

# FASTCASE USER GUIDE

## Mercury Edition



### TRY THE FASTCASE MOBILE APP

Fastcase for iPhone®, iPad®, Android®, and Windows Phone® devices



Fastcase's completely free mobile applications use smart search technology from Fastcase's full-featured legal research platform, including **Authority Check**. View recent searches and favorite documents anywhere. Because it is both comprehensive and free, the Fastcase app consistently tops "best-of" lists for lawyers on the go.

Search Fastcase on the Apple App Store, Google Play Store, or Microsoft Store for more information.

Visit [fastcase.com/mobile-sync](http://fastcase.com/mobile-sync) for instructions on how to sync your mobile account with a bar association account.

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# 1 | GETTING STARTED

## Logging In

- If you are a free trial user, or you have purchased a subscription directly from Fastcase, log in at [fastcase.com/login](https://fastcase.com/login) using your email address as your username and the password you created at signup.
- If you access Fastcase through a bar or other membership association, log in to Fastcase by visiting your association's website, logging in with your bar association credentials, and clicking on the Fastcase link or logo.

## Password

- Retail subscribers: you can change your Fastcase password by going to the **Account** menu in the upper right corner, then selecting **Account Management**.
- Bar association subscribers: Your log in information is controlled and maintained by your bar association. Contact the association directly for assistance.

## Personalized Start Page

Your research begins on a personalized start page. On this page, you will find your recent search history, help & support, favorites, and the Fastcase Blog.

You can always navigate back to this page by clicking on the Fastcase logo in the top left corner.

The screenshot shows the Fastcase personalized start page. At the top, there is a search bar with the text "Search Fastcase" and a search icon. To the right of the search bar are buttons for "Options" and "Outline", and a row of utility icons including a clock, printer, refresh, grid, help, and user profile. The main content area is divided into three columns. The left column, titled "Help & Support", contains links for "User Guide", "Tutorials", and "Webinar Schedule". The middle column, titled "Favorite Documents", lists three documents: "Goodwin v. Colorado Mortgage Investment Co of Lo", "Artson, LLC v. Hudson, 322 Ga. App. 859, 747 S.E.2d", and "Ala. Code 13A-6-2 Murder. (Code Of Alabama (2017))". The right column, titled "Fastcase Blog", features the article "Find Briefs, Motions, and Complaints with Docket Alarm" and a short introductory paragraph. Below these columns is a "History" section with a list of search results: "Virginia Code Sec. 1-2.1 Effective date of certain provisions. (Virginia Statutes (2018 Edition))", three entries for "liability", and "Plessy v. Ferguson (1896)".

## Quick Search

Quickly pull up any document you already have in mind using **Quick Search**. Use a case citation or enter in a keyword search.

Q

## Type Ahead

Type ahead is a predictive algorithm that makes suggestions for any term that you enter into any search window in Fastcase. As you enter letters, Type ahead will make suggestions for search phrases and specific documents based off of what information you have already entered. Just click on one of the suggestions to run that search.

liab		
<b>Suggested Terms</b>	liability	
	liable	
	liability policy	
	liability insurance	
	liability coverage	
	liability release	
	liability insurance coverage	
	liability waiver	
<b>Suggested Documents</b>	LA CC Art. 2315 Liability for acts causing damages (Lo...	<b>Statutes</b>
	Ala. Code 32-1-2 Liability for injury or death of guest. ...	<b>Statutes</b>
	Liabo v. Wayzata Nissan, LLC, 707 N.W.2d 715 (Minn., ...	<b>Case Law</b>
	Binswanger v. Liability Assur. Corp., Ltd., 28 S.W.2d 44...	<b>Case Law</b>
	Haw. Rev. Stat. 0425E-0509 Liability for improper distri...	<b>Statutes</b>
	La. Sec. 23:632 Liability of employer for failure to pay; ...	<b>Statutes</b>
	Liability Investigative Fund Effort, Inc. v. Medical Malpr...	<b>Case Law</b>
	Liabos v. Harman, 215 So.2d 487 (Fla. App., 1968)	<b>Case Law</b>
	WV Code 55-7-13c Liability to be several; amount of j...	<b>Statutes</b>
	Miss. Code § 71-3-7 Liability for payment of compens...	<b>Statutes</b>

## 2 | SEARCH TECHNIQUES

### Search Methods

There are three ways to search for cases on Fastcase: by **Keyword**, **Natural Language** or **Citation Lookup**.

#### Keyword Search (with Boolean operators)

Searching by **Keyword** using Boolean operators is the most powerful and flexible way to search for electronic information. It is also very easy to use. Fastcase uses the standard Boolean operators described below:

OPERATOR	EXAMPLE	DESCRIPTION
<b>AND, &amp;</b>	copyright <b>AND</b> preemption	Results must contain <i>both</i> the words “copyright” and “preemption”
<b>OR</b>	landlord <b>OR</b> lessor	Results must contain <i>either</i> the word “landlord” <i>or</i> the word “lessor.” (They may contain both words).
<b>NOT</b>	vehicle <b>NOT</b> car	Results <i>must contain</i> the word “vehicle” but <i>must not contain</i> the word “car.”
<b>w/3, /3</b>	capital <b>w/3</b> punishment	Results must contain the word “capital” within 3 words of the word “punishment.” The number indicates the maximum distance apart for the terms.
<b>*, !</b>	litig*	Results must contain some variation of the stem “litig” such as litigation, litigated, litigator, etc.
<b>?</b>	advis?r	The ? works as a single letter wildcard. Results must contain some variation of the word advis_r, such as adviser or advisor.
<b>“ ”</b>	“felony murder”	Results must contain the precise phrase “felony murder.”
<b>( )</b>	(security OR pledge) AND assignment	Parentheses are used to define the order of operations when you use multiple Boolean operators.

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Examples of the operators are also visible in the **Show Search Tips** box on the [Options](#) page.

Here are a few more things to keep in mind when you are performing a keyword search on Fastcase:

- Our search engine automatically omits certain common words (e.g., the, it, etc.) from your query. The search runs more efficiently without these common “noise” words.
- Fastcase uses an “implied AND” operator. This means that if there are multiple words in your search query and you do not specify a Boolean operator to connect them, Fastcase will treat your search as if you had placed an “AND” between each term. For example, if you type: summary judgment order, Fastcase will read that as: summary AND judgment AND order. Only cases containing ALL of those terms will be returned as results. If you would like to search for cases that contain the exact phrase “summary judgment order” (where those three words will appear in documents directly next to each other and in the same order), you should put the phrase in quotation marks.
- At the moment, our search engine will accommodate a search up to 500 words long. For the purposes of search length, a Boolean operator counts as a word.

### Citation Lookup

- Pull up a case using the reporter citation by entering the reporter volume number, the reporter abbreviation, and the first page number.
- This type of search works in both **Quick Search** and **Advanced Search**.



### Natural Language Search

Natural language searches are much less precise than **Keyword** searches, but they are a good place to start if you are new to legal research, or if you are delving into a new area of the law. There are a few important aspects of a **Natural Language Search** that you should bear in mind:

- The results are the cases with the highest relevance scores based on your overall mix of search terms.
  - Your search results may not contain each and every one of your search terms.
-

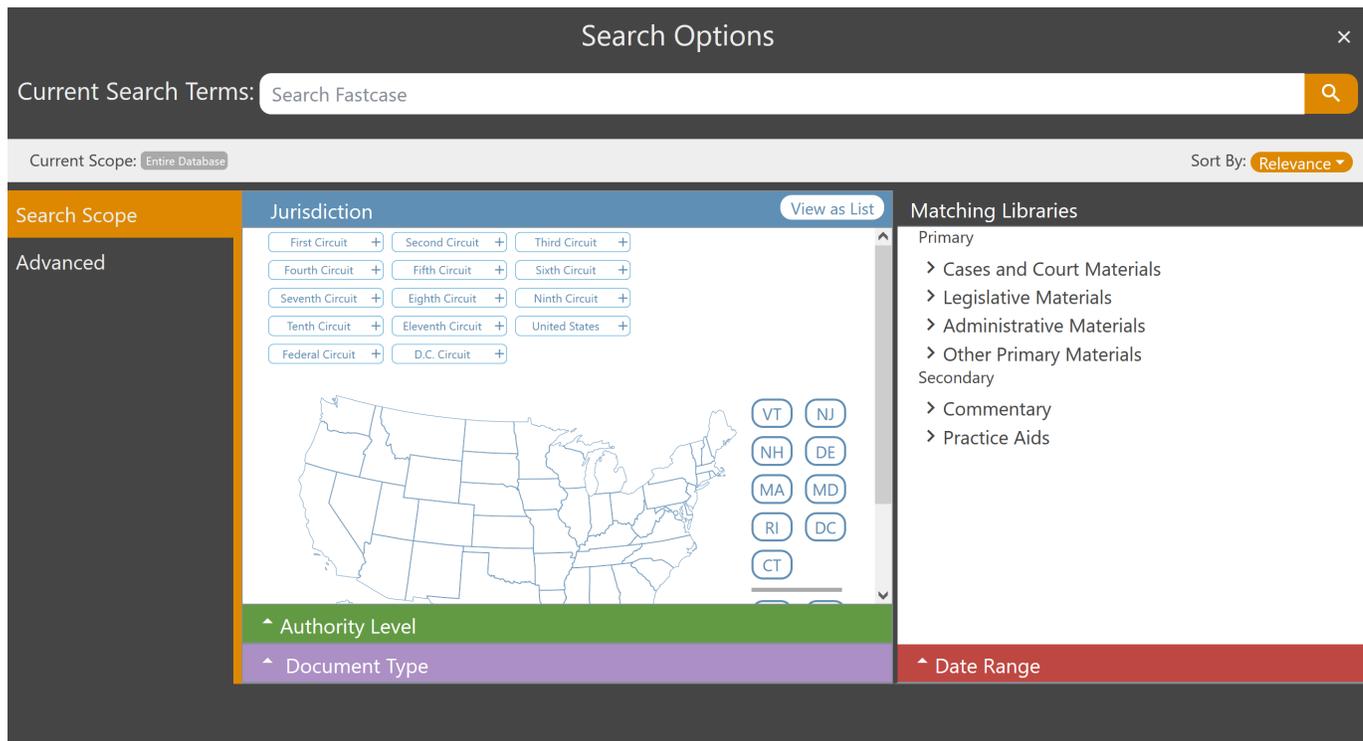
### 3 | ADVANCED SEARCH

#### Selecting a Specific Jurisdiction for Your Search

- Click on the **Options** button to select advanced search options.



