

USER'S GUIDE

The index to Minnesota Statutes 1988 combines into one alphabetical arrangement references to the statutes, the Minnesota State Constitution, and the University of Minnesota Charter. Unless otherwise indicated, references in the index are to statutory section numbers. References to the Constitution of Minnesota are to the article and section numbers and, except for instances when listed under the main heading CONSTITUTION OF MINNESOTA, are shown by the abbreviation "Const." The Charter of the University of Minnesota is indexed under the main heading UNIVERSITY OF MINNESOTA; references are to the section number of the Charter. Index entries to the five tables in volume ten are indicated by the direction "see TABLE ____." Index entries to the preface are indicated by the direction "see PREFACE, volume one." Index entries to court rules appear as follows:

COURTS

Rules, text, see COURT RULES, volume nine

The individual entries in the index are arranged under alphabetized main headings which appear in boldface capitalized type. The words and phrases forming the main headings are selected from terminology used in the Statutes, Constitution, and Charter. Entries are usually terms and phrases that describe persons, places, and things, and that reflect concepts associated with statutory language or that are in common usage.

Main headings and the entries under each main heading are arranged in word-by-word alphabetical order to the first comma, at which point the alphabetizing is renewed. For example:

Executive secretary, unclassified employees, retirement
Executive secretary and consultant, compensation

Two types of cross-references are used in the index. They are to either another main heading or to an entry within the same heading.

1. A "See" or "See also" reference under a main heading and a "see" reference within a subheading to an entry shown in all capital letters directs the user to another main heading. For example:

AGRICULTURE

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Apiaries, see APIARIES

ADMINISTRATIVE AGENCIES AND PROCEDURE

See ADMINISTRATIVE PROCEDURE ACT
See CONTESTED CASES
See RULES, RULEMAKING

2. A lower-case "see" reference to an entry with the phrase "this topic" directs the user to look within that main heading for an entry. For example:

CHILDREN

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When used as main headings, the names of departments, agencies, boards, commissions, and committees are inverted if necessary to place the substantive word in the

name first in the index entry. For example: ADMINISTRATIVE HEARINGS, STATE OFFICE OF. The inverted heading is then placed in the alphabetical position for the first word in the heading.

There is a main heading for POPULAR NAMES, ACTS BY, in its alphabetical position in the index. The index entries under the heading list statutory and popular names given to sections and groups of sections in the statutes.

The main heading DEFINITIONS indexes words and phrases defined in statutes. It is incomplete; in this edition it includes definitions in the statutes newly enacted since 1981 and in those sections reindexed for this edition.

The index to Minnesota Statutes is prepared by the office of the Revisor of Statutes. The indexing is an ongoing process. User suggestions and complaints are welcome. Please use the preaddressed cards enclosed with Minnesota Statutes 1988 to notify us about suggestions for improvements or corrections. Comments about the index may also be made by calling the office of the Revisor of Statutes at (612) 296-2868.

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