

II. Finding Free Legal Research and Free Case Law

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A. How to Search Google - and the Web - Like a Pro

First, it is important to understand the difference between a search engine and a directory. As explained by Kimmons,

A search engine is a web site that collects and organizes content from all over the internet. Those wishing to locate something would enter a query about what they'd like to find and the engine provides links to content that matches what they want.

Google.com has become the most widely used search engine on the Internet. Other top engines include:

- Yahoo.com
- Dogpile.com
- Ask.com
- Bing.com

To understand why listings rise to the top of search engine results, we need to know the motivations of all of the players.

- **The searcher:** Someone is on the Web searching for information or a product or service. They want to enter some key words that represent to them the item for which they're searching and have *relevant* websites pop to the top of the search that are going to answer their question or meet their needs.
- **The search engine:** The search engines are making money selling ad space to websites, businesses and marketers. The more search traffic they can generate, the more eyes on their ads, and the more money that is made. Their goal is to have the most *relevant* sites pop to the top of search results so that the searchers find what they want and return to do another search.
- **The website or marketer:** They want these Web searchers to click to their site so that they can present their message and/or sell their products or services. They of course want to have the searcher arrive at a *relevant* page to their search so they are more likely to take the action desired by the site/marketer. (James Kimmons, *Search Engine*, The Balance, June 9, 2015, <https://www.thebalance.com/search-engine-2867354>, accessed 8/24/17.)

On the other hand, as defined by Wikipedia,

A web directory or link directory is a directory on the World Wide Web. A collection of data organized into categories. It specializes in linking to other websites and categorizing those links.

A web directory is not a search engine and does not display lists of web pages based on keywords; instead, it lists web sites by category and subcategory. Most web directory entries are also not found by web crawlers but by humans. The categorization is usually based on the whole web site rather than one page or a set of keywords, and sites are often limited to inclusion in only a few categories. Web directories often allow site owners to submit their site for inclusion, and have editors review submissions for fitness.

RSS directories are similar to web directories, but contain collections of RSS feeds, instead of links to websites. (*Web Directory*, Wikipedia, Aug. 15, 2017, https://en.wikipedia.org/wiki/Web_directory, accessed 8/24/17)

Additional clarification is provided by DirectoryOne.com,

Search engines and the directories are two different services available to the Web community. However, many people do not know the difference between them. Search engines have databases built up by "robots", which visit a websites and add information to their database. On the other hand, directories are human edited and build their indexes with editors who visit websites, and add to the directory the sites that they consider to be a valuable resource.

Some search engines and directories include both types of indexes, and are known as "hybrids". Some examples of search engines are Google, Gigablast, and Alltheweb. These search engines use programs (known as robots), with the following functions:

1. To find web pages.
2. To scan the contents of a web page.
3. Return its findings to the search engine's databases.

Most search engines update their databases frequently. When web searchers use a search engine to locate websites relevant to the keyword (or key phrases) searched, they are searching the search engine's database. Therefore, a search engine with a frequently updated database should provide better search results.

The best known directories are Yahoo, Business.com, Dmoz.org, and Looksmart. These directories employ human editors to review websites that are submitted for possible inclusion into their directory. The directories usually include only the main page of a website, while search engines can include many pages from a

website. The process of adding sites to a directory manually is much slower than the automated work of robots. Therefore, most of the time there are many more websites indexed by a search engine than in a directory. However, the directories have an advantage: The data organization.

Directories, unlike search engines, use a tree hierarchic structure to organize their database. This hierarchic organization allows the existence of specialized directories, by subject or by geographic location. One example is Checkhouston.com, a directory dedicated specifically for information and businesses in the area of Houston, Texas.

(<http://www.directoryone.com/articles/search-engines-vs-directories.htm>, accessed 8/24/17).

Levitt and Davis provide additional information about portals and directories versus search engines as it relates to legal research.

Portals and directories are quite different from a search engine. Search engines return their results via automated programs that do not rely on human intervention. In contrast, legal portals and directories employ humans to create their products. These humans (usually law librarians or lawyers) have the subject expertise to be able to categorize the sites (just as a librarian would catalog a book by subject) and to judge whether a site is reliable before adding it to the portal or directory. This ensures that you will be able to easily pinpoint relevant and reliable sites. (Carole A. Levitt & Judy K. Davis, *Internet Research on a Budget: Free and Low-Cost Resources for Lawyers*. Chicago: ABA Law Practice Division, 2014)

In order to search the web most effectively, it is important to understand how search engines really work. Franklin provides a nice description of how Internet search engines work:

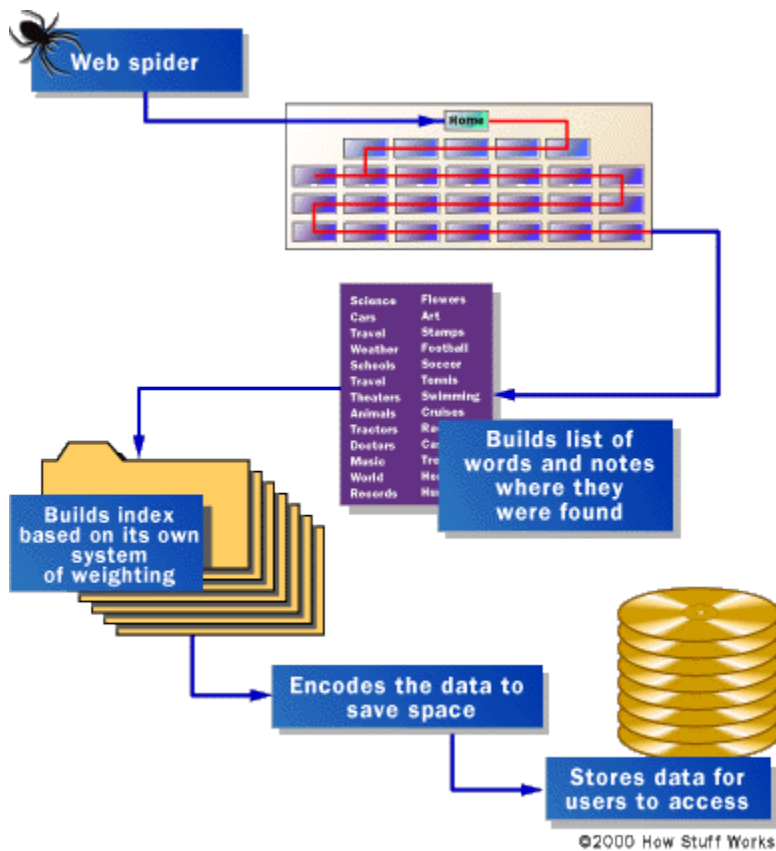
The good news about the Internet and its most visible component, the World Wide Web, is that there are hundreds of millions of pages available, waiting to present information on an amazing variety of topics. The bad news about the Internet is that there are hundreds of millions of pages available, most of them titled according to the whim of their author, almost all of them sitting on [servers](#) with cryptic names. When you need to know about a particular subject, how do you know which pages to read? If you're like most people, you visit an **Internet search engine**.