- You can then select a library one of three ways: **Jurisdiction, Authority Level, or Document Type.**
- Click on the library type you are interested in from the center, and then you can select specific libraries using the drop down menus on the right.
- Once selected, the current libraries will show next to the **Current Scope** button at the top of the search menu.
- You can select as many libraries as you would like and you can select libraries across different levels and jurisdictions.



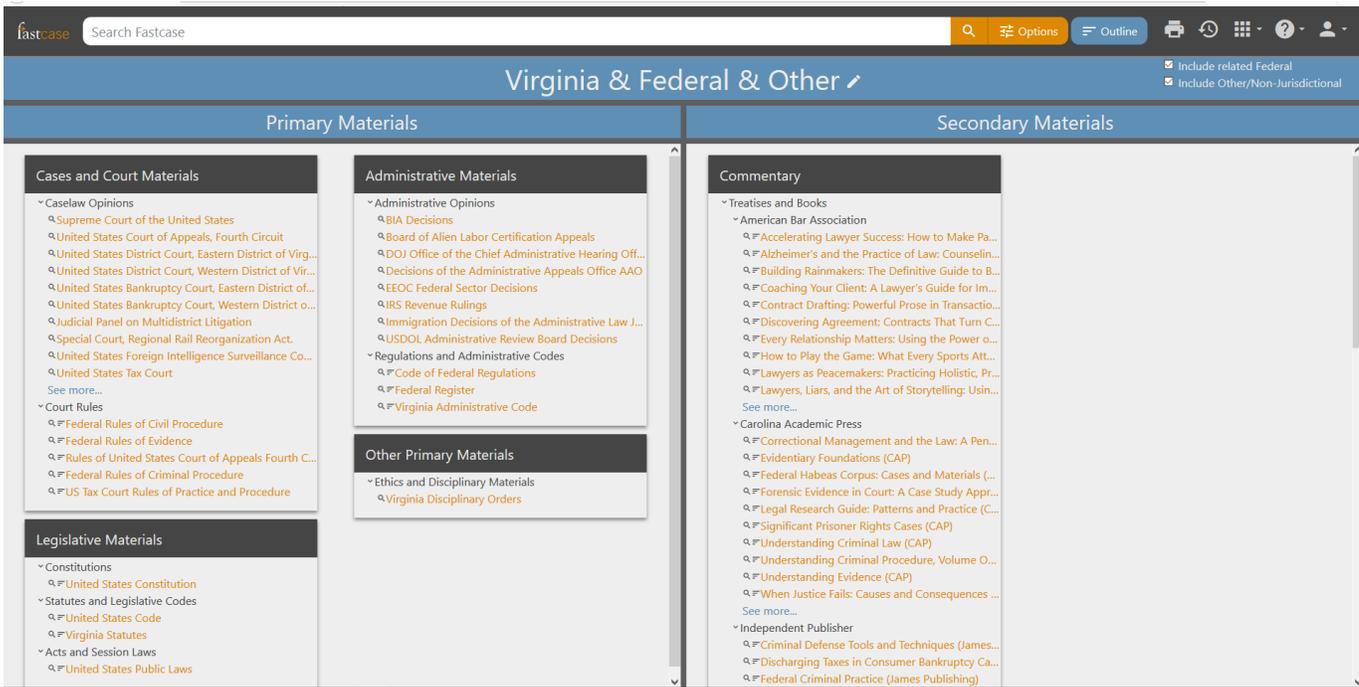
## Browse Documents Using Outline View

In addition to searching, Fastcase also allows you to browse non caselaw in our **Outline View** format.

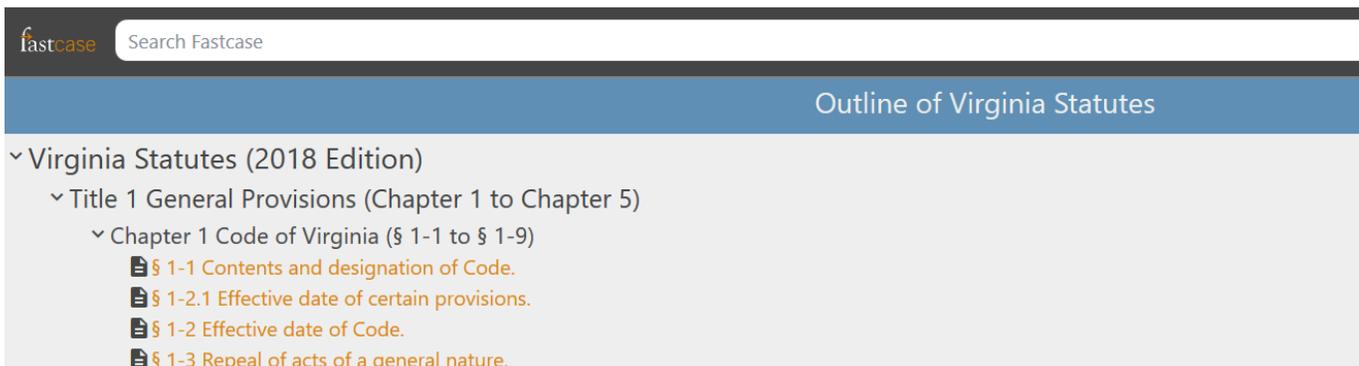
- To get started, click on the **Outline** button



- This will display the jurisdiction selection map. Once you have selected a jurisdiction, you will then select the document type you are interested in viewing.

A screenshot of the Fastcase website's 'Outline View' for 'Virginia & Federal & Other'. The interface is divided into two main columns: 'Primary Materials' and 'Secondary Materials'. Under 'Primary Materials', there are three sub-sections: 'Cases and Court Materials' (listing Supreme Court, District Courts, Bankruptcy Courts, etc.), 'Administrative Materials' (listing BIA Decisions, EEOC, IRS, etc.), and 'Legislative Materials' (listing Constitutions, Statutes, etc.). Under 'Secondary Materials', there is a 'Commentary' section with sub-sections like 'Treatises and Books' and 'Carolina Academic Press'. The top of the page features a search bar, navigation buttons, and checkboxes for 'Include related Federal' and 'Include Other/Non-Jurisdictional'.

- Once you have selected a jurisdiction, you will see the outline for that particular document.
- Navigate through the outline by clicking on the drop down buttons next to the section you are interested in.

A screenshot of the Fastcase website's 'Outline View' for 'Outline of Virginia Statutes'. The page shows a hierarchical outline starting with 'Virginia Statutes (2018 Edition)', followed by 'Title 1 General Provisions (Chapter 1 to Chapter 5)', and then 'Chapter 1 Code of Virginia (§ 1-1 to § 1-9)'. Under Chapter 1, there are three sections: '§ 1-1 Contents and designation of Code.', '§ 1-2.1 Effective date of certain provisions.', and '§ 1-2 Effective date of Code.'. The bottom section is '§ 1-3 Repeal of acts of a general nature.'. The top of the page features a search bar and the title 'Outline of Virginia Statutes'.

## 4 | VIEWING DOCUMENTS

### View the Full Document Text

- After you successfully perform a search, you are taken to the results screen listing the search results based on your search query.
- To access the full text of a document from the search results list, click on the orange hyperlinked heading of the document.

Current Scope: Entire Database Sort By: Relevance

**Johnson v. United States, 135 S. Ct. 2551, 192 L. Ed. 2d 569 (2015)**  
Relevance: 100% | US | U.S. Supreme | Caselaw Opinions | Jun 25, 2015 | Cited: 2.54k | Cited Here: 857  
... that—“(i) has as an element the use, attempted use, or threatened use of physical force against the person of another; or“(ii) is burglary, **arson**, or extortion, involves use of explosives, or otherwise involves conduct that presents a serious [135 S.Ct. 2556]potential risk of physical injury...

**Beckles v. United States, 137 S. Ct. 886, 197 L.Ed.2d 145 (2017)**  
Relevance: 60% | US | U.S. Supreme | Caselaw Opinions | Mar 5, 2017 | Cited: 376 | Cited Here: 111  
... that—“(1) has as an element the use, attempted use, or threatened use of physical force against the person of another, or[137 S.Ct. 891]“(2) is burglary of a dwelling, **arson**, or extortion, involves use of explosives, or otherwise involves conduct that presents a serious potential risk of physical injury to another.” § 4B1.2(a) (emphasis added...

- Your search terms will be highlighted in the text of the case.

Search this document 🔍 📄 🏠 ⭐ 📄

Johnson v. United States, 135 S. Ct. 2551, 192 L. Ed. 2d 569 (2015)

Criminal Act increases his prison term to a minimum of 15 years and a maximum of life. § 924(e)(1); *Johnson v. United States*, 559 U.S. 133, 136, 130 S.Ct. 1265, 176 L.Ed.2d 1 (2010). The Act defines “violent felony” as follows:

“any crime punishable by imprisonment for a term exceeding one year ... that—

“(i) has as an element the use, attempted use, or threatened use of physical force against the person of another; or

“(ii) is burglary, **arson**, or extortion, involves use of explosives, or otherwise involves conduct that presents a serious

[135 S.Ct. 2556]

## Navigate Within a Document

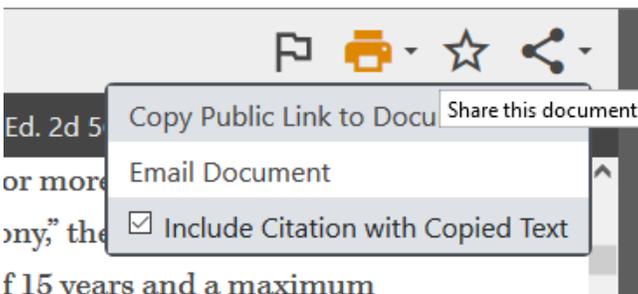
Use the navigation buttons to navigate within a document.



