

Strasbourg, 2 November 1994

<s:\cdl\ju\94\4e.ann>

Restricted

CDL-JU (94) 4

Appendix English version

Annexe version anglaise

EUROPEAN COMMISSION FOR DEMOCRACY THROUGH LAW

**An integrated approach to the production of the Bulletin
and the setting up of a database of the decisions of
Constitutional Courts**

Note by the Secretariat

A P P E N D I X

APPENDIX I

Note on the FOLIO VIEWS Software Package

1. Description

FOLIO Views 3.0 is a software package for documentation produced by the Folio Corporation (Mead Data). It is a manager of documentary databases, a hypertext software package, a publication tool and is able to integrate documents. There are French and English versions.

FOLIO software has achieved considerable success in recent years. It is used by the United Nations and the official journals of several countries are available on FOLIO (Australia, the United States and Mexico).

FOLIO is also used for the documentation of the case-law of the United States Supreme Court. In France, it is most notably used by the Constitutional Council (infobase of the 1958 constitution and Constitutional Council decisions) and by the Gazette du Palais (official law journal). FOLIO software has a large capacity. At the Gazette du Paris, it manages more than 80 Megabytes of data on ordinary 386 computers. The theoretical capacity limit given in the manuals is 16 tera-bytes (16 million Megabytes). The practical limit depends on the hard disk's capacity. One of the most important features of this software package is its compression technology (Folio's Underhead Technology). This enables FOLIO to compress texts by up to 50% of the original file size.

2. Equipment needed to use the software

For fast data management, FOLIO needs 486 SX/25 computers with a memory of at least 8 Megabytes RAM, 170 from the hard disk. It can be run under DOS or, preferably, under Microsoft Windows.

3. Structure of the infobase

The information base has a hierarchical structure and is comprised of records belonging to specific hierarchical levels. The paragraph is the smallest unit in terms of information. FOLIO identifies paragraphs mainly by means of Carriage Returns (Return). FOLIO offers a maximum of 255 levels for each infobase.

Within an infobase, information can be structured by creating fields. These fields can, for example, be based on the structure used for presenting decisions in the Bulletin on Constitutional Case-Law. Thus fields for "identification", "key-words of the systematic thesaurus", "keywords of the alphabetical index", "summary" and "supplementary information" can be created. A field can be used to develop an undefined number of sub-fields.

4. Management of the infobase

With FOLIO it is possible to import text files from widely known word processing systems (WordPerfect, MS Word). It is also possible to import ASCII files. These texts are automatically indexed, inverting every word, ie it is possible to search for any word, even "and" or "to".

5. Searches

FOLIO offers several search modes. The table below shows the different types of searches currently used at the French Constitutional Council for the infobases of the 1958 Constitution and Constitutional Council Decisions (synonymous search possibilities are separated by ";":

one word	constitution	"paragraphs" containing the word "constitution"
phrase	it is permissible	containing this phrase
and	council and law; council law; council & law	containing both terms
or	council or law; council / law	containing one or other word
several words	law judge council	containing all these terms
except	^law ; not law	not containing the word or containing one but not the other
or exclusive	x ~ y ; x xor y	containing one or other but not both
truncation	woma?n	words of 5 letters beginning with wom and ending with n
wildcards	const*	words beginning with "const"
proximity and order	"law constitution"/5	search with constitution included in the 5 words preceding law
proximity without order	"law constitution"@5	constitution included in the 5 words preceding or following law
thesaurus	incorporate\$	synonyms to be incorporated

It would be possible to search for constitutional court decisions with the tree structure of the

systematic thesaurus using a second infobase containing the tree of the systematic thesaurus where a key-word is first found and then in turn used to search in the constitutional decisions infobase.

6. Producing and disseminating data

FOLIO enables printing of a whole database or the results of a specific search. To edit the results of a search, FOLIO can be used as a word processing system.

With FOLIO, it is possible to disseminate information contained in an infobase via diskette or CD-ROM. This data can be used by the final user on DOS 6.0 or Microsoft Windows 3.0. In France, Transactive is already marketing legal data in the form of a FOLIO infobase on diskette (a survey of legal journals).

To disseminate information, the options are as follows (also see the FOLIO rate appended):

1. to have access to FOLIO VIEWS from all workstations for enabling all users to read, change, create, send and exchange bases (5000 FF for single work stations on a sliding scale).
2. to have access to one FOLIO in Strasbourg (5000 FF exclusive of tax) and VIEWS LITE for all possible users (2500 FF per workstation, on a sliding scale 30,000 FF for 25 workstations), enabling users to read and make simple changes but not to create infobases.
3. to have access to one FOLIO and come to an arrangement with FOLIO Corp on internal access to infobases through PreViews (reading only) free of charge.
4. to have direct access to the CIDK (Commercial Infobase Distribution Kit) module (20,000 FF exclusive of tax) and acquire the right to diffuse FOLIO VIEWS VIP (infobase reader) on terms set by FOLIO, ie either by pre-payment (50,000 FF per 100, or 500 FF each, to be recouped on sale of infobase) or by royalties (5 to 10 % of the sale price).

For the time being, the Secretariat favours option 3.

7. Assessment

FOLIO is certainly a very high-performance software package. It is fast, accurate and user friendly. With FOLIO it is possible to create a database at a moderate cost. The services of a full-time computer engineer are not necessary for maintaining the software package. FOLIO offers a large number of search modes. Thus it meets all the requirements which a constitutional case-law database should meet at this initial stage of the project.