Internet search engines are special sites on the Web that are designed to help people find information stored on other sites. There are differences in the ways various search engines work, but they all perform three basic tasks:

- They search the Internet -- or select pieces of the Internet -- based on important words.
- They keep an index of the words they find, and where they find them.
- They allow users to look for words or combinations of words found in that index.

Early search engines held an index of a few hundred thousand pages and documents, and received maybe one or two thousand inquiries each day. Today, a top search engine will index hundreds of millions of pages, and respond to tens of millions of queries per day. In this article, we'll tell you how these major tasks are performed, and how Internet search engines put the pieces together in order to let you find the information you need on the Web. (Curt Franklin, *How Internet Search Engines Work*. How Stuff Works, <http://computer.howstuffworks.com/internet/basics/search-engine.htm>, accessed 8/24/17).

He also provides a very nice graphic of how search engines employ special software robots, called **spiders**, to build lists of the words found on web sites. When a spider is building its lists, the process is called **Web crawling**.



"Spiders" take a Web page's content and create key search words that enable online users to find pages they're looking for. (*Id.* at 2)

Because the amount of content on the web is so vast and because it does not use any kind of formal indexing or controlled vocabulary, it is helpful to learn Boolean logic to create the best search strategies for finding relevant documents. Franklin describes the various options for creating search strategies using Boolean logic:

Searching through an index involves a user building a **query** and submitting it through the search engine. The query can be quite simple, a single word at minimum. Building a more complex query requires the use of Boolean operators that allow you to refine and extend the terms of the search.

The Boolean operators most often seen are:

- **AND** - All the terms joined by "AND" must appear in the pages or documents. Some search engines substitute the operator "+" for the word AND.

- **OR** - At least one of the terms joined by "OR" must appear in the pages or documents.
- **NOT** - The term or terms following "NOT" must not appear in the pages or documents. Some search engines substitute the operator "-" for the word NOT.
- **FOLLOWED BY** - One of the terms must be directly followed by the other.
- **NEAR** - One of the terms must be within a specified number of words of the other.
- **Quotation Marks** - The words between the quotation marks are treated as a phrase, and that phrase must be found within the document or file. (Franklin at 5)

Some databases and search engines may substitute symbols and numbers for words. For example, proximity connectors may include *adj* (for adjacent), *before/#* (the first word is within whatever number of words that you select of the second word in that order) and *near/#* (specifies that the first word is within whatever number of words you select of the second word and in any order). (Levitt & Davis at 53) Wildcards can be indicated by a question mark (?) to replace one character before, within or after a search term and the asterisk symbol (*) to replace one or more characters before, within or after a search term. (*Id.*) The authors note that parentheses should be used when creating complex searches, especially searches with multiple proximity connectors and/or multiple field operators. (*Id.*) Many databases and search engines will use field code or tags that let you restrict your search to just author, title, etc. Whatever search engine or database you are using, you will want to become familiar with the particular words, abbreviations and symbols it uses so that you can effectively increase the relevance of your search retrieval.

The National Library of Medicine provides some simple examples of using OR, AND or NOT in a search strategy:

OR:

- Used to retrieve a set in which each citation contains *at least one* of the search terms.
- Use OR when you want to pull together articles on similar topics.

Example: *football OR hockey OR soccer*

Each circle in the diagram to the right represents the retrieval for each term. The grey areas represent the retrieval for this example – all records that include any one of these terms.



The table below represents sample results for each term, then for the terms combined with OR.

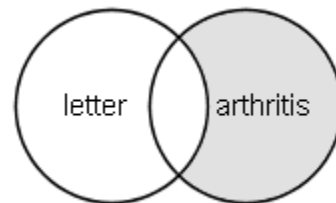
Search terms	Results
football	4819
hockey	1058
soccer	2517
football OR hockey OR soccer	6090

NOT:

- Retrieves a set from which citations to articles containing specified search terms following the NOT operator are eliminated.

Example: *arthritis NOT letter*

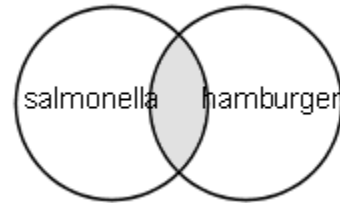
Note in the diagram to the right and in the sample search results below that the retrieval is a portion of the total retrieval for arthritis – that portion not including the term letter.



Search terms	Results
arthritis	167,933
letter	617,646
arthritis NOT letter	159,681

AND:

- Used to retrieve a set in which each citation contains *all* search terms.



Example: *salmonella AND hamburger*

Note in the diagram to the right and in the sample search results below that the retrieval is only the overlap of the results for each term – those records in which both terms appear.

Search terms	Results
salmonella	64810
hamburger	2494
salmonella AND hamburger	12

- AND is the default operator used in PubMed. If you do not include Boolean operators in your search, PubMed will automatically use AND between terms.

Example: *diabetes mellitus phototherapy*

PubMed searches as: *diabetes mellitus AND phototherapy*

(From *Introduction to Boolean Logic*, National Library of Medicine, July 8, 2015, http://www.nlm.nih.gov/bsd/disted/pubmedtutorial/020_350.html, accessed 8/24/17)

Although Google tends to be the default search site for anything on the web, there may be other options to consider. The question is: which search engines are the best? Gil provides an interesting article on the best search engines of 2017. (Paul Gil, *What Are the Best Search Engines of 2017?*, About Tech, Aug. 2, 2017, <https://www.lifewire.com/best-search-engines-2483352>, accessed 8/24/17. As he states:

Most people don't want three dozen search engines, especially people who are not trained internet users. Most people want a single search engine that delivers three key features:

1. Relevant results (results you are actually interested in)
2. Uncluttered, easy to read interface
3. Helpful options to broaden or tighten a search

With this criteria, several reader favorite search engines come to mind. These search sites should meet 99% of the searching needs of a regular everyday user.