- Jump to the paragraph with the densest concentration of search terms by clicking the center button that looks like a document.
- Jump to the next search term by clicking the down button.
- Jump to the previous search term by clicking the up button.

## Copy and Paste

Fastcase can help you save time drafting legal briefs and other pleadings with handy copying tools.



- When you copy the text of the document you are viewing to your clipboard, by default Fastcase will attach the citation of a case.
    - You can change that setting by clicking on the **Share** button at the top right of the screen.
    - If the section you have selected is short per the bluebook rules, it will automatically be placed in quotation marks. If the section is long per the bluebook rules, it will automatically paste in block format.
    - If the section you have selected does not end in punctuation, the section will automatically end in ellipses. If the section does end in punctuation, it will automatically end with that punctuation.
  - Next, open the brief or pleading that you are working on in the appropriate word processing program (e.g., MS Word or Word Perfect).
  - Then use your program's paste function to paste the text into your document. If you are using MS Word, you can paste using the shortcut **Ctrl+V**.
-

## 5 | CUSTOMIZING YOUR CASELAW SEARCH RESULTS

Fastcase gives you nearly complete control over the way your search results are displayed. You can filter your results, sort your results six different ways, and see further search suggestions for your search.

### Filter Case Results by Jurisdiction , Authority Level, or Document Type

- Easily filter your results down to cases from one jurisdiction using the **Filters** on the left.
- The menus will only contain options that are represented in your search results.
- If you see an option listed on the filter, there is at least one document associated with that option in your search results.

The screenshot shows a search results interface. At the top, it displays "Results: 67.9k". Below this is a search bar with the placeholder text "Search within results..." and a magnifying glass icon. The main filter section is titled "Jurisdiction" and is divided into two categories: "Circuits" and "States".

**Circuits**

6th Cir. +	671	9th Cir. +	662
11th Cir. +	596	5th Cir. +	596
7th Cir. +	582	8th Cir. +	508
US +	482	10th Cir. +	468
4th Cir. +	441	2nd Cir. +	326
3rd Cir. +	300	1st Cir. +	299
D.C. Cir. +	110	Fed. Cir. +	16

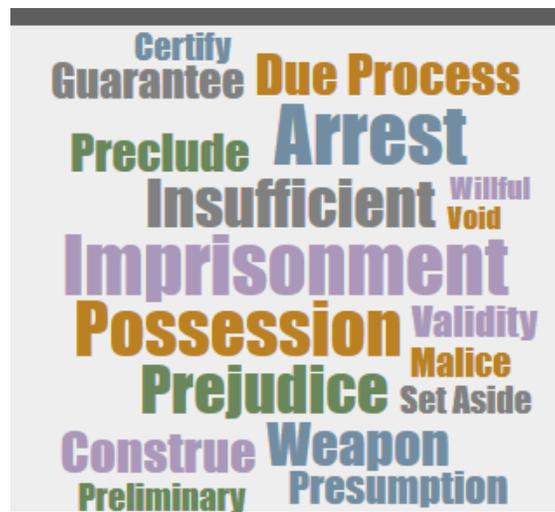
**States**

Other +	23.3k	CA +	2.98k
NY +	2.17k	TX +	1.82k
IL +	1.72k	OH +	1.20k

Below the "Jurisdiction" filter, there are two additional filter categories: "Authority Level" (highlighted in green) and "Document Type" (highlighted in purple).

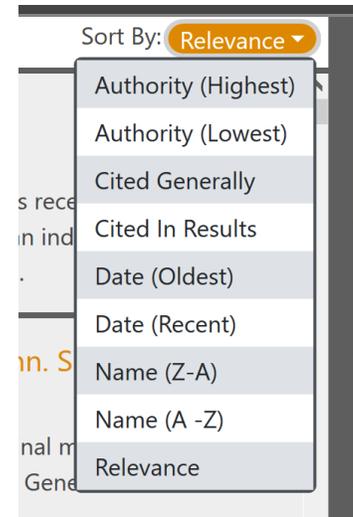
## The Tag Cloud

- The tag cloud is an algorithm that runs in tandem with your search, looking for legal terms of art and other phrases that are present in your relevant documents.
- The displayed terms can then be added as a search term to your current search to focus your search further. Click on the term you are interested in and then select from the two options below:
  - **Include:** the search term must be present in the relevant results
  - **Exclude:** the search term must not be present in the relevant results.
- The size of the term indicates how frequently it appears in the relevant results.



## Sort Case Results to Suit Your Needs

- You have complete control over the way your search results are displayed. Choose the results view that is best suited to your research project.
- To sort results by Relevance score, select **Relevance**.
- To sort in chronological order, select **Date**.
- To sort in alphabetical order, select **Name**.
- To sort by the number of subsequent citations, select **Cited Generally**.
- To sort by the number of subsequent citations within your search results, select **Cited in Results**.
- To sort your cases in order of court hierarchy, select **Authority**.



## Fastcase Relevance Score

- Fastcase's smart search technology assigns a **Relevance Score** (0%-100%) to each document in your search results based on the search terms used in the query.
- The score is displayed on the left side of the case.
- The purpose of the Fastcase **Relevance Score** is to tell you which documents on your list of search results are more likely to contain a substantive discussion of the search terms you entered. The higher the percentage, the more likely that the document contains a substantive discussion of the topic.
- By default, your search results will be displayed in the **Relevance Score** order (meaning the case with the highest relevance score is at the top of the list).

Current Scope: [Cases](#) Sort By: [Relevance](#)

**Brown v. Evans (N.Y. Sup. Ct., 2010)**  
[📄](#) [🔍](#) [★](#) **Relevance: 28%** | [NY](#) | [State Lower](#) | [Caselaw Opinions](#) | [Aug 9, 2010](#)

... on default was denied. Correspondence from petitioner in the nature of a Reply, dated June 7, 2010, was received directly in chambers on June 9, 2010. On September 10, 1997 petitioner was sentenced in Oneida County Court, to an indeterminate sentence of 7 to 14 years, upon his conviction of the crime of **Arson** 2°. Petitioner was first released form...

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**Ribeiro v. Law Offices of DePiano, No. CV 05 4007970 S (Conn. Super. 9/5/2006) (Conn. Super., 2006)**  
[📄](#) [🔍](#) [★](#) **Relevance: 28%** | [CT](#) | [State Lower](#) | [Caselaw Opinions](#) | [Sep 4, 2006](#)

... in the retainer agreement was \$200 per hour.<sup>4</sup> The plaintiff retained the defendant for two serious criminal matters, including **Arson** in the First Degree, General Statutes §53a-111(a)(2)5and nine counts of Larceny in the First Degree, General Statutes §53a-122(a)(4).6...

## Fastcase Relevance Customization

- Fastcase is the first legal research system to make our relevance algorithm transparent and modifiable by you the user.
- To view the settings, click on **Options**, then click on **Advanced**.
- The purpose of each of the sliders displayed is to adjust how much impact the different factors in the algorithm have in the content. Adjusting the factors does not change what documents are shown, but does change what order the documents are shown in when sorted by Relevance. The factors are:
  - **Responsiveness:** Documents that have the search terms close together are preferred.
  - **Large Documents:** Longer documents are preferred.
  - **Small Documents:** Smaller documents are preferred.
  - **Authoritativeness:** Cases that are cited many times are preferred.
  - **Frequently Read:** Cases that have been viewed by other users of Fastcase are preferred.
  - **Frequently Printed:** Cases that have been downloaded by other users of Fastcase are preferred.
  - **Frequently Emailed:** Cases that have been emailed by other users of Fastcase are preferred.
- You can set up a combination that meets your preferences, or use the default settings.

The screenshot displays the 'Search Options' interface. At the top, the current search terms are 'Search Fastcase'. Below this, the current scope is set to 'Entire Database' and the results are sorted by 'Relevance'. The 'Advanced' search scope is selected, showing seven sliders for customization:

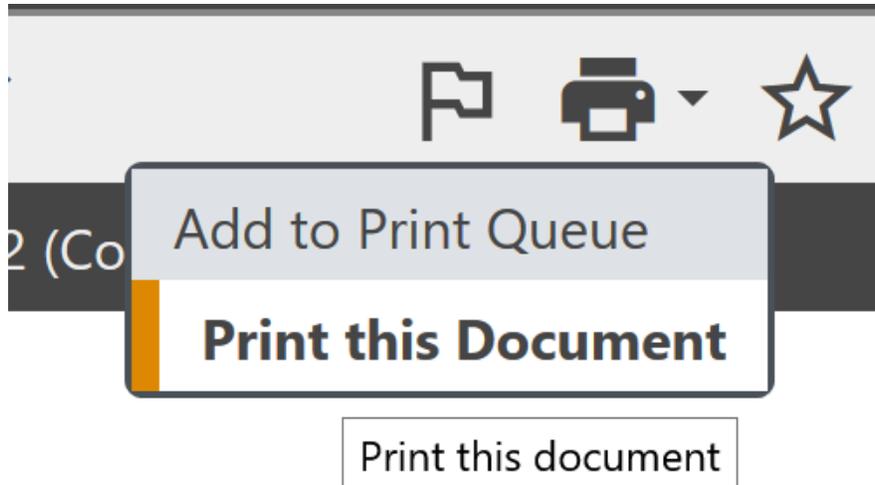
Factor	Description	Value
Responsiveness	Favors documents that have many of your search terms close together.	7
Large Documents	Favors larger / longer documents.	10
Small Documents	Favors very short documents, such as appeals that simply affirm the lower court.	1
Authoritativeness	Favors documents that have been cited many times.	10
Frequently Read	Favors documents that are read more often by Fastcase users.	1
Frequently Printed	Favors documents that are printed more often by Fastcase users.	1
Frequently E-mailed	Favors documents that are emailed more often by Fastcase users.	1

## 6 | PRINTING & DOWNLOADING DOCUMENTS

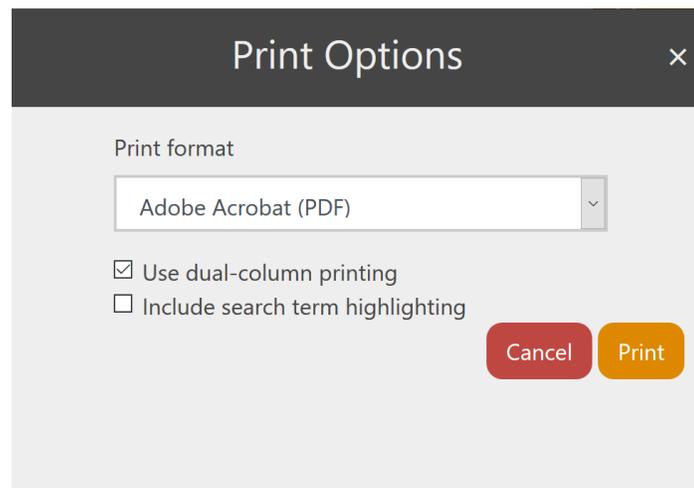
Fastcase gives you the ability to save and print clean, professional-looking documents in single- or dual-column format.

