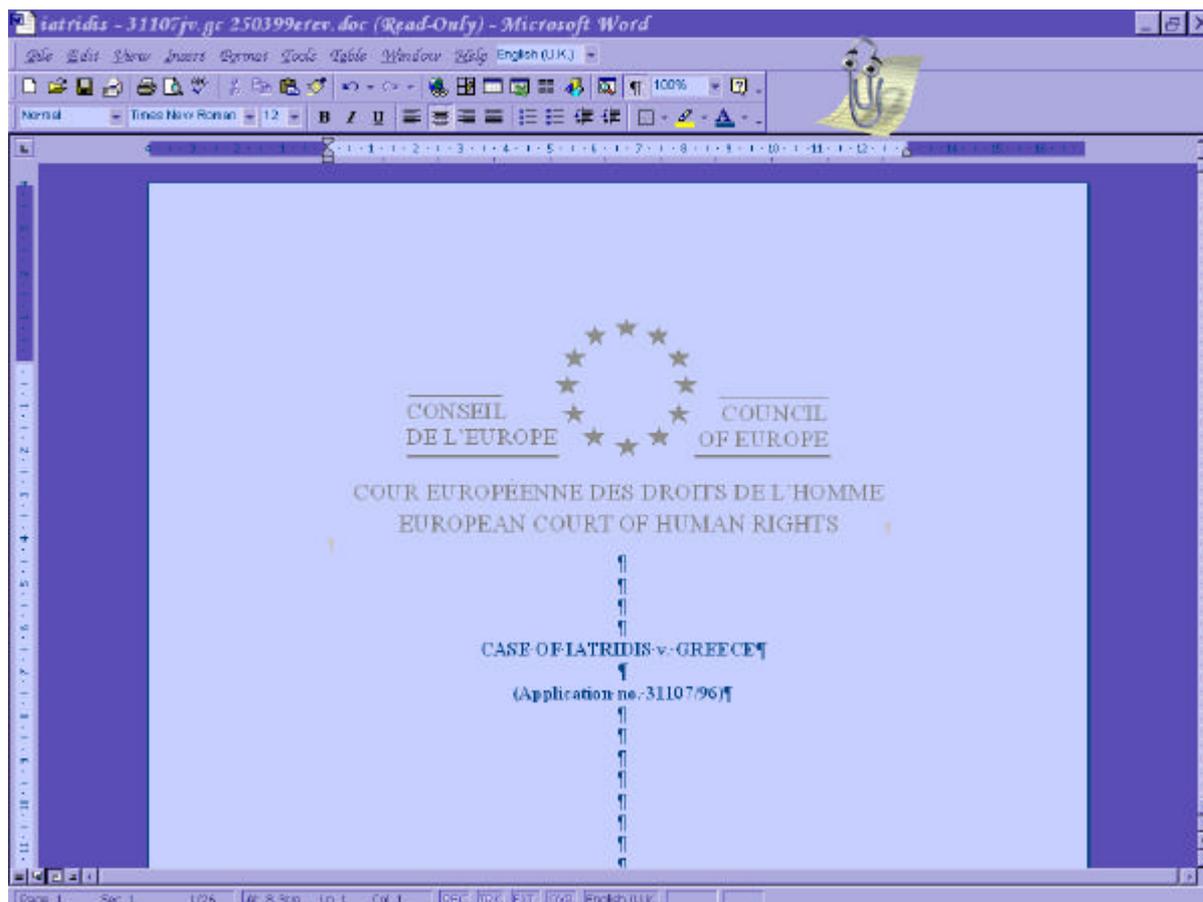
To open the original version, click on the icon underneath and to the left of the title of the case in the Result list.



Do not worry that there are different icons. This simply reflects the word processing system used in the initial preparation of the document.

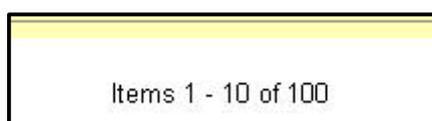
If you have the original software installed on your PC (Microsoft WORD in general), a new screen will open within Word containing the original version of the document⁶.