- Google Search
- Duck Duck Go Search
- Bing Search
- Dogpile Search
- Yippy Search
- Google Scholar Search
- Webopedia Search
- Yahoo! Search (and More)
- The Internet Archive Search

Likewise, Elise Moreau provides a number of alternative search engines to use instead of Google. (Elise Moreau, A List of Search Engines to Use Instead of Google: Try These Other Search Engines to Find What You're Looking For Online. Nov. 19, 2016, <https://www.lifewire.com/search-engines-google-alternatives-3486155>, accessed 8/24/17):

- Bing
- Yahoo
- Ask
- Duck Duck Go
- Wolfram Alpha
- IxQuick
- Yandex
- Similar Site Search

Of course, within Google itself are a number of different options for searching. (Marziah Karch, 10 of Google's Other Search Engines, March 11, 2017, <https://www.lifewire.com/other-search-engines-4039631>, accessed 8/24/17):

- Google Scholar
- Google Patent Search
- Google Shopping
- Google Finance
- Google News
- Google Trends
- Google Flights
- Google Books

- Google Videos
- Google Custom Search Engine

Finally, there may be times when a lawyer needs to locate an image instead of text. Fortunately, Boswell has provided an article outlining the choices for image search engines, image search sites and reverse image searches. (Wendy Boswell, The Best Image Search Engines on the Web, July 6 2017, <https://www.lifewire.com/where-to-find-images-online-3482427>, 8/24/17):

- Image Search Engines
 - Google Image Search
 - Picsearch
 - Yahoo Image Search
- Image Search Sites
 - Flickr
 - Fabfotos.com
 - Getty Images
 - Hubble’s Greatest Hits
 - University of Colorado Garst Photographic Collection
 - American Memory Collections: Photos and Prints
 - The Smithsonian Institution Archives Collections
 - Classroom Clipart
 - Eastman Museum
 - The LIFE Picture Collection
 - National Geographic Photography Collection
 - NASA Image and Video Library
 - NYPL Digital Gallery (New York Public Library)
 - Public Domain Images
- Reverse Image Search
 - The URL where the image resides
 - TinEye

The advice may be to try a number of different search engines to determine which you like the most and then to practice searching with them so that you are comfortable with the subtle nuances of each and proficient with the functionality and special features.

As the technology improves, we will enjoy more robust search engines that can actually “think” for themselves and can understand words and phrases in context. This is the future of searching. These newer types of search strategies being developed can more

accurately capture what the user is searching for. Franklin reported on two opportunities that show promise in the future:

One of the areas of search engine research is **concept-based** searching. Some of this research involves using statistical analysis on pages containing the words or phrases you search for, in order to find other pages you might be interested in. Obviously, the information stored about each page is greater for a concept-based search engine, and far more processing is required for each search. Still, many groups are working to improve both results and performance of this type of search engine. Others have moved on to another area of research, called **natural-language queries**.

The idea behind natural-language queries is that you can type a question in the same way you would ask it to a human sitting beside you -- no need to keep track of Boolean operators or complex query structures. The most popular natural language query site today is AskJeeves.com (now Ask.com), which parses the query for keywords that it then applies to the index of sites it has built. It only works with simple queries; but competition is heavy to develop a natural-language query engine that can accept a query of great complexity. (Franklin at 6)

Massive amounts of information are now being generated in digital form in a wide variety of formats and file sizes. The era of “big data” is clearly upon us. And that is where we will turn to technology to help solve the problem. Data mining, algorithms, tags, etc. are all being developed and tested, by entrepreneurs and vendors as well as by faculty researchers in my own school. (See Mathew Palakal, Ph.D.,

<http://soic.iupui.edu/people/mathew-palakal/>, accessed 8/24/17.) Some resources on big data and data analytics in the context of law include:

- JR Jenkins, *How to Handle the Big Data Problem Like Abraham Lincoln*. Peer to Peer, vol. 30, no. 2, Summer 2014, pp. 12-14.
- Peter Ozolin, *Listening to Big Data: Finally, Relevant Information for Business Development*. Peer to Peer, vol. 29, no. 4, December 2013, pp. 44-47.
- Nick Patience, *The Value of Big Data to Law Firms*. Peer to Peer, vol. 29, no. 1, March 2013, pp. 70-71.
- Nicole Blake, *And the Data Went Kaboom*. Peer to Peer, vol. 29, no. 1, March 2013, pp. 43-46.

- Joe Dysart, *The Dawn of Big Data: Mining the Information Mother Lode for Pricing, Practice Tips and Predictions*. ABA Journal, May 2013, pp. 42-47.
- Sharon D. Nelson & John W. Simek, *Big Data: Big Pain or Big Gain for Law Firms?* Sensei Enterprises, Inc., 2013.
- Toni Minick, *Data Analytics for Profitable Business Development*. Peer to Peer, vol. 31, no. 2, Summer 2015, pp. 56-58.
- Jonathan Ashtor, *The Future of Patent Analysis at Skadden*. Peer to Peer, vol. 31, no. 2, Summer 2015, pp. 36-38.
- Sarah Garber, *The Third Wave: Why Big Data is the Future of Legal Tech*. IP Watchdog, August 9, 2016, <http://www.ipwatchdog.com/2016/08/09/big-data-future-legal-tech/id=71675/>, accessed 8/24/17.
- Dan Steiner, *Data Analytics and Your Law Firm*. LTT: Law Technology Today, April 28, 2016, <http://www.lawtechnologytoday.org/2016/04/big-data-law-firm-data-analytics-influencing-cases/>, accessed 8/24/17.
- Nick Goseland, *The Big Data Revolution*. Above the Law, April 1, 2016, <http://abovethelaw.com/2016/04/the-big-data-revolution/>, accessed 8/24/17.
- Peter Hanton, *Big Data: Changing the Way We Work*, The Law Society Gazette, July 18, 2016, <http://www.lawgazette.co.uk/law/practice-points/big-data-changing-the-way-we-work/5056604.fullarticle>, accessed 8/24/17.
- Deb Dobson, *How Big Data Can Solve Problems - Big Data 101*, ILTA webinar, April 29, 2015, http://connect.iltanet.org/viewdocument/2015-how-big-data-1?_ga=1.233032990.1469280009.1476121881&ssopc=1, accessed 8/24/17.
- Christian Zust, *How Big Data Can Solve Problems - Advanced Statistical Analysis*, ILTA webinar, July 6, 2015, http://connect.iltanet.org/viewdocument/2015-how-big-data?_ga=1.165832126.1469280009.1476121881&ssopc=1, accessed 8/24/17.
- Richard L. Hermann, *Data Law: The Brave New World*, The National Jurist, Fall 2016.
- *Big Data and Little Data Are Smarter Together*, ILTA webinar, Aug. 16, 2017, <https://www.iltanet.org/viewdocument/big-data-and-little-data-are-smarte>, accessed 8/24/17.

An excellent handout from FindLaw, which was distributed at the State Bar of

Michigan's Solo & Small Firm Institute, helps us visualize how the web has impacted the search for legal services and information by the public.

LEGAL MARKET TRENDS

The web is crucial for those in search of legal service



FindLaw

CONSUMER INSIGHT

72% of people contact potential attorneys **VIA PHONE**

87% of those who contact an attorney go on to **HIRE AN ATTORNEY** and 64% of them only contact one attorney

78% think it is important to have a **LOCAL ATTORNEY** (within 24 miles)

58% of consumers with a legal need **TAKE ACTION WITHIN ONE WEEK**

Source: FindLaw US Consumer Legal Needs Survey 2015

FINDING AN ATTORNEY

35% of people use the Internet to search for an attorney

45% reached out to family, friends, or a colleague for a referral

Time of day when people are most likely to search for an attorney:

26% 8 a.m. - 12 p.m.