### Printing a Single Document

- Click the **Print** link on your toolbar.



- Make your formatting selections:
  - Choose whether to highlight search terms.
  - Choose single- or dual-column formatting.
  - Choose a file format: Microsoft Word (DOC), Adobe Acrobat (PDF), or Microsoft Word (RTF) (rich text file).

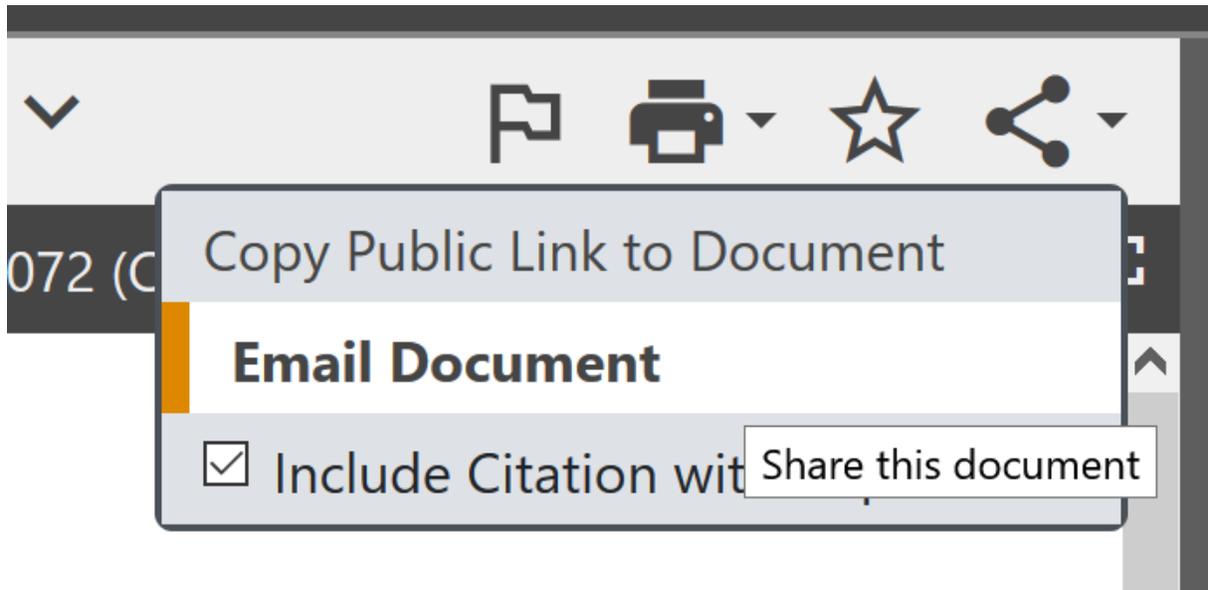


- Click the **Print** link. Your browser will begin to download the file onto your computer.
  - Once the download is complete, open the file using the appropriate application for the file format you selected.
  - Now you can print and/or save the file like any other document on your computer.
-

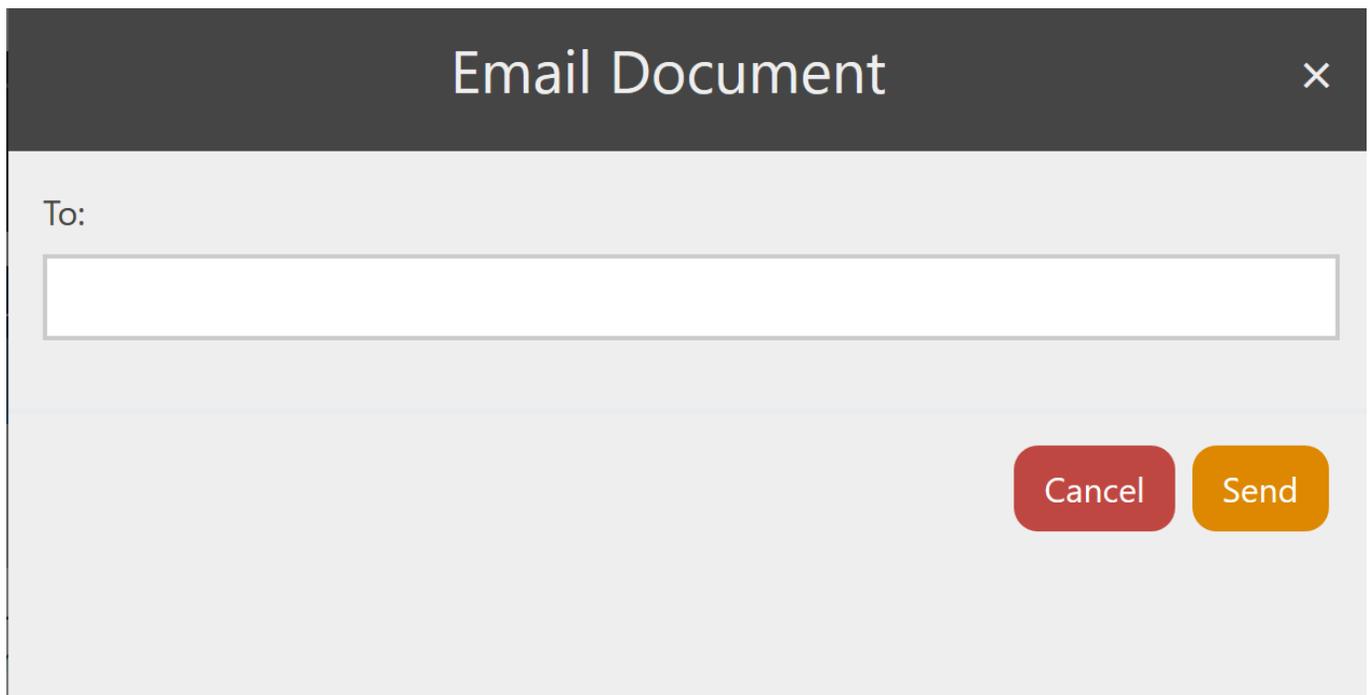
## Email a Case

Fastcase allows you to email a document to any email address with just two clicks.

- Start by clicking on the **Share** link on the toolbar when you are viewing a document. Then select **Email Document**.



- Enter the email address you would like the document sent to.
- The document you selected will be sent in rich text format within the body of the email.
- **Note:** You can also download the case using the **Print** button and then email it as an attachment.

A screenshot of the 'Email Document' dialog box. The title bar reads 'Email Document' with a close button (X) on the right. Below the title bar is a 'To:' label followed by a large, empty text input field. At the bottom right of the dialog, there are two buttons: a red 'Cancel' button and an orange 'Send' button.

## Batch Retrieval and Printing Cases

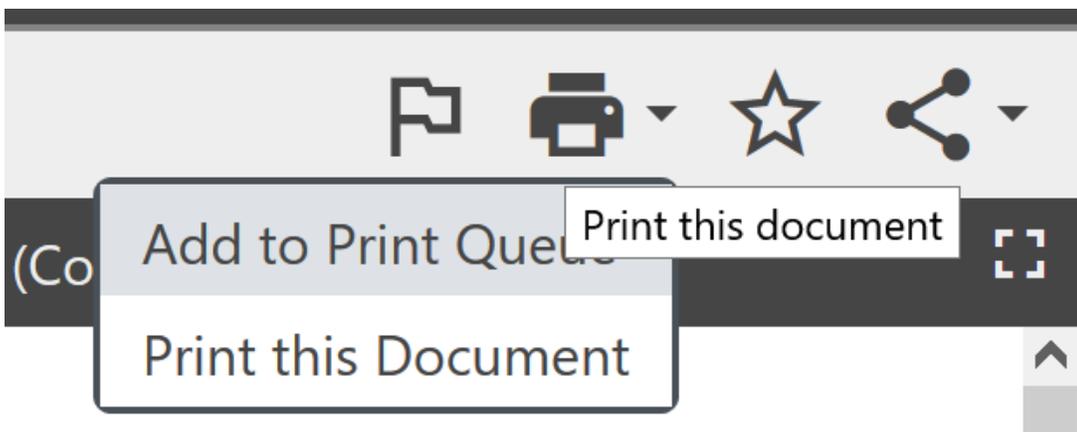
- Batch printing allows you to download and print up to fifty documents as a single document.
- To add a case to your **Print Queue** from the results page, click on the printer icon to the left of the case.