⁶ This function may present difficulties if you do not have compatible software. If this is the case, download the document and attempt to open it from your word processing package instead.



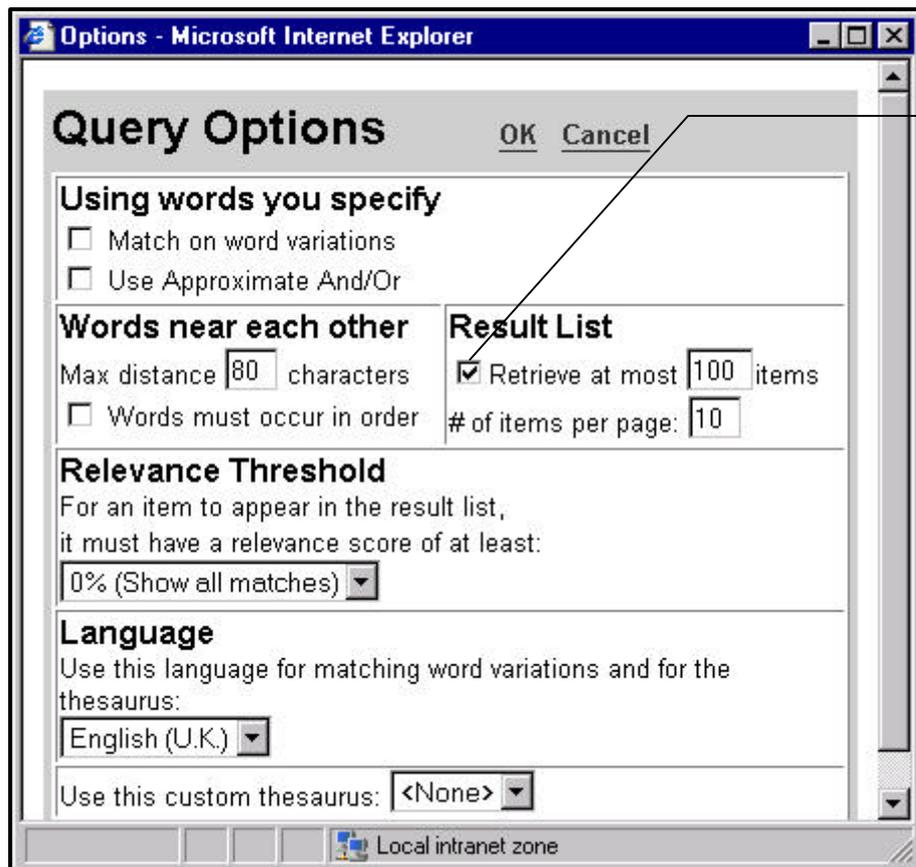
FORMATTING SEARCH RESULTS

By default, HUDOC only retrieves up to one hundred results at a time. If your initial search indicates that there might be more than 100 possible results, by showing the following:



and you need to retrieve every document responding to a certain set of search criteria, rather than just the first one hundred, there is a simple way of telling the database to take off this restriction.

By clicking on **Options** on the right-hand side of the search screen, the window below will appear.



Uncheck this box to run an unlimited search.

Click **OK** to register the changes. This window will close itself automatically.

If, on the other hand you want to restrict the search to fewer items, change the figure to the right.

If you now run the search again, simply by hitting the **Search** button (you don't need to enter the search criteria again), you will discover the true number of cases corresponding to your chosen search criteria.

Other changes of configuration can also be made in this window, depending on the required complexity of the searches you wish to undertake.

Very useful tip

If you want to print out the entire Result list of your search and are frustrated that you have to print it out 10 items at a time, change the figure in the **# of items per page** box in the Query Options menu. For example, try putting 100 items instead of 10.

Now, when you run your search, the results will be displayed on one very long Result list screen, which can be printed in one go, rather than in sections. Just click on the print button on your browser.