19% 12 p.m. - 4 p.m.

If you're open from 8am-4pm, you capture almost 50% of people who are searching.

Source: Google Consumer Surveys 2015

DEVICE TRENDS

55% of people searching online for an attorney use their **PERSONAL COMPUTERS**

Source: Google Consumer Surveys 2015

44% of people who search online for an attorney use their **MOBILE PHONES** while 35% use a tablet

Source: FindLaw US Consumer Legal Needs Survey 2015

CONVERSION BEST PRACTICES

CONTACTS. Provide multiple contact options like phone, email and chat.

FEES. Include information on fees to address what is a primary concern for consumers.

MOBILE. Provide a mobile-optimized version of your website.

CHAT. Make chat available for an efficient, non-business hour contact option.

LIVE CONTACT. Employ a system that allows consumers to reach your firm promptly on their first call.

Source: Google Consumer Surveys 2015

CHOOSING A LAW FIRM

Top 3 most important items when choosing an attorney or law firm to work with:

Source: Google Consumer Surveys 2015

34% Finding someone they can trust

23% Someone with a proven track record

20% Someone close to home or work

GOOGLE SOLUTIONS DRIVE RESULTS

Capture consumer demand

Tell your story

Across all screens

Simple and easy to use

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B. Finding the Shortcuts to Legal Research

According to Roper, “searching the Internet and finding the exact information you are looking for is many times not easy due to the breadth and depth of information on the web. By some accounts, there are more than 9,000,000 different web sites and more than 1,000,000,000 web pages on the Internet.” (Roper, B.D. *Using Computers in the Law Office*, 5th ed. Clifton Park, NJ: Delmar Learning, 2008, p. 704). Since this quote was from the 2008 edition of his book, we can only imagine that the challenge to find quality, relevant information has increased significantly, especially with the proliferation of social media and other forms of digital content, such as Twitter, YouTube videos, podcasts, blogs and blawgs, Pinterest, Instagram, Facebook and LinkedIn, to name but a few.

At that time, Roper noted that “some search engines are better at finding particular kinds of information than others. Which search engine you use should depend on the particular information you are looking for.” (Roper, p. 704, *see also* Matthew S. Cornick, *Using Computers in the Law Office*, 7th ed. Boston, MA: Cengage Learning, 2015, pp. 616-637 for an excellent discussion of how to do research on the Internet.) He classifies search engines as:

- Individual search engines, such as Google
- Specialty search engines, such as FindLaw
- Metasearch engines, such as Metacrawler or Dogpile
- Subject directories, such as Yahoo
- Library gateways, such as the Lilly Law Library at the McKinney School of Law, <http://mckinneylaw.iu.edu/library/research/frequently-used.html>, accessed 8/24/17) or the Internet Public Library – ipl2 (<http://www.ipl.org/>, accessed 8/24/17)
- Subject-specific databases, such as PubMed for health and medical information (<http://www.ncbi.nlm.nih.gov/pubmed>, accessed 8/24/17) or any of the databases offered through INSPIRE. (<http://www.in.gov/library/inspire/faq.html>, accessed 8/24/17).

Levitt and Davis list of number of free commercial portals and directories for legal research. (Levitt & Davis at 35-46)

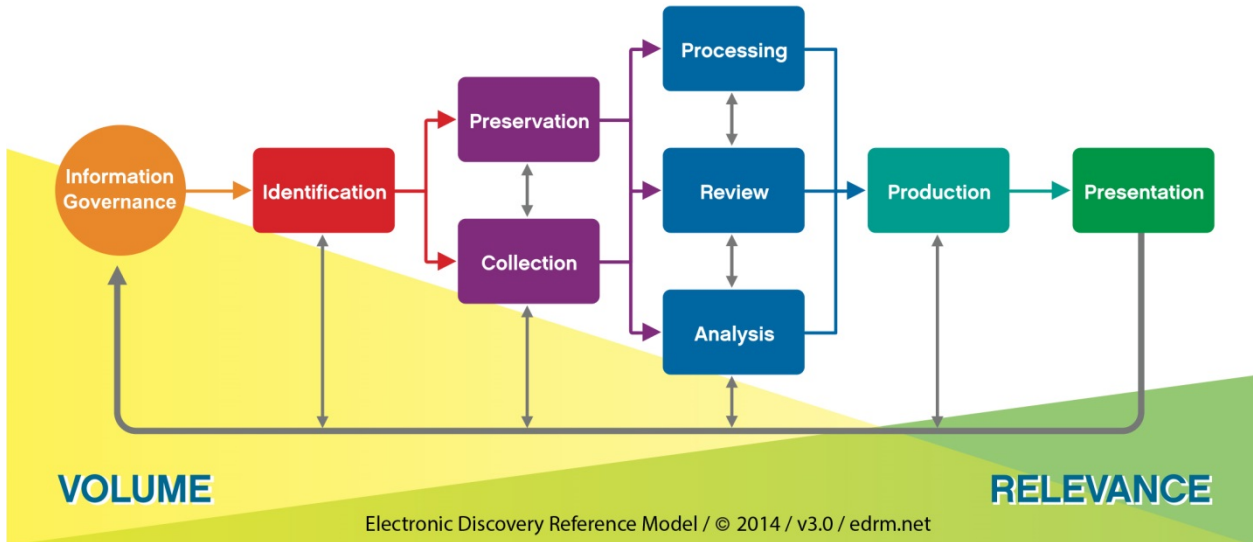
- Justia: <http://www.justia.com>, accessed 8/24/17.
- FindLaw: <http://lp.findlaw.com>, accessed 8/24/17.
- Law.com – <http://www.law.com>, 8/24/17.
- HR.org (formerly Hieros Gamos) <http://hg.org>, accessed 8/24/17.
- LLRX.com: <http://www.llrx.com>, accessed 8/24/17.
- Nolo Press: <http://www.nolo.com>, accessed 8/24/17.

Some additional websites for legal research that I like are:

- Legal Information Institute: <https://www.law.cornell.edu/>, accessed 8/24/17.
- Washburn University's WashLaw: www.washlaw.edu, accessed 8/24/17.
- Public Legal - Internet Legal Research Group: www.ilrg.com, accessed 8/24/17.
- WWW Virtual Library: <http://vlib.org/admin/AboutVL>, accessed 8/24/17.
- Virtual Chase: <http://virtualchase.justia.com/legal-research>, accessed 8/24/17.
- All Law: <http://www.alllaw.com>, accessed 8/24/17.
- Law & Policy Institutions Guide: <http://www.lpig.org/>, accessed 8/24/17.

