

# Family Law Link - Indiana: App Guide

Welcome to Family Law Link - Indiana! This guide will help you navigate the app and make the most of its features.

## 1. Getting Started: Logging In / Registering

To access the app's content, you'll first need to log in or register for an account.

- Login / Register Button: On the app's main screen, tap the "Login / Register" button.
- Sign-in Options: You will be presented with options to sign in or create an account using:
  - Email
  - Google
  - iCloud/Apple (coming soon)
- Follow the on-screen prompts for your chosen method to complete the login or registration process.
- Once logged in, you will have access to the app's main user interface.

## 2. Main Screen: Accessing Documents

After logging in, you'll see the main screen which lists available documents and resources which are only current as of the date of the most recent app version (**and any linked resources may not be up-to-date** as new versions may have been released and not yet imported into the app's linking system through a new release version of the app itself).

- Document List: Each button displays the title of a PDF document (e.g., "Title 31," "Parenting Time Guidelines") and its effective date or version.
- Tapping a Document: Tap on any document button to open it in the PDF viewer.
- Child Support Calculator (Attorney): This button will open an external link to the official Indiana Child Support Calculator website in your device's web browser.
- Help Button (?): The question mark icon (usually at the bottom right) opens this help guide.
- Logout: A "Logout" button is available (typically in the footer or a settings area) to sign out of your account.

## 3. Viewing PDFs

When you tap on a document, it will open in the PDF viewer.

- Scrolling: Swipe up or down to scroll through the pages of the PDF.
- Zooming: Use pinch gestures (pinch in to zoom out, pinch out to zoom in) to adjust the view of the PDF.

- Done Button: Tap "Done" in the top right corner of the PDF viewer to close the document and return to the main screen.

## 4. Navigating and Searching within a PDF

### a. Navigating Within a PDF

The PDF Viewer allows you to navigate within the PDF documents through the use of hyperlink text.

- For example, in the Title 31 PDF, you can tap on the colored article you to which you would like to navigate (i.e. "[Art. 15](#)") and it will navigate you to the beginning of Ind. Code 31-15 within the document.
- For the Guidelines (both Parenting Time and Child Support), you can tap on the title of the section or subsection (and even page number on the right) to which you want to navigate, and the App will take you to the beginning of the chosen section within the document.
- For the Rules (both Trial and Evidence), you can tap anywhere on the article or particular rule number and the App will take you to the beginning of the chosen article or rule.

### b. Searching Within a PDF

The PDF viewer includes a powerful search function to help you find specific terms within the document.

- Search Bar: At the top of the PDF viewer, you'll find a search bar. Tap inside it to bring up the keyboard.
- Entering Search Terms: Type the word or phrase you're looking for.
- Performing a Search: Tap the "Search" (or "enter" or "return") key on your device's keyboard.
- Search Results:
  - Title 31 takes a little longer (about 2-3 seconds to search through nearly 300,000 words on over 900 pages) to yield search results due to it's enormous file size, so be patient. The other PDF's yield results faster (almost instantaneous).
  - If your term is found, the PDF view will navigate to the first instance, and the search bar area will display the number of results (e.g., "1 of 13"). We are working on color highlighting the individual instances found, but, at present, the app will scroll to the first instance by placing it on the top of your screen.
  - Use the Up Arrow (Chevron Up) button to go to the previous search result.
  - Use the Down Arrow (Chevron Down) button to go to the next search result.
  - When moving between search result instances, the then current result will be shown at the top of your screen.
  - The current result number out of the total results found will update as you navigate.

- "Not Found": If your search term isn't found in the document, "Not Found" will be displayed. Check your spelling and try again or try another search term that is within the PDF within which you are searching.
- Clearing Search:
  - If you want to clear your current search term and results, tap the "X" icon in the search bar.
  - Alternatively, deleting all text from the search bar and submitting an empty search will also clear results.
- Dismissing Keyboard:
  - Tap "Done" on the keyboard's toolbar to dismiss the keyboard.
  - Tapping on the PDF content area will also dismiss the keyboard.
- Closing a PDF:
  - Tap "Done" on the top right corner of the screen to close the current PDF and you will be returned to the main screen.