State v. Zamzow, 374 Wis.2d 220, 892 N.W.2d 637 (Wis., 2017)

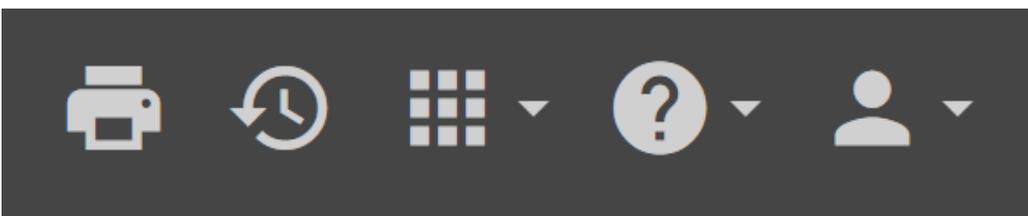
📁 🖨️ ☆ Case Law | Apr 6, 2017

...v. California , 554 U.S. 353, 357-58, 128 S.Ct. 2678, 171 L.Ed.2d 488 (2008) ; then citing Crawford , 541 U.S. at 68, 124 S.Ct. 1354 ). ¶23 Other courts reached similar conclusions. See, e.g. , **People v. Felder** , 129 P.3d 1072, 1073-74 (Colo. App. 2005) (observing that "[n]othing in Crawford suggests that the Supreme Court intended to alter its prior rulings allowing hearsay at pretrial proceedings, such as a hearing on a suppression motion challenging the sufficiency of a search warrant," and reasoning that "had the Court intended the rule of Crawford to apply at the pretrial stage, it...

- When you click the printer icon, the icon will change color from blue to orange.
- You can add up to 50 total documents to your print queue at a time.
- You can also add a document to the print queue from the document view page.



- To print, select **View Print Queue** from the **Print** dropdown menu.

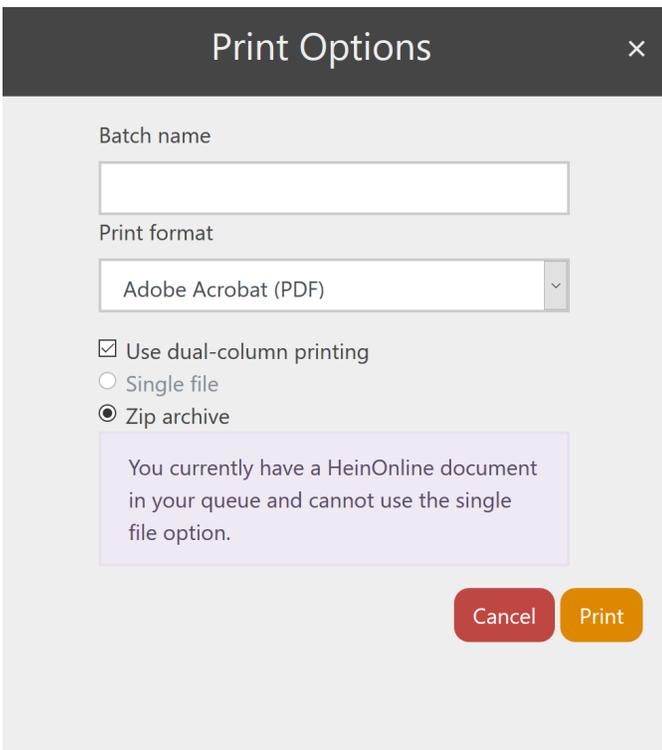


- You will have an opportunity to review the cases in your **Print Queue**. To remove a case from the queue, click the printer icon on the right.

- Click the round **Print** button



- Make your formatting selections, just as you would with a single case.
- Click **Print**. Your browser will begin to download the file onto your computer.

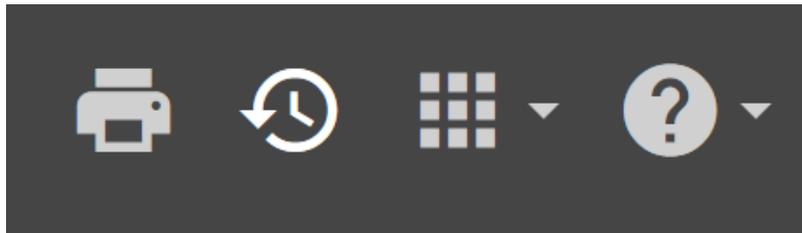


## 7 | PERSONALIZED FEATURES

Fastcase dynamically tracks what you are searching for and uses this information to tweak your user interface, with the goal of making your research more efficient. Fastcase also lets you set certain display preferences.

### Recent Searches

- To retrieve the recent documents you viewed, select the **History** button from the menu.
- The searches are listed according to the search terms you used
- If you click on the any of the listed searches, you will be taken directly to the corresponding search results.



### Your Library

- Search History
- Document History
- Favorite Documents

Terms: 100 S.Ct 2531 Current Scope: <span>Cases</span>	Sort By: <span>Relevance</span>
Terms: forgery and roberts and ohio Current Scope: <span>Cases</span>	Sort By: <span>Relevance</span>
Terms: "forgery of a check" and roberts Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>
Terms: "forgery of a check" roberts Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>
Terms: ohio v. roberts Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>
Terms: "second amendment" and arms Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>
Terms: third-party action Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>
Terms: third-party action Current Scope: <span>Entire Database</span>	Sort By: <span>Relevance</span>

## Recently Viewed Documents:

- Fastcase automatically tracks recent documents that you have viewed and automatically stores them in your personalized library for easy access.
- To retrieve the recent documents you viewed, select the **History** button from the menu.



### Your Library

- Search History
- Document History**
- Favorite Documents

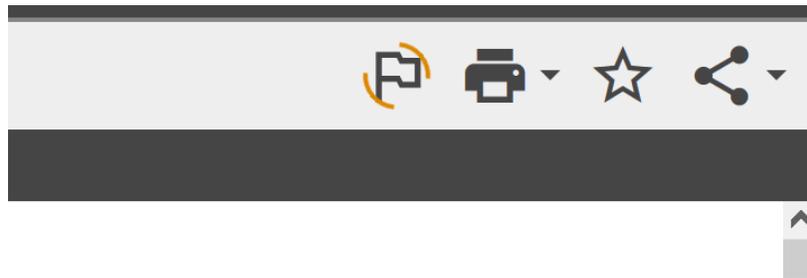
**People v. Felder, 129 P.3d 1072 (Colo. App., 2005)**  
🔖 📄 ☆  
Defendant, Galen T. Felder, appeals the judgment of conviction entered upon jury verdicts finding him guilty of unlawful possession of a schedule II controlled substance and unlawful possession of a schedule II controlled substance with intent to distribute. Defendant also appeals his sentence as an habitual criminal. We affirm... A confidential informant told the police that defendant was selling crack cocaine from a house. Based on this information, the officers obtained a warrant to search th...

**People v. Saraguard, 625 N.Y.S.2d 665, 215 A.D.2d 411 (N.Y. App. Div., 1995)**  
🔖 📄 ☆  
MEMORANDUM BY THE COURT... Appeals by the defendants from two judgments (one as to each of them) of the Supreme Court, Suffolk County (Leis, J.), both rendered December 23, 1992, convicting each of them of criminal possession of a controlled substance in the third degree and criminal sale of a controlled substance in the third degree, upon jury verdicts, and imposing sentences... ORDERED that the judgments are affirmed... The defendants were charged with selling cocaine to undercover police offi...

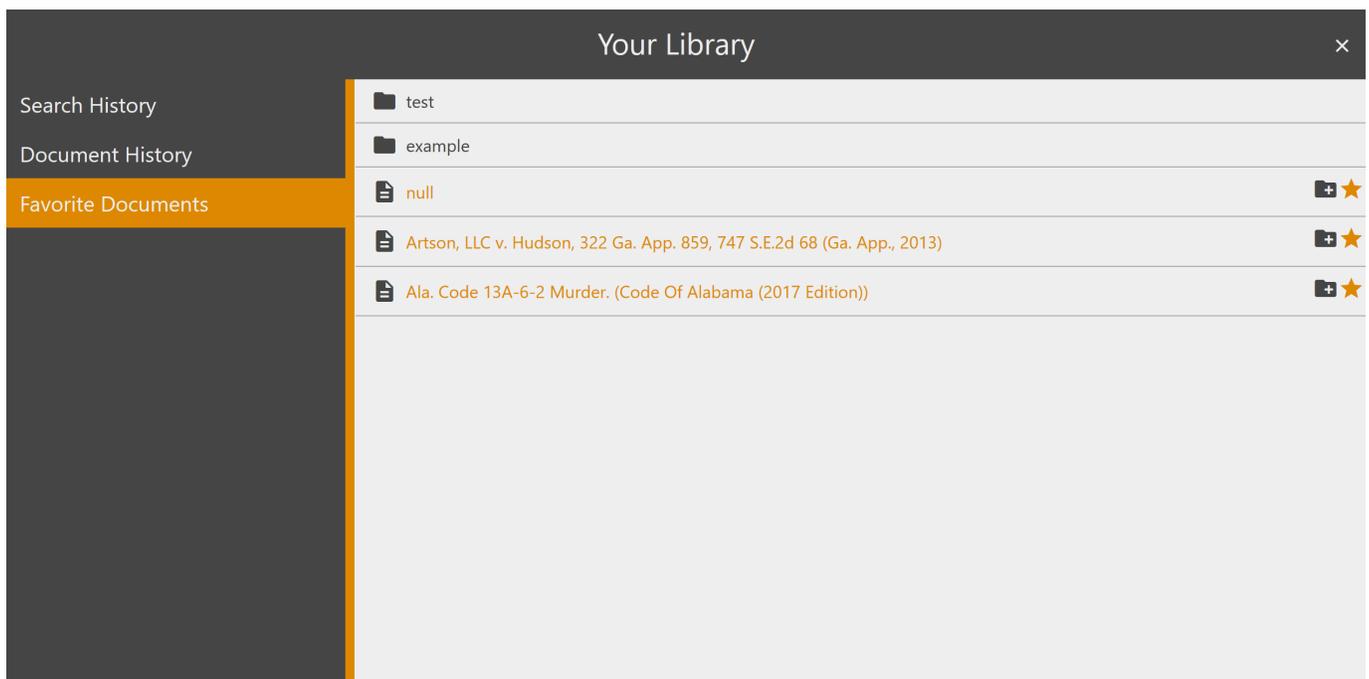
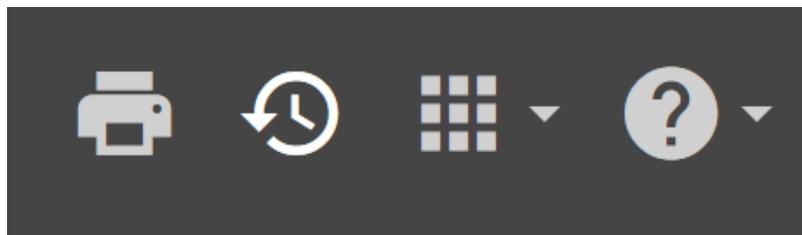
**Ohio v. Roberts, 448 U.S. 56, 100 S.Ct. 2531, 65 L.Ed.2d 597 (1980)**  
🔖 📄 ☆  
This case presents issues concerning the constitutional propriety of the introduction in evidence of the preliminary hearing testimony of a witness not produced at the defendant's subsequent state criminal trial... I... .. Local police arrested respondent, Herschel Roberts, on January 7, 1975, in Lake County, Ohio. Roberts was charged with forgery of a check in the name of Bernard Isaacs, and with possession of stolen credit cards belonging to Isaacs and his wife Amy... A preliminary hearing...