Many of my research projects for presentations and publications involve electronic discovery. Whenever I have a question regarding electronic discovery, the first place I start is a review of the Electronic Discovery Reference Model (EDRM) and the information provided on the EDRM website. (EDRM, <http://www.edrm.net/>, accessed 8/24/17) By visualizing the steps in handling a piece of electronically-stored information (ESI) from the left-hand side of the model (which starts with proper information governance) to the presentation of the ESI in court, the EDRM also reminds me of the potential for ethical breaches at each step.

Electronic Discovery Reference Model



Another excellent resource for cases, statutes, guidelines and other materials for electronic discovery is the K&L Gates Electronic Discovery Law website. (<http://www.ediscoverylaw.com/>, accessed 8/24/17) The website contains a very helpful database of over 2000 cases that is searchable by keyword as well as having a number of pre-determined case attributes. (<http://www.ediscoverylaw.com/e-discovery-case-database/>, accessed 8/24/17) Many of the cases have very short summaries that include the case citation, the nature of the case, the electronic data involved, the electronic discovery issue and searchable attributes. A number of the cases have more robust summaries that also may have links to additional materials. A second excellent resource for materials on electronic discovery is the Kroll Ontrack. (<http://www.krollontrack.com/>, accessed 8/24/17) This website includes blogs on electronic discovery and data recovery, white papers, case studies and industry news. It also offers a searchable database of electronic discovery cases that complements what is provided by K&L Gates and is searchable by keyword as well as by e-discovery-related topics and jurisdiction. (<http://www.ediscovery.com/pulse/case-law/>, accessed 8/24/17) I find it comforting when both of these databases provide summaries of the same case, but they may also cover

different cases, which broadens my collection of cases. Another great resource for electronic discovery, legal project management, information governance and related topics is Exterro, Inc. (<https://www.exterro.com/>, accessed 9/8/17.) Its research library is extension and you can also sign up for its free newsletter service.

Depending on the area of law you practice in – or have research questions about – there are excellent websites with free databases available. For example, the U.S. Patent and Trademark Office provides a wonderful website with information about how to apply for patents and trademarks, manuals and guides, law and policy, and other helpful material, including information for the general public and for kids. (<http://www.uspto.gov/>, accessed 8/24/17). From this website, you can also search the patent database (<http://www.uspto.gov/patents/process/search/index.jsp>) and the trademark database (<http://www.uspto.gov/trademark>). For copyright information, including the copyright database, forms and assistance for filing copyright applications and other documents, current and proposed legislation, fee schedules and other information, use the website for the U.S. Copyright Office. (<http://www.copyright.gov/>, accessed 8/24/17)

Another outstanding source of information can be found on the websites of professional organizations devoted to specific areas of the law. For example, for intellectual property law, the American Intellectual Property Law Association (AIPLA) as a very nice website. (<http://www.aipla.org/Pages/default.aspx>, accessed 8/24/17) For legal technology, the website of the International Legal Technology Association (ILTA) can be very helpful. (<http://www.iltanet.org/>, accessed 8/24/17). For electronic discovery, litigation support and legal project management, try the Organization of Legal Professionals (OLP) website. (<http://www.theolp.org/>, accessed 8/24/17) Finally, a variety of vendor websites may include access to lots of terrific information. In addition to Kroll Ontrack and K&L Gates for electronic discovery mentioned above, I recommend the website for Sensei Enterprises, Inc. Two of my favorite authors are Sharon Nelson and John Simek, who have been on the cutting edge of security, digital forensics,

electronic discovery and legal technology for many years through their company, Sensei Enterprises. (Sensei Enterprises, Inc., <http://www.senseient.com/>, accessed 8/24/17). I use their materials extensively in several of the courses I teach at the School of Informatics and Computing (Indiana University). One suggestion is that all paralegals and lawyers register for their free article distribution service.

I still have my pocket-size Barron's *Law Dictionary* from my days in law school, but it is handy to have online versions readily available:

- Legal Dictionary: <http://www.legal-dictionary.org>, accessed 8/24/17.
- Law.com Dictionary: <http://dictionary.law.com>, accessed 8/24/17.
- FindLaw Legal Dictionary: <http://dictionary.lp.findlaw.com>, accessed 8/24/17.
- The Law Dictionary (Black's Law Dictionary): <http://thelawdictionary.org/>, accessed 8/24/17.
- Nolo's Free Dictionary of Law Terms and Legal Definitions: <http://www.nolo.com/dictionary>, accessed 8/24/17.

In terms of legal dictionaries, there is probably an “app” for that so that content can be accessed on mobile devices. For example,

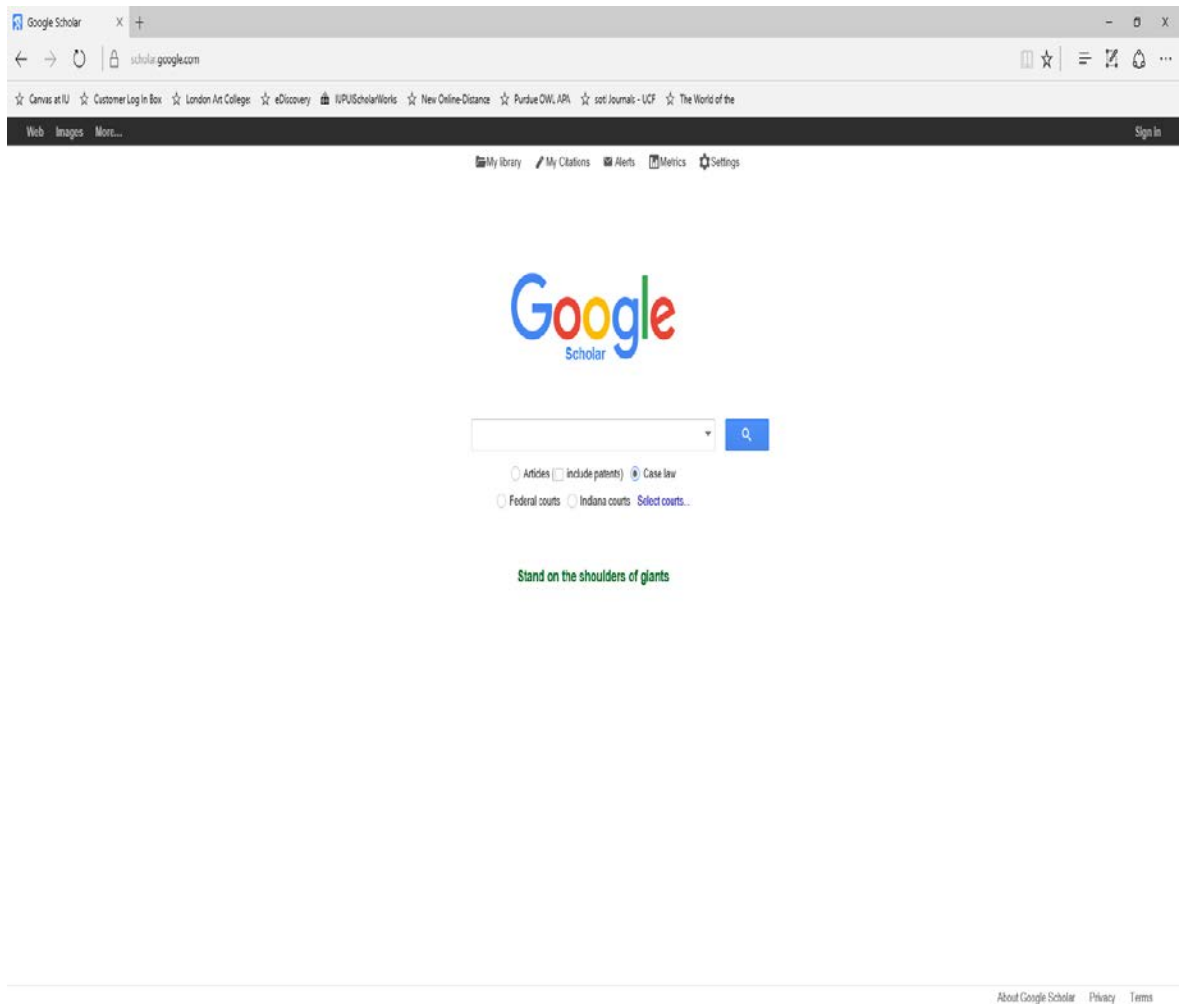
- Black's Law Dictionary: for Android <http://thelawdictionary.org/blacks-law-dictionary-android-app/> and the iPhone <http://thelawdictionary.org/blacks-law-dictionary-iphone-app/>, both accessed 8/24/17.

