Syllabus

Course web site – sign up on TWEN (available as of 10/20/2015)

Recommended Texts:
- Principles of Legal Research (2nd ed. West 2015) (on reserve)
- Legal Research in a Nutshell (11th ed. West, 2013) (on reserve)

Schedule may change.

Week 1: 1/12 - Introduction/Diagnostic ; Issue Spotting

In class:
- Introduction to course and legal research
- Diagnostic - in Library and online
- Starting your research – Issue analysis
- Introduction to Secondary Sources

Optional for extra credit: Watch the following tutorials and answer short quiz on TWEN
1. Westlaw Next – Certification 301 AND
2. Lexis Advance - Performing Cost Effective Research

Week 2: 1/19 - Secondary Sources – cont.

Required for Week 2:
- Screen cast - watch Secondary Sources-pt.1 On TED Ed. Make sure to register and log in and answer THINK questions. See Screen casts in left menu on TWEN for link.

- Screen cast - watch Secondary Sources-pt.2:Treatises On TED Ed. Make sure to log in and answer THINK questions. See Screen casts in left menu on TWEN for link.
In class:
- Encyclopedias, ALR
- Current Awareness sources - blogs, websites, Advanced Google pt. 1, BNA
- Treatises - Research Guides; Library catalog, Google Books, WorldCat.org, L/W/B
- Library/Online workshops: Encyclopedias, ALR, Finding and using Current Awareness sources and Treatises

Week 3: 1/26 - Law reviews - advanced search techniques; Finding non-legal Secondary Sources

Required for Week 3:
- Screencast - watch Secondary Sources-pt.3: Restatements. Make sure to log in and answer THINK questions. See Screencasts in left menu on TWEN for link.

In class:
- Advanced legal database searching - Law Reviews on Lexis/Westlaw; HeinOnline
- Using Law Review indexes v. full-text searching
- Non-legal indexes, other non-legal subject research, organizations
- Library/Online workshop – advanced full text searching and indexes
- Google Scholar
- Review and start Assignment 1

Assignment 1 distributed - DUE on 2/9 at 4:00pm

Week 4: 2/2 - Introduction to Primary Sources – Structure of Government; Introduction to Statutes

In class:
- Structure of Government – constitutions, government branches and their publications
- Levels of government – federal, state, municipal
- Introduction to statutes and codes – session laws v. codes
- Session laws - Statutes at Large, U.S.C.C.A.N
- Library/Online workshop – an Annotated Code is your best friend

Extra Credit - DUE 2/2 at 4:00pm

Week 5: 2/9 - Statutes cont.

In class:
- State statutes - McKinneys, CLS
- Using citators with statutes
- Finding State Statutes using print - Library workshop
- Review and start Assignment 2
Assignment 1 – DUE 2/9 at 4:00pm
Assignment 2 distributed – DUE on 2/23 at 4:00pm

Week 6: 2/16

NO CLASS – Monday Schedule

Week 7: 2/23 - Introduction to Legislative History

In class:
- Problems of statutory interpretation
- Introduction to legislative process, and documents produced
- Legislative history on ProQuest Congressional, Congress.gov, FDsys
- Library/Online workshop - compiling a legislative history

Assignment 2 - DUE 2/23 at 4:00pm

Week 8: 3/1 - Legislative History cont.

In class:
- State Legislative History
- Searching legislative intent - HeinOnline, Lexis, Westlaw
- Library/Online workshop – searching for legislative intent
- Review and start Assignment 3

Assignment 3 distributed - Due on 3/15 at 4:00pm

Week 9: 3/8 - Introduction to Case Reporting, Finding Cases

In class:
- Introduction to case reporting and finding cases
- Finding Cases using the Key number system on WestlawNext
- Finding cases - Library/Online Workshop
- Other methods for finding cases - terms & connectors ; field searching ; Words and Phrases ;
- Lexis Advance- Topic Summaries, Legal Issue Trail, Bloomberg Law
- Library/Online Workshop

Week 10: 3/15 - Citators ; Court Documents, Rules, Forms, Review

In class:
- Introduction to Citators - Shepards/KeyCite/BCite
- Advanced citators, using citators for research
- Library/Online Workshop - citators
- Court documents - Dockets, Briefs, Oral arguments
- Federal & State court rules, Forms, jury instructions, jury verdicts
- Library workshop - Finding a NY practice form

Assignment 3 - DUE 3/15 at 4:00pm
Assignment 4 distributed - Due on 4/5 at 4:00p

Week 11: 3/22 – Case finding review ; Business materials

In class:  - Transactional Law – Bloomberg
- Business and Public Records online
- Review Case finding and Work on Assignment 4

SPRING BREAK – 3/28 - 4/1

Week 12: 4/5 - Introduction to Administrative materials

In class:  - Introduction to Administrative law - Administrative agencies & rule making process
- Publication of rules and regulations - Federal Register, CFR, updating
- Executive orders and other executive documents
- Administrative decisions
- State Administrative law - NYCRR
- Shepardizing and KeyCiting regulations
- Library/Online workshop – federal and state administrative materials

Assignment 4 - DUE 4/5 at 4:00pm
Assignment 5 distributed - Due on 4/19 at 4:00pm

Week 13: 4/12 - Administrative materials cont.

In class:  - Municipal law
- Practice oriented research in Administrative areas - looseleafs revisited
- Practice materials, cont. - AmJur Proof of Facts
- Library/Online workshop – looseleafs, AmJur POF
- Review Administrative materials
- Work on Assignment 5
**Week 14: 4/19 - Research Strategy ; Utilizing Web research effectively**

**In class:**  
- Research strategy  
- Utilizing Web search effectively - advanced features ; alternatives to Google; evaluating strengths and weaknesses of web search engines ; web search v. Lexis, Westlaw (cost effective research), subscription databases ; technologies for research (e.g. RSS feeds, cloud computing etc...);  
- Exam review

**Assignment 5 - DUE 4/19 at 4:00p**

**Week 15: 4/26 - Wrap Up**

Review / Fun and games