### Favorite Documents:

- Fastcase allows you to save up to fifty documents for later reference. To save a document, click the **Favorite Star** link on toolbar at the top right.

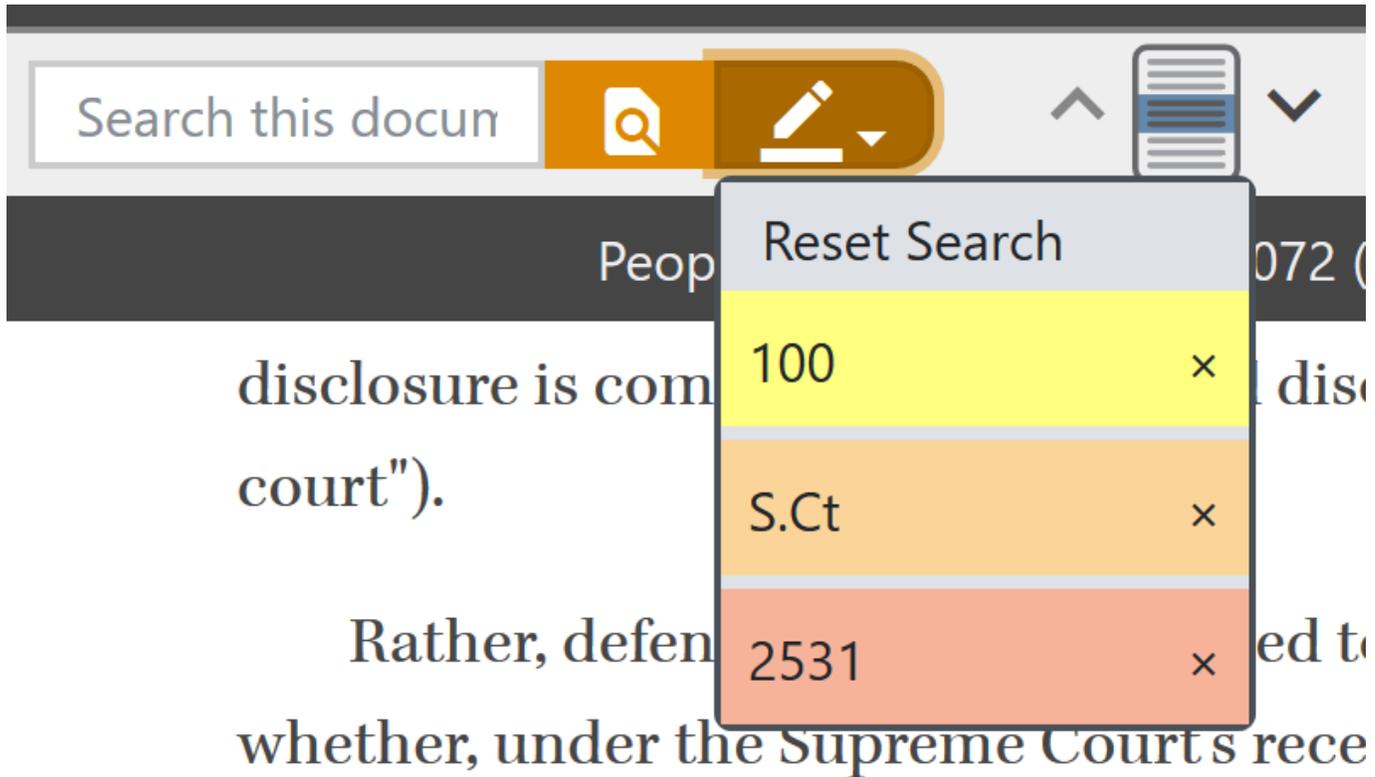


- To retrieve your saved documents, select the **History** button from the menu.
- You can create folders to organize your favorites into groups.



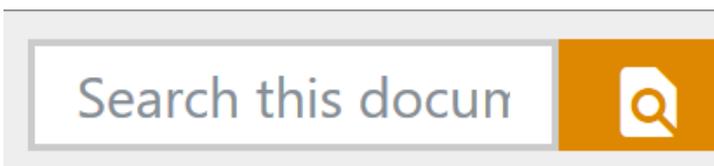
## Highlighting Search Terms

- By default, Fastcase highlights each of your search terms when you view the full text of a document. Each term will be highlighted a slightly different color so that you can see the occurrence of each search item. You can turn highlighting off for each term separately by clicking the **Highlight** dropdown.



## Searching a Document

- You can search within a document for any term. Click on the search box, enter your search term, and hit the **Search** button to locate that term.



## 8 | USING AUTHORITY CHECK

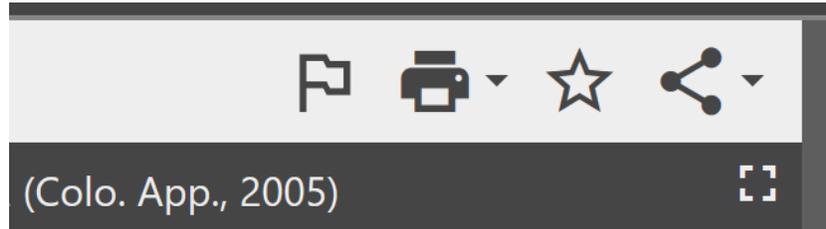
### Overview

**Authority Check** is Fastcase's integrated citation analysis tool. You can use **Authority Check** in many ways, including:

- To generate a list of later citing cases to find related authority on your topic.
- To prioritize your research by identifying the most frequently cited cases within your list of results.

### Generate a List of Later Citing Cases

- Start by pulling up the case you are interested in. Make sure you are on the page with the full text of the case.
- Above the case you will see a flag. The flag will be red if there has been any negative interpretation and gray if there has not been any negative interpretation.
- Click on the flag to generate the **Authority Check Report** with a list of later citing cases. The report will load on the left side of the screen.



Scroll down to see all later citing cases.

### Authority Check

Total	Federal	District	Bankruptcy	State	Bad Law
14	0	2	0	12	0

**State v. Zamzow**, 374 Wis.2d 220, 892 N.W.2d 637 (Wis., 2017)  
Case Law | Apr 6, 2017

...v. California , 554 U.S. 353, 357-58, 128 S.Ct. 2678, 171 L.Ed.2d 488 (2008) ; then citing Crawford , 541 U.S. at 68, 124 S.Ct. 1354 ). 123 Other courts reached similar conclusions. See, e.g. , **People v. Felder** , 129 P.3d 1072, 1073-74 (Colo. App. 2005) (observing that "[n]othing in Crawford suggests that the Supreme Court intended to alter its prior rulings allowing hearsay at pretrial proceedings, such as a hearing on a suppression motion challenging the sufficiency of a search warrant," and reasoning that "had the Court intended the rule of Crawford to apply at the pretrial stage, it...

**Pineda v. State (Tex. App., 2015)**  
Case Law | Sep 10, 2015

...suppression hearing is still subject to debate). We also note that many other jurisdictions outside Texas have held that the Confrontation Clause does not apply to preliminary hearings. See **People v. Felder**, 129 P.3d 1072 (Colo. Ct. App. 2005); Gresham v. Edwards, 281 Ga. 881, 644 S.E.2d 122 (2007); State v. Rivera, 144 N.M. 836, 192 P.3d 1213 (2008); Sheriff v. Witzenburg, 122 Nev. 1056, 145 P.3d 1002 (2006); State v. Woinarowicz, 720 N.W.2d 635 (N.D. 2006). 4. Appellant testified at trial that the arresting officer found the pill...

**Lieser v. Miller (N.D. Ohio, 2012)**  
Case Law | Aug 2, 2012

...Mun. Ct. 2006); Curry v. State, 228 S.W.3d 292, 297 (Tex. App. 2007). And other courts have held the Confrontation Clause is only a trial right that does not apply to pretrial hearings. See,

## Identify Frequently Cited Cases

- On the results page, the number to the right of "Cited" for each case corresponds to the number of times the case has been subsequently cited in other cases.

People v. Felder, 129 P.3d 1072 (Colo. App., 2005)

  Relevance: 76% | [CO](#) | [State Intermediate](#) | [Caselaw Opinions](#) | [Oct 19, 2005](#) | Cited: 15 | Cited Here: 1

... exception or bore particularized guarantees of trustworthiness. Ohio v. Roberts, 448 U.S. 56, 66, **100 S.Ct. 2531**, 2539, 65 L.Ed.2d 597 (1980). The Crawford Court partially overruled Ohio v. Roberts, and held that the Sixth Amendment only allows the admission of testimonial hearsay statements in a criminal trial...

- You can sort the most frequently cited cases overall to the top of the list by clicking on the "Sort By" button and selecting "Cited Generally".
- You can sort the most frequently cited cases overall to the top of the list by clicking on the "Sort By" button and selecting "Cited in Results".

## Identify Negative Citation History

The *Bluebook* requires that courts indicate negative history of cases cited within opinions. The Fastcase **Bad Law Bot** takes advantage of this data by using algorithms to find these negative citation histories, then flags those cases and provides links to those cases.