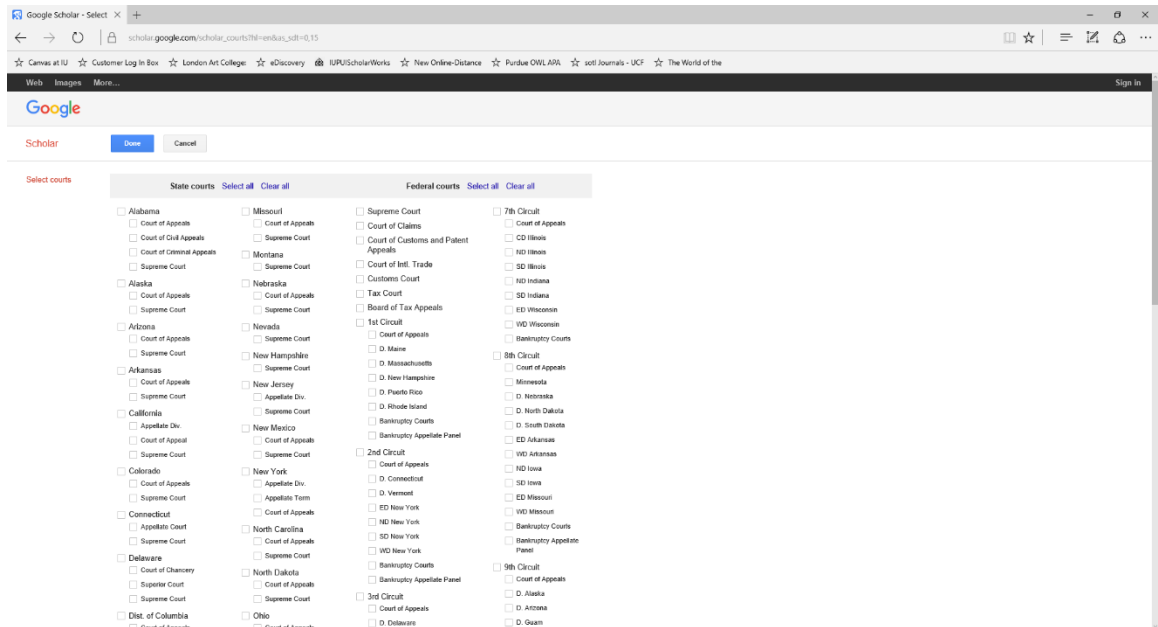
As lawyers and others who were trained and comfortable with a formal, text-based way to find, it may be difficult to remember that there is a whole world of choices with respect to information provided through new technology. Among these content-rich opportunities are YouTube videos, blogs (law blogs are known as blawgs), podcasts and RSS feeds, to name but a few. Many organizations have their own YouTube channels, such as SmartDraw, software which is often useful for preparing materials related to a case. (<https://www.youtube.com/user/smartdraw/videos>, accessed 9/8/17.)

C. Finding and Using Free, Full-Text Case Law Sites

There are many web sites that provide access to the full-text of case law as well as other helpful information about state and federal courts. Levitt and Davis provide the following list: (Levitt & Davis at 71-114)

- Google Scholar: <http://scholar.google.com/>





- FindLaw: <http://lp.findlaw.com/#casesearch>, accessed 8/24/17.
- The Public Library of Law: <http://www.plol.org>, accessed 8/24/17.
- FindACase Network (free from VersusLaw): <http://findacase.com>, accessed 8/24/17.
- Justia's U.S. Supreme Court Center: <http://supreme.justia.com>, accessed 8/24/17 and links to cases from other courts: <http://law.justia.com/cases/>, accessed 8/24/17.
- Oyez (for free U.S. Supreme Court resources): <https://www.oyez.org/cases/2016>, accessed 8/24/17.
- Supreme Court of the United States: <http://www.supremecourt.gov>, accessed 8/24/17.

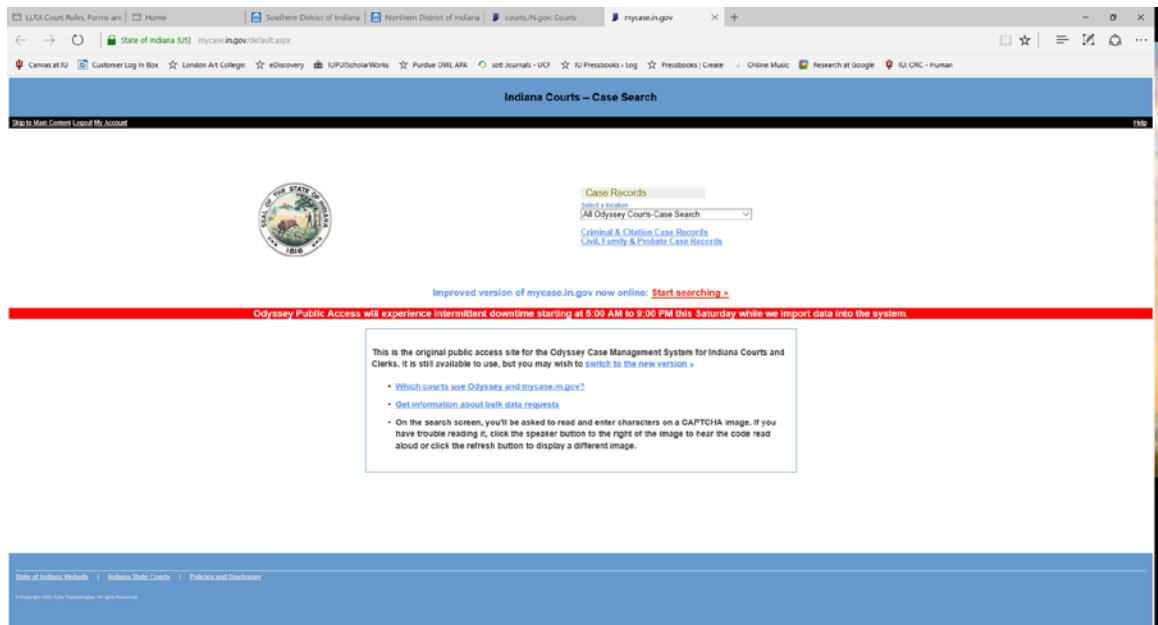
Other websites that are useful when doing legal research are:

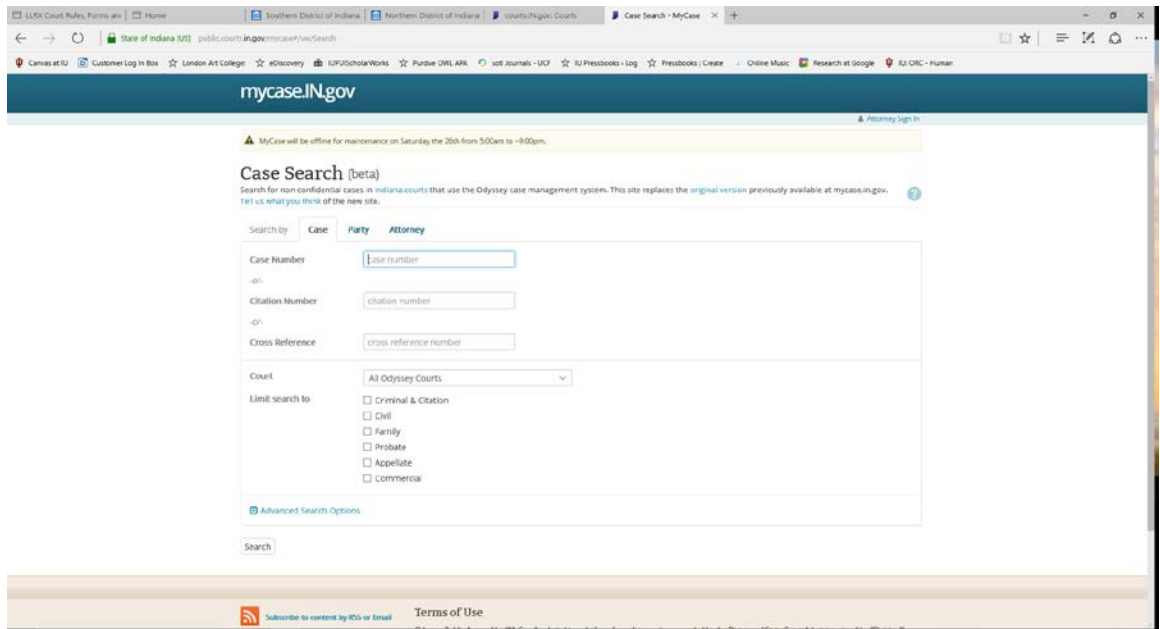
- Administrative Offices of the U.S. Courts: <http://www.uscourts.gov>, accessed 8/24/17.
- Seventh Circuit: <http://www.ca7.uscourts.gov/>, accessed 8/24/17.
- National Center for State Courts: <http://www.ncsc.org/>, accessed 8/24/17.
- United States Federal & State Courts, Internet Legal Research Group: <http://www.ilrg.com/caselaw>, accessed 8/24/17.
- American Law Sources On-line (U.S., Canada, Mexico): <http://www.lawsources.com/also>, accessed 8/24/17.
- Legal Dockets On-line: <http://www.legaldockets.com>, accessed 8/24/17.

- LLRX Court Rules, Forms and Dockets: <http://www.llrx.com/courtrules>, accessed 8/24/17.
- SunEthics.com: <http://sunethics.com>, accessed 8/24/17.
- Southern District of Indiana: <http://www.insd.uscourts.gov>, accessed 8/24/17.
- Northern District of Indiana: <http://www.innd.uscourts.gov/>, accessed 8/24/17.
- Indiana Courts: <http://www.in.gov/judiciary/>, accessed 8/24/17.

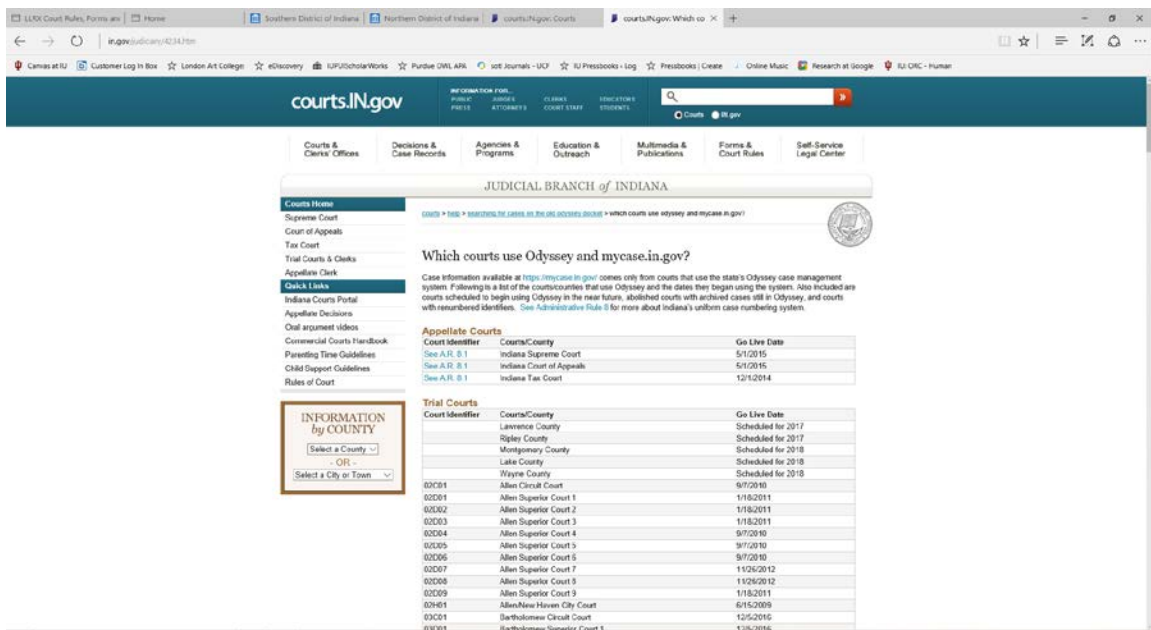
See also the long lists of starting points for legal research on as Exhibits 9-4 and 9-6 in Matthew S. Cornick, *Using Computers in the Law Office*, 7th ed. Boston, MA: Cengage Learning, 2015.

