

# WestlawCarswell

## Quick Reference Card

### Tips for Searching for Cases

#### When you have case-specific information

- ✓ Ask:
  - Is the name (party, judge, counsel) spelled correctly?
  - Is the case indexed under a different name?
  - Is the case name written in initials?
  - Do you know the jurisdiction?
  - Do you know the subject?
  - What is the timeframe of the decision?
  - Do you have the correct court/level?
  
- ✓ Try any combination of these search fields provided in the **Cases** custom search template to find your decision.

#### When you are searching for cases on a specific question

- ✓ Start with the Canadian Encyclopedic Digest (CED) or The Canadian Abridgment Digests to cross-reference to cases. See the Quick Reference Card titled - *Supercharge your research with the CED and The Canadian Abridgment Digest* for more information.
- ✓ If your question is governed or affected by legislation, use KeyCite to find references to cases citing your statute, rule or regulation.
- ✓ Search commentary to find relevant cases. (Law Reports Articles & Journals in LawSource or Source-specific newsletters and commentary custom search templates)
- ✓ If your question is novel and no similar case is found, review the CED, Source-specific commentary and newsletters as well as traditional print publications found in your library to help determine the guiding principles of law.
- ✓ If you are unable to determine specific keywords, use Natural Language searching to search cases, commentary and legislation.
- ✓ If the Cases custom search template search yields too many results, switch to Locate in Result and formulate a more precise search string using a variety of connectors and expanders, field and date restrictions.
- ✓ Use the Thesaurus in Locate in Result to help find related terms and expand your search.
- ✓ Visit traditional print publications to help determine the guiding principles of law and then use WestlawCarswell to find cases cited in the literature.
- ✓ If you can't find Canadian cases on your question, search UK/US/other international cases for similar cases (available on a pay-per-view basis to non-subscribers). They may have persuasive value in Canada.