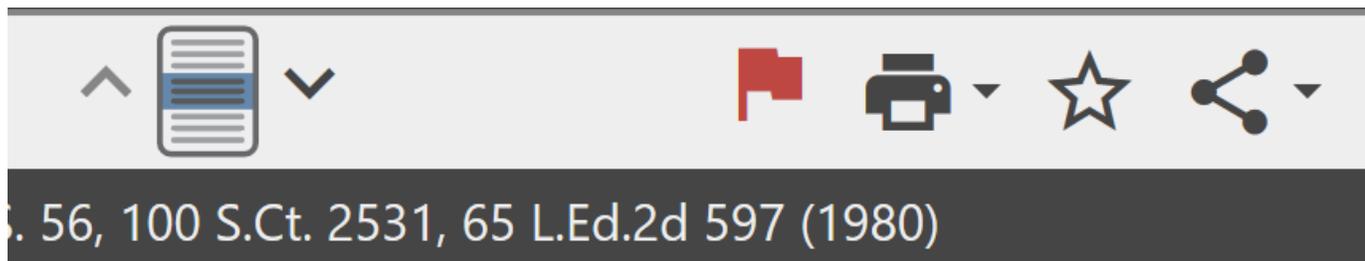
Here, we looked up State v. Frawley, 172 P.3d 144 Note the red flag next to the case name, indicating negative citation history for the case.

State v. Frawley, 172 P.3d 144, 2007 NMSC 57, 143 N.M. 7 (N.M., 2007)

   Relevance: 76% | [NM](#) | [State Supreme](#) | [Caselaw Opinions](#) | [Oct 24, 2007](#) | Cited: 78 | Cited Here: 1

....1 {4} While Frawley's case was on direct appeal, the United States Supreme Court published Blakely v. Washington, 542 U.S. 296, 124 **S.Ct. 2531**, 159 L.Ed.2d 403 (2004). In Blakely, the Supreme Court held that a defendant's Sixth Amendment right to a trial by jury was violated when the trial court...

Another Example is *State v. Roberts*, 100 S.Ct. 2531. Once you click on *Roberts*, you will notice that there's a red flag in the **Authority Check** area.



To see the cases that indicate negative citation history for *Roberts*, simply click on the red flag and the **Authority Check Report** will open on the left.

Here's what the **Authority Check Report** looks like for *Roberts*:

## Authority Check ×

Total	Federal	District	Bankruptcy	State	Bad Law
4.14k	812	521	3	2.81k	20

 **Bad Law Bot - what other courts have said about this case**

Bad Law Bot is an algorithmic citator. It checks through all of the cases that cite to this one, and identifies any mentions of negative history. Below you'll find cases that indicate this one is no longer good law, followed by all of the other citing cases.

**State v. Warner (Tenn. Crim. App., 2018)**  
🚩 📄 ☆ Case Law | May 9, 2018

...719, 724-725 (1968); see also *State v. Arnold*, 719 S.W.2d 543, 548 (Tenn. Crim. App. 1986) (citations omitted). The United States Supreme Court stated that "good faith" is defined as "[t]he lengths to which the prosecution must go to produce a witness . . . [and] is a question of reasonableness." **Ohio v. Roberts, 448 U.S. 56, 74 (1980), abrogated by Crawford v. Washington, 541 U.S. 36 (2004)**. "The ultimate question is whether the witness is unavailable despite good-faith efforts undertaken prior to trial to locate and present that witness. As with other evidentiary proponents, the...

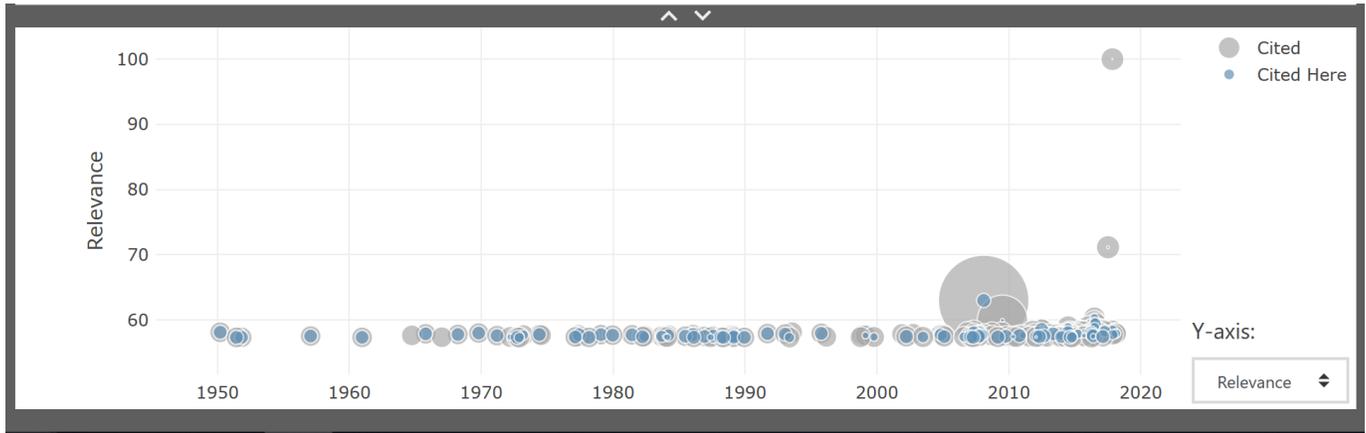
**Bad Law Bot** finds negative citation history by taking all the cases that have cited *Roberts* and examining how they've cited to *Roberts*. If a court has negatively cited to *Roberts*, **Bad Law Bot** will link you to that case. Keep in mind that **Bad Law Bot** determines negative case history by using algorithms, so the report is constantly updating.

## 9 | USING THE INTERACTIVE TIMELINE

The **Interactive Timeline** is a powerful data visualization tool unique to Fastcase. By allowing you to view up to four different attributes of each case at a time, your search results jump off the page.

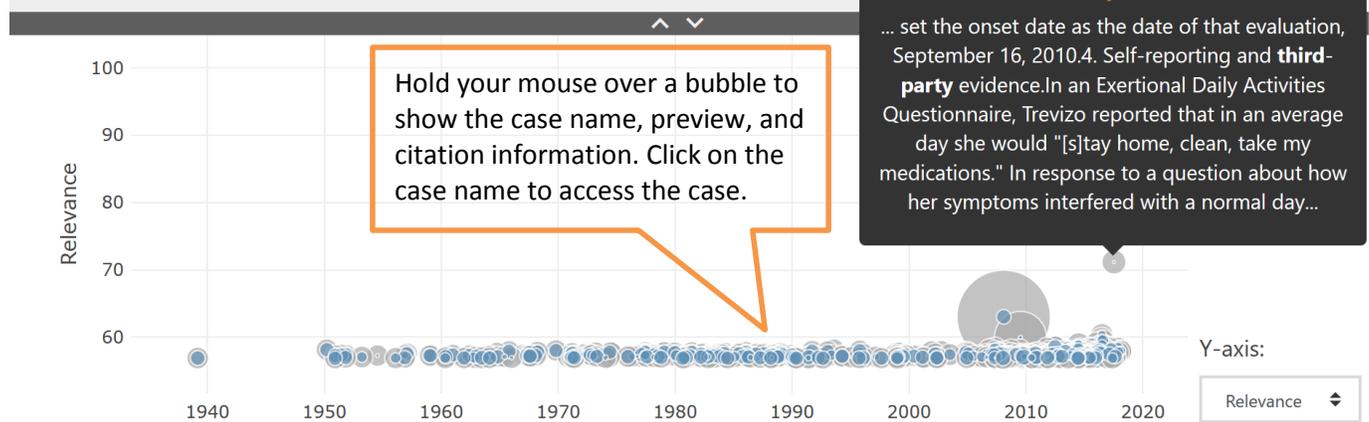
### Reading the Timeline

- To access the **Interactive Timeline**, start by running a search and viewing your search results. On the bottom of the results page you will see the **Interactive Timeline**. By default, your timeline will be in **Relevance View**.



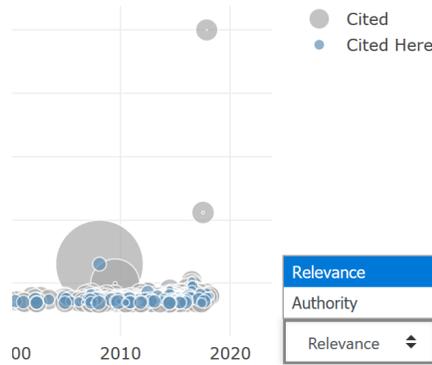
- Each case in your search results is represented on the **Interactive Timeline** by a gray circle.
- The **Interactive Timeline** tells you at least four things about each case:
  - The date of each decision (x-axis).
  - The **Relevance Score** of each decision (y-axis).
  - The number of times each case was cited overall (diameter of gray circles)
  - The number of times each case was cited for your search terms (diameter of blue circles).

individual directly affected by these defendants' decisions. It is reasonable to infer from the complaint that Michalski used the time, access and information given to him by the defendants to plan an assault on

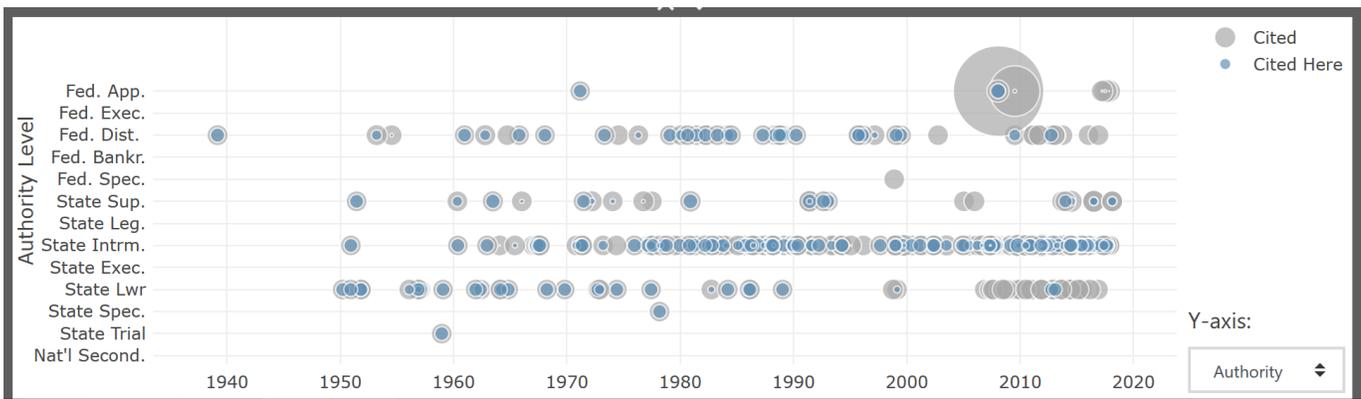


Select to display how cases are sorted

- You can switch to **Court Level View** by selecting Authority from the **Vertical Axis** filter.