In terms of Indiana, more of the state court case records are available online, depending on when the county and its courts begin using the new electronic filing system called the Odyssey Case Management System. (<https://mycase.in.gov/default.aspx>, accessed 8/24/17.)

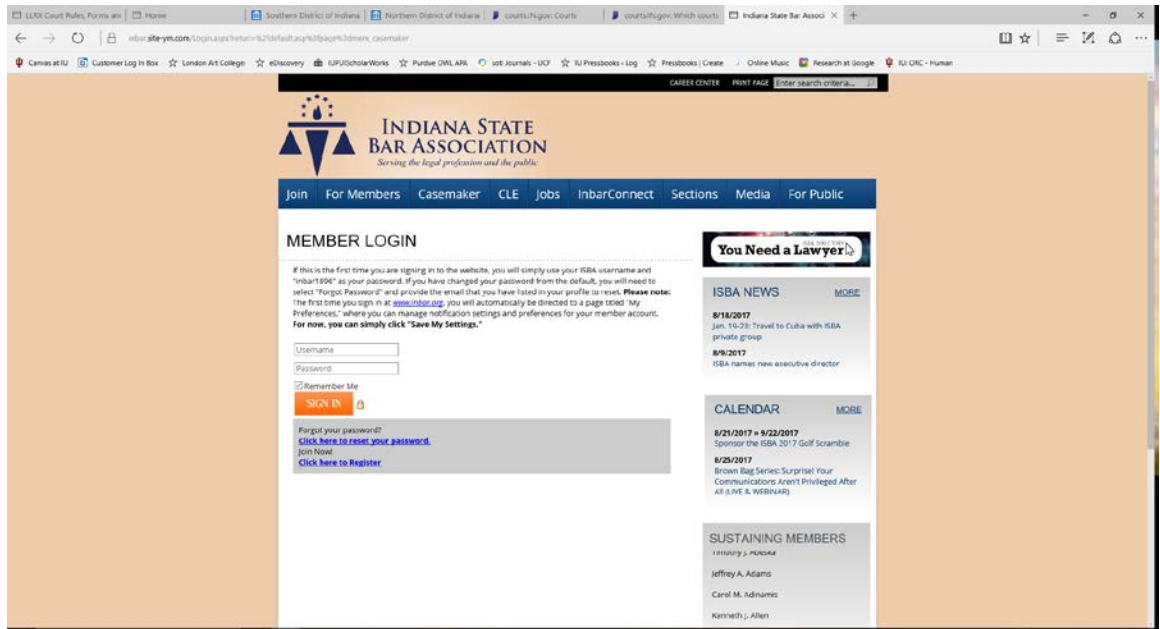




For a list of the courts that use Odyssey and how far back their records go, see <http://www.in.gov/judiciary/jtac/3147.htm>, accessed 8/24/17.



Another important resource for legal research is Indiana State Bar Association's Casemaker system, which is free to ISBA members: <http://www.inbar.org/>, accessed 8/24/17.



Casemaker has become even more useful with its expanded features, including CaseCheck+, CiteCheck and Casemaker Digest.

D. Sample Briefs, Motions, Complaints and Settlements

(The author thanks Nancy DeAngelis, VII. Finding Practice Tools. IN *Find It Free and Fast on the Net: Strategies for Legal Research on the Web*. Eau Claire, WI: NBI, 2016 (for New Hampshire and Maine)).

- U.S. Supreme Court briefs, SCOTUS blog: <http://www.scotusblog.com/case-files/terms/>, accessed 8/24/17.
- U.S. Supreme Court briefs, Office of the Solicitor General: <https://www.justice.gov/osg/supreme-court-briefs>, accessed 8/24/17.
- FindLaw: <http://caselaw.findlaw.com/court/us-supreme-court>, accessed 8/24/17.
- Indiana Appellate Court (Indiana Supreme and Appeals Courts): <http://www.valpo.edu/law/briefs>, accessed 8/24/17.
- Sample brief and other useful links, Karen A. Wyle Law Office: <http://inappeals.com/sample-briefs-and-useful-links/>, accessed 8/24/17.
- Indiana Appellate Briefs, Ciyou & Dixon, P.C.: <https://www.ciyoudixonlaw.com/appellate-practice/indiana-appellate-briefs/>, accessed 8/24/17.
- Sample Indiana appellate brief: [https://lawstore.legaleasesolutions.com/samplework/Sample-State-Appellate-Brief-\(Indiana\).pdf](https://lawstore.legaleasesolutions.com/samplework/Sample-State-Appellate-Brief-(Indiana).pdf), accessed 8/24/17.
- Forms and Court Rules, Indiana: <http://www.in.gov/judiciary/2684.htm>, accessed 8/24/17.
- Forms, Indiana Courts Self-Service Legal Center: <http://www.in.gov/judiciary/selfservice/2333.htm>, accessed 8/24/17.
- For examples of *Amicus Curiae* briefs, see the ABA's website: <http://www.americanbar.org/groups/committees/amicus.html>, accessed 8/24/17.
- Accessing PACER will provide materials that will be of assistance in drafting motions and complains.
- *Federal Practice Manual for Legal Aid Attorneys*: <http://www.federalpracticemanual.org/>, accessed 8/24/17
- U.S. Courts, *Forms*: <http://www.uscourts.gov/services-forms/forms>, accessed 8/24/17.
- Civil Cases and Settlements, EPA: <https://cfpub.epa.gov/enforcement/cases/>, accessed 8/24/17.
- Civil Rights Division, U.S. Department of Justice (Americans with Disabilities Act): https://www.ada.gov/enforce_current.htm, accessed 8/24/17.
- *A Best Practices Primer for Drafting Settlement Agreements*, New York Law Journal, July 15, 2013.
- Jeremy A. Mercer & Evan A. Bloch, *Settlement Agreement Drafting Issues Checklist*:

<https://nebula.wsimg.com/22a64415a63078e1c47e1313732385c3?AccessKeyId=85D5D01EB35A2D37CBD9&disposition=0&alloworigin=1>, accessed 8/24/17.

- Charles B. Jimerson & Kyla Haines, Drafting Enforceable Settlement Agreements and Avoiding Pitfalls, Jimerson & Cobb, P.A., March 14, 2016, <http://www.jimersoncobb.com/blog/2016/03/drafting-enforceable-settlement-agreements-and-avoiding-pitfalls/>, accessed 8/24/17.