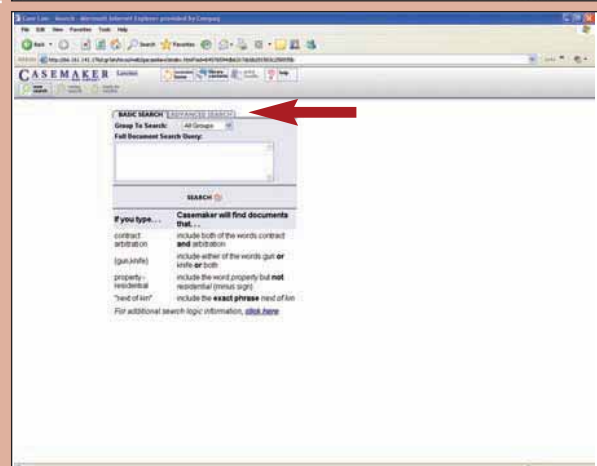


Getting the Most Out of Casemaker: Advanced Search

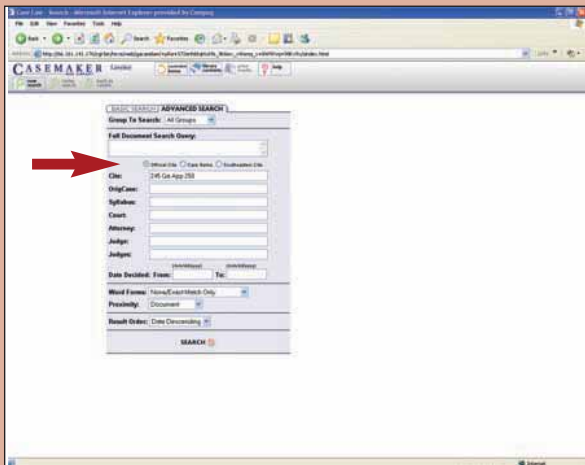
by Jodi McKenzie

As more attorneys begin to use Casemaker, many are realizing the difference between a Basic Search and an Advanced Search. The Basic Search allows you to find case law based on a word or phrase. For example, if you wanted to find cases about “drunk driving,” you would enter this phrase in your Basic Search field. But, if you want to find a particular case by the citation number, you will get the best results by using the Advanced Search. Let’s take a look at how it works.

In this example, we will search the Georgia Case Law Database. In order to enter this database, you would enter the Georgia Casemaker Library. From here, you would choose to search in Case Law.

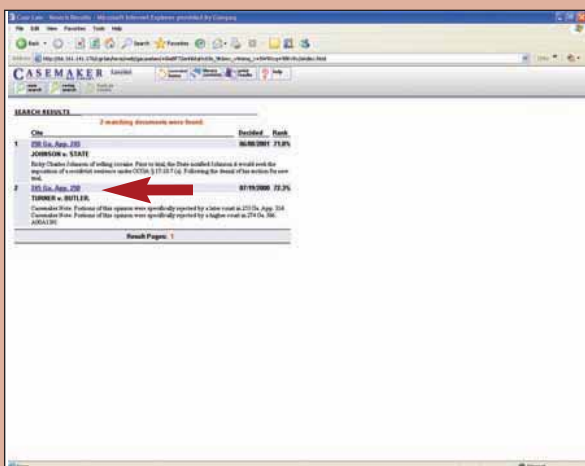


You will then be taken to a basic search screen. This is where you would enter words or phrases related to your search. When searching for a case by citation number, you would choose the Advanced Search option by selecting the Advanced Search tab located next to the Basic Search tab.

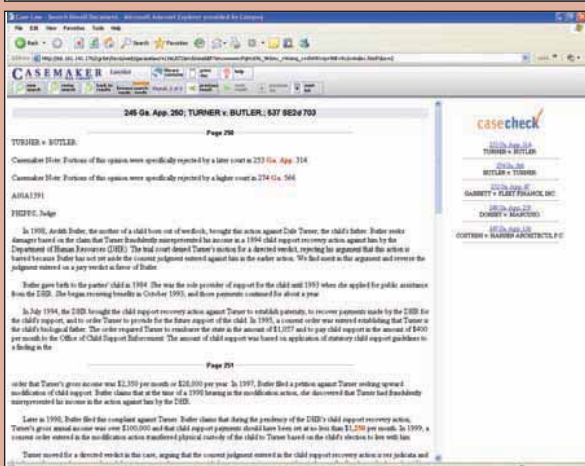


An Advanced Search gives you several options for narrowing down your search. In this example, we want to find case 245 Ga. App. 250. In order to find it by the citation number, we want to choose the official cite option by clicking on the bubble next to it. We will then enter the citation number as 245 Ga App 250

IMPORTANT TIP: Do not enter periods after abbreviations. You will not get any results from your search if you do so.



After entering your citation number, run your search by either pressing the enter button on your computer or scrolling to the bottom of the page and clicking on the search button. Casemaker will pull up all cases with any combination of the numbers you entered, including the one you are looking for. To limit your search results to the exact case, put your citation number in quotation marks before you run your search.



You may now open the case you want by clicking on the cite number of the correct case. In this example, you will see that Casemaker has included notes at the top of the opinion indicating that parts of this opinion have been rejected in subsequent cases. Casemaker training is available at the State Bar of Georgia.

The next training day can be found on the Bar's homepage or in your most recent copy of the Bar Enews.

Please contact Jodi McKenzie, Casemaker Coordinator at 404-526-8618 or jodi@gabar.org if you need further assistance.