- This time, your timeline will look something like the image below:



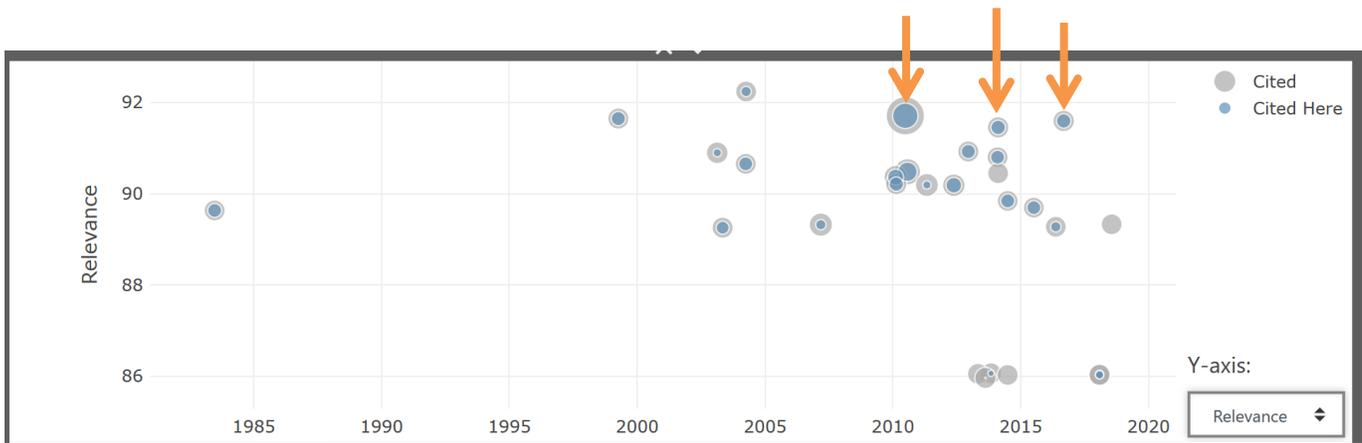
- Now you can see the court level of each decision (y-axis).

### Identifying Authoritative Cases

By illustrating how relevant each case is based on your search terms, how many times each case has been cited by subsequent cases, the **Interactive Timeline** quickly identifies seminal and authoritative cases.

- For the best results, first make sure that you are in **Relevance View**.
- Then look for cases with large diameters that appear towards to the top of the page since frequently cited cases with high **Relevance Scores** are the most likely to be authoritative.

- Here is an illustrative example: if you perform a keyword search for “[second amendment](#)” & [arms](#), and open the [Interactive Timeline](#) in **Relevance View**, you will see something that looks like this:



- It is easy to spot authoritative cases on the timeline – look for circles with large blue and gray diameters as well as circles that appear higher up than other contemporaneous cases.

- On the timeline pictured above, these three cases – all key Second Amendment decisions – stand out.

From left to right:

- 1) [McDonald v. City of Chicago](#), 130 S. Ct. 3020 (2010)
- 2) [Peruta v. Cnty. of San Diego](#), 742 F.3d 1144 (9th Cir., 2014)
- 3) [Binderup v. Attorney Gen. U.S.](#), 836 F.3d 336 (3rd Cir., 2016)

- The timeline also illustrates the nearly seventy-year gap in Second Amendment cases presented to the Supreme Court as well as the surge of Second Amendment lawsuits in the last forty years.

**Fastcase Tip:** Access the [Interactive Timeline](#) from [Authority Check](#), too. When viewing an [Authority Check Report](#), the [Interactive Timeline](#) is at the bottom of the report.

## 10 | FORECITE

When you perform a **Search** on Fastcase, **Forecite** goes the extra mile and identifies important cases that can easily be missed by ordinary keyword searches. **Forecite** enhances your ordinary search result by carefully and comprehensively analyzing the citation structure of each case in your results list. It looks for decisions that are frequently cited by other decisions in your search results but do not contain all of your search terms. **Forecite** will notify you of these additional cases at the top of the results page.

- Start by performing a **Search**.
- On the results screen, at the top of the **Suggested Results** panel on the right will be the **Forecite** results.



Suggested Results	
Forecite	
<b>Miranda v. State of A...</b>	
Cited: 50.2k	Cited Here: 6.60k
<b>Strickland v. Washin...</b>	
Cited: 110k	Cited Here: 1.08k

- Once you've clicked on the case, you can add the results to your print queue and generate an **Authority Check Report** for each decision.
-

## 11 | HEINONLINE

Fastcase has partnered with William S. Hein & Co. to offer its subscribers exclusive access to law review articles on Fastcase. Hein Online Law Review search results appear for free within Fastcase. A Hein Online subscription is required to view the full text of the law review search results. Monthly and Annual subscriptions to Hein Online are available through Fastcase to offer flexibility based on your legal research needs.

### Search HeinOnline

To start searching for law review articles go to **Option**, then **Search Law Journals and Reviews** from the **Document Type** menu.

The screenshot displays the HeinOnline search interface. On the left, a vertical menu is expanded to the 'Document Type' section. Under 'Primary', several document types are listed as buttons: Caselaw Opinions, Briefs and Motions, Court Rules, Constitutions, Statutes and Legislative Codes, Acts and Session Laws, Administrative Opinions, Executive Orders, Administrative Briefs and Motions, Regulations and Administrative Codes, Ethics and Disciplinary Materials, Attorney General Opinions, Pleadings, and Administrative Pleadings. Under 'Secondary', the following document types are listed: Treatises and Books, Law Journals and Reviews (which is selected and marked with an 'X'), Bar Journals, Blog Articles, Jury instructions, Forms, Judge Profiles, Attorney Profiles, Party Profiles, and Witness Profiles. On the right, a 'Libraries' sidebar is visible, showing a tree structure: Secondary > Federal > State > Other > Full Court Press > HeinOnline (with an 'All Volumes' button) > Georgia > North Carolina. At the bottom of the sidebar, there is a 'Date Range' button.

### Subscribe

Searching HeinOnline articles on Fastcase is free, but viewing the contents of articles requires a separate subscription. You will be prompted with subscription options on a **Subscription Required** page when you click any article link.

If you're already a subscriber to HeinOnline you can synchronize your accounts to access Hein's comprehensive law review collection on Fastcase. This can be done on the **Subscription Required** page by generating and using a unique token code.

### Suggested Results

Suggested Results

Law J.

19 U.S.F. Mar. L.J. 29...

...Issue 2 - (2006-2007):  
Economic Analysis of  
Limitation of Shipowners'  
**Liability** 19 U.S.F. Mar. L.J.  
297 (2006-2007) (University  
of San Francisco Maritime  
Law Journal...

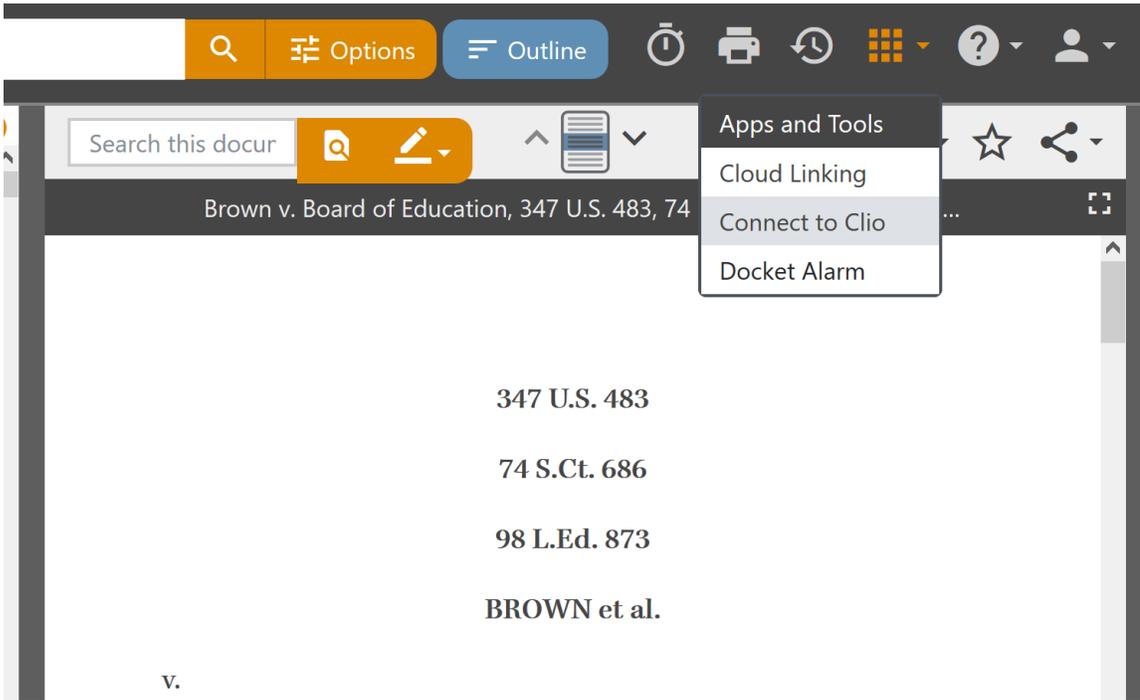
Suggested HeinOnline materials will also display to the right of your results list when you run any searchaselaw or statute search.

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### Connect to Clio

