Quick-Start Guide

NYSentencing

January 27, 2024

Welcome to NYSentencing – your essential tool for sentencing analysis in New York State criminal cases. This Quick-Start Guide will quickly orient you to the 2024 version, enabling you to navigate the interface efficiently and access vital sentencing information quickly.

Accessing NYSentencing

– Open your web browser, and navigate to NYSentencing.com.

– Click on the "2024 Version" button to launch the application.

– If prompted, enter your login credentials to access the full suite of features.

(*Note*: For a limited time, the 2024 Version (*beta*) is offered free to all, with no login required.)

Navigating to an Offense

Once launched, you will see the heading for "Table of Contents" (ToC).

– Clicking on any entry toggles it to expand or collapse, allowing you to view nested Chapters, Parts, Titles, Articles, and Sections.

– Expand, and Scroll, to locate the specific offense you are researching.

Generating a Sentencing Report

– Click on an offense Section citation to open its page.

– If the offense has multiple subdivisions, select the relevant subsection from the subsection menu.

– To view the statutory text, click the "hamburger" toggle (three horizontal lines). This will display the full text of the section, which is annotated with links to definitions and related statutes. Click the hamburger toggle again to hide the text.

– For a sentencing report, locate the "Sentences" bar at the bottom of the offense page:

   – Choose either "Completed" or "Attempted" from the dropdown menu.

   – Select appropriate "Defendant status" reflecting category of offender.

   – Click the "Sentences" button.

Understanding and Interacting with the Sentencing Report

The Sentencing Report initially displays with all its sections collapsed (hidden).

– Click any section header (State prison, Local jail time, *etc.*) to expand and view details of that sentencing alternative.

– Highlighted text in expanded report sections links to relevant statutory text or other authority.

Printing the Report

– Expand any report sections you wish to print.

– Use your browser's print function to print the report. Only expanded sections will be included.

(*Hint*: Direct your computer or device to print to a PDF file, to produce an electronic report that can be stored or shared.)

– After viewing or printing the Sentencing report, use your browser's Back button to return to the offense page or to the Table of Contents.

Exploring Variations

– To consider sentencing variations for this offense, adjust controls for "Completed/Attempted" and "Defendant status", and re-run the report.

– This allows you to explore different sentencing scenarios based on varying parameters.
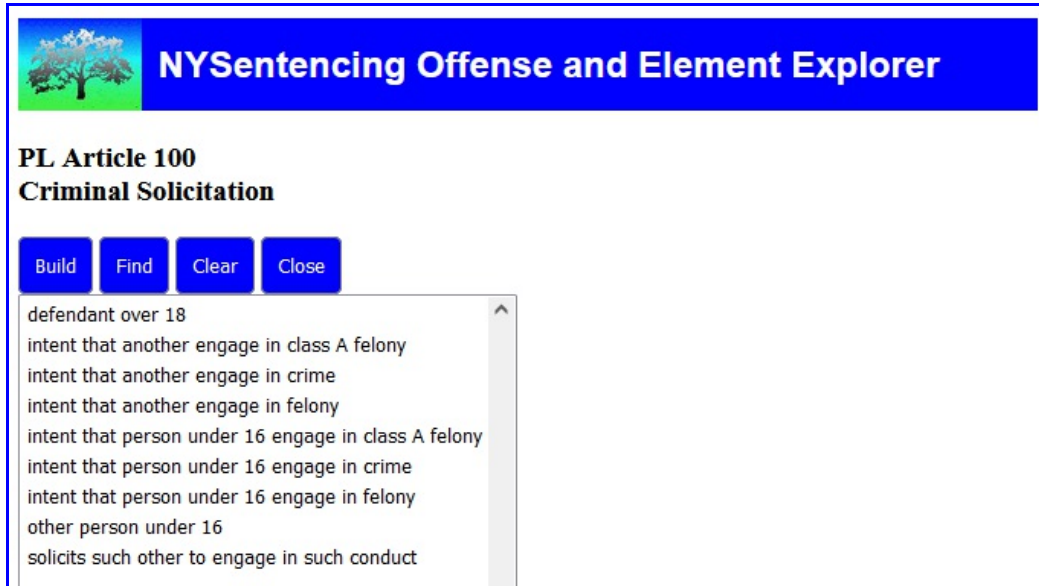
Additional Resources

– For further analysis of this offense, use the Elements, Bail, Pleas, and CJI2d buttons to access more information.

– For related offenses, use the "Lesser Included" bar to find lesser included or greater inclusory offenses:

– Select "Lesser included" or "Greater inclusory" from the dropdown control.

– Check or uncheck the "with Argument" checkbox to select whether or not your report will include supporting explanations.

– Click "Offenses" to view the related offenses report.

– At the bottom of the report, Click "Print" to print the report or "Go Back" to return to the offense page.

Advanced Features – Explore elements and offenses

– Clicking any blue button found at the end of a ToC Article listing labeled "Explore elements and offenses" opens, in a new tab, the "NYSentencing Offense and Element Explorer" for that Article.

– The Offense and Element Explorer presents a list of all offense elements contained in offenses defined in that Article.

– Click a single element and click "Find" to create (in a new tab) an "Offense Finder Report" listing all offenses from that Article which contain the selected element.

– From the Offense and Element Explorer, select multiple elements and click "Build" to create an Offense Builder Report listing offenses that may be constructed from the selected elements

– Click "Clear" to clear the form. Click "Print" to print the report. Click "Close" to close.

Note on Updates

The 2024 Version maintains the core functionality of prior versions of NYSentencing, with a redesigned UI for improved user experience. Not all features and functions from 2023 are as yet implemented. Additional features and functions are being added to the 2024 Version as they are being completed.

Feedback and Support

Should you need assistance or wish to provide feedback, please use the Contact page of NYSentencing.com.