## 5. Child Support Estimator

The Child Support Estimator (Estimator) includes a child support estimation function to help you determine an estimate of child support based on the fields in which you input data. At this time, the Estimator does not compute Post-Secondary Education Expenses (PSE), nor does it factor in PSE into support estimates. Also, the Estimator does not estimate support in situations where both parties are custodial parents (refer to how to determine support by reviewing the Indiana Child Support Guidelines), nor does it allow for variations in overnights among children, in that case, again, refer to the Indiana Child Support Guidelines for guidance in determining support in those circumstances. In the event you use this feature, you acknowledge it is an estimator, it has limitations, that you consent to the Terms of Service for the App, and you approve of the terms located within the Disclaimer shown after accessing or tapping the "Child Support Estimator" button. No matter what the Estimator provides, **it is an estimate without any guarantee of accuracy**. You are required to use the State of Indiana's Child Support Calculator to determine an accurate Calculation: <https://www.in.gov/courts/services/child-support-calculator/>.

The Estimator provides the user the ability to make child support estimates with quick, "on-the-fly" modifications to the typical child support data inputs. Always defer to the State of Indiana's Child Support Calculator to make an official calculation.

To use the Estimator:

- At the top of the screen, there is a switch labeled "Show Estimator Factors". When "Off" is selected, many non-user modifiable calculations are hidden and this provides a "quieter" or "cleaner" view by only showing the inputs, the modifiers to income, the "Percentage Share of Total WAI", the "Additional Weekly Expenses" (Child(ren)'s Portion of Insurance and Daycare), etc. When "On" is selected, the full calculation is shown. Regardless of whether

the switch is in the “On” or “Off” position, the child support estimate will remain the same and is only dependent upon your inputs.

- The benefit of the “On” position of the “Show Estimator Factors” is to aid the user in confirming the estimates based on user inputs match what is reflected on the State Issued Child Support Obligation Worksheet and the State of Indiana Parenting Time Credit Worksheet.
- Before you can enter data in any fields, you must first select, from the drop-down field labeled “Amount of Children” (1-8), how many children apply to your current estimate.
- After you select the appropriate “Amount of Children”, you may then enter, from the drop-down field labeled “Parenting Time”, the overnight ranges for the parties, the parties’ respective income and adjustments, and their additional weekly expenses.
- Within the “Parenting Time” section, if you select 181 -183 and 184+, and enter all other information, the Estimator will yield a result based upon a conclusion that the 184+ parent is paying controlled expenses. Selection of 184+ and 184+ will return an error and no estimate will be determined.
- The Estimator has been tested with several variation of incomes, adjustments, expenses, and parenting time credits (PTC), and yields estimates accounting for negative support.
- Again, no matter what the Estimator provides, **it is an estimate without any guarantee of accuracy**. You are required to use the State of Indiana’s Child Support Calculator to determine an accurate Calculation: <https://www.in.gov/courts/services/child-support-calculator/>.

## 6. Disclaimer

Upon first use after logging in (or if you haven't chosen to hide it permanently), a Disclaimer / Terms of Service screen will appear.

- Reading: Please read the terms carefully. You are responsible for ensuring the information contained within the app is current and applicable to your particular need.
- Viewing Full Terms: A button is provided to view the full "Terms of Service" document.
- Acceptance: You must check the box indicating you have read and agree to the Terms of Service to proceed.
- "Don't Show Again": You have the option to check a box to prevent this disclaimer and the prompt to accept the Terms of Service from appearing every time you open the app. If you check this, the app will remember your preference. The Terms of Service apply for use of the app regardless of whether you check the box to not see the message again.
- Continue: Tap "Continue" after agreeing to proceed to the app's main user interface.

## 6. Terms of Service & Help Documents

- Terms of Service: Can be accessed via the initial disclaimer screen, and the Developer’s website ([www.legallinkslc.com](http://www.legallinkslc.com)), and through a settings/about section (when later implemented).

- Help Document (This Guide): Can always be accessed by tapping the question mark icon (?) on the main screen.

We hope this guide helps you use Family Law Link - Indiana effectively!