

## Casemaker – the most valued member benefit

RESEARCH

Indiana State Bar members get access to Casemaker as part of their Association membership. However, maybe you haven't had the chance to sit down and discover how easy to use and powerful Casemaker really is.

You get access to all 50 state and federal databases, not just Indiana or the Seventh Circuit. You can search cases going back as far as the 1840s in Indiana. You can search statutes, rules, session laws, attorney general opinions and much more. For each state and the federal government, you will find cases, statutes, acts, court rules and administrative codes, among other resources. There are more than 25 million documents in the Casemaker library. Casemaker data is updated daily and always current.

How do you navigate all of this data? The key feature of Casemaker is the **search bar**. The search bar stays with you at all times – no matter where you are in Casemaker. Type your search query in the search bar, and Casemaker will respond, giving you what you need when you need it. Rather than searching just case law, you can search all of Indiana's databases, using this search bar and the **jurisdiction menu**. The jurisdiction menu is accessed by clicking on the box located between the blue search button and the white search box. The box defaults to say **All States** and has a downward pointing blue arrow. Click on this, and a pop-up window will appear, allowing you to select as many or as few jurisdictions as you like. Anything you type in the search

bar for this query will search the jurisdictions you selected – and not just case law. You will find results from statutes and other materials as well. If you would like to change your jurisdiction from All States to as many or as few jurisdictions on a permanent basis, just click on **My Settings** located on the left side of the homepage. Not only can you select your desired jurisdiction(s), but you can select several other personal preferences, too.

The search box is equipped with autocorrect capabilities for mistyped citations. For example, if you enter the citation **39ne3d691** in the search box, it will recognize the lack of spacing, punctuation and capitalization in the citation, and correct it to **39 N.E.3d 691**. However, you must properly abbreviate your reporters. Casemaker goes by *Bluebook* citation guidelines for citation abbreviations. If you are unsure how to form your query, you can click on the blue **search tips** link under the search button to find a list of common operators and examples to guide you in forming your search.

If you are finding too many cases, you can narrow your search at any time. After clicking on **View all Cases** you will notice on the left side of the screen a variety of ways to further narrow your search. For example, you can narrow by state, court, date and, of course, keyword. Casemaker will automatically filter your results after you have made your selections.

Now you have found your case, and you're wondering if that case is still good law. There are two ways to see if a case is good law. One way is to view the case, then click on the **citing references** tab at the top of the case. The citing references tab lists all of

the cases that have cited the case at which you are looking. From here you can read the cases that cited the case in question and make your own conclusions as to any negative treatment. The other method is **Casecheck+**, which is an add-on product for Casemaker. Casecheck+ shows you instantly if a case is still good law. Simply look for a green thumbs-up symbol if there is no subsequent negative treatment or a red thumbs-down symbol if there is subsequent negative treatment. Casecheck+ is available at no additional charge as part of your ISBA membership.

Perhaps you are looking at a statute and wondering what, if any, cases have cited it. Simply click on the **Annotator** tab. The Annotator tab will show you a list of cases that have mentioned the statute you are viewing. What if you need to see how the statute looked two years ago? Then simply click on the **Archive** tab, and you will see previous versions of the statute.

Casemaker also provides you with organizational tools that will help your research go more smoothly. If you are working for a specific client, the client feature is a convenient way of keeping track of the hours spent, searches made and documents viewed for that client. Just click on **Client** on the navigation panel of the search bar. From here you can add or select a client to use. Once selected, any research you do in Casemaker will be logged under this client. When you have finished working for a selected client and want to view the report of hours worked, you will need to sign out of Casemaker. The report will come up after you have signed out.

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You can also use a personalized folder to make it easier to revisit the most relevant content of your research. You can create a folder by using the drop-down menu on the search bar. Click on the orange folder icon and then click on **Create Folder**. You can also create folders from the **My Folders** menu from the top of the screen. To save documents in your folders, select your folder from the orange folder menu, then click, drag and drop the document's title into the folder, or while in the document use the folder icon in the dark gray toolbar to save.

Are you out and about and want to look up a case in Casemaker? You can download the Casemaker mobile application and have Casemaker in the palm of your hand. There are three steps to use the Casemaker App:

- Go to the App Store and search for Casemaker. Then download and install the app.
- Log in to your Casemaker account via the ISBA on your computer. Once you have logged in there will be a red link that says **Available Mobile Application**. Click on this and fill out the information. This will generate a code. Make a note of the code.
- Now go to the program you installed. The username is the email you used during registration. The password is the code the system generated on the site. The code is case sensitive. Once you enter the code the application will work.

Do you feel too busy to keep up with all the new cases coming out in your practice area? **CasemakerDigest** provides a first look into the most recent deci-

sions handed down by state and federal courts. Cases are summarized as soon as they become available, and you can easily create your own areas of interest to receive notifications through RSS feed and/or email of the cases most relevant to your practice. CasemakerDigest is also available to ISBA members at no additional charge.

Casemaker offers live training weekly. The webinars cover how to search and browse using Casemaker as well as some of the advanced features mentioned in this article. You will watch as a Casemaker Support Expert shows you live on your screen, step by step the ins & outs of Casemaker. Simply click on the **Webinar** link in to sign up. Webinars are free, and you can take them as many times as you like.

Casemaker Customer Support is available Monday-Friday from 8 a.m. - 8 p.m. EST. Support can assist you with formulating a query and any technical issues you may have. You can reach support by phone at 877/659-0801, by email at [support@casemakerlegal.com](mailto:support@casemakerlegal.com) or by clicking on the **Live Chat** link in the upper right corner of Casemaker.

An attorney, after learning how to use Casemaker, said, "I've always been a Lexis fan and worked there for six years. I thought Casemaker wouldn't be as good. Wow, was I wrong. What a great product." 🍷🍷