**AVIZE Quick Reference (Dec. 12, 2017)**

**Data Panel** (left-hand side of screen)

1. What is data? Text that has been imported into AVIZE for use as support in arguments. Each item has been annotated with metadata such as source, reliability, and likelihood.
2. Actions:
   * Select file: using File menu at upper left, select which data file to open
   * View/hide metadata: click “Metadata” label to open/close metadata view
   * Scroll up/down panel; Slide panel open/closed (click border)
   * Drag and drop data item onto Workspace

**Argument Scheme Panel** (right-hand side of screen)

1. What is a scheme? A basic pattern of reasoning. Each scheme has
   * One or more *premises*: starting point of reasoning. If all of the premises are (or likely to be) true, then the conclusion may be true.
   * *Conclusion*: What follows from the premises.
   * *Critical questions*: One or more ways of challenging the argument.
   * *Example*: Example of argument
   * Note: a “generic” scheme is provided if you wish to define your own scheme (with any number of premises and your own list of critical questions).
2. Actions:
   * Scroll up/down panel; Slide panel open/closed (click border)
   * Open/close scheme Description, Example, or Critical questions: click labels
   * Drag and drop scheme onto central Workspace to create argument template

**Workspace** (center of screen)

1. What is it? The place for constructing argument diagrams made up of *proposition boxes*, *evidence*, *argument templates*, and *connectors*.
   * *Proposition box*: Box containing sentence to be used as premise, conclusion, or answer to critical question
   * *Argument template*: When scheme (in panel on right-hand side) is dragged and dropped onto workspace, its premises and conclusion are displayed in box and arrow format
   * *Evidence*: Items from data panel used as evidence for premise
   * *Connectors*: Lines connecting multiple arguments for the same conclusion, counter-arguments, and critical questions (see Actions for Combining Arguments)
2. Simple Actions:
   * Create/edit/delete *proposition box* (Right-click on workspace to create new box; type inside box to edit; right-click inside box then select “Delete proposition” to delete)
   * Drag and drop *data* from data panel to workspace; drag and drop data onto other data to make a “clump”; drag out to detach data from clump; drag and drop data or clump onto proposition box or premise to create support (click on “Evidence” label to open/close view)
   * Drag and drop proposition box onto premise or conclusion of argument scheme template to add to argument; or left-click on empty box in template to type directly into it.
   * Show/edit/hide comment: Right-click on proposition box to show/hide; Edit by typing in box; move comment around by dragging.
   * Move argument (Drag and drop conclusion to desired location)
   * Detach proposition from argument (Right-click, then select “Detach proposition”)
   * Delete argument (Right-click conclusion, then select “Delete argument”)
   * View/hide certainty annotation (Right-click, then select on/off); type over to edit

(continued on p. 2)

1. Actions for Combining Supporting Arguments:
   * Chained Argument (when conclusion of one argument -- the “subargument” -- is to be used as premise of another argument): Drag and drop conclusion of subargument onto premise of the other argument and AVIZE will connect the two arguments.
   * Multiple Arguments/Same Conclusion (when there is more than one independent argument for the same conclusion): Drag one conclusion onto the conclusion of the other argument. (If the wording of the conclusions is not the same, you are required to choose which wording to use for the combined argument.) AVIZE will then link the two arguments with the label “Multiple arguments for the same conclusion” with a circle icon above each independent argument. Right-click on the circle icon for the menu of actions specific to that argument.
2. Actions for Challenging an Argument: Critical Questions
   * Right-click on the name of an argument scheme in an argument diagram in the workspace to see a menu of critical questions; select one and AVIZE will link it to that argument with a “Critical Question” icon
   * Right-click the critical question icon for an option to delete it.
   * Multiple critical questions can be added to an argument diagram
   * Provide an answer for the critical question with a single proposition, or drag an argument onto it.
3. Actions for Challenging an Argument: Counter Arguments
   * The conclusion of a counter-argument can simply be the negation of the conclusion of the other argument, or a conclusion that is not compatible with it.
   * To create: Right click the conclusion of an argument and select “Add counter argument” to add a counter argument, and AVIZE will link it to that argument with a counter-argument icon.
   * Multiple counter-arguments can be given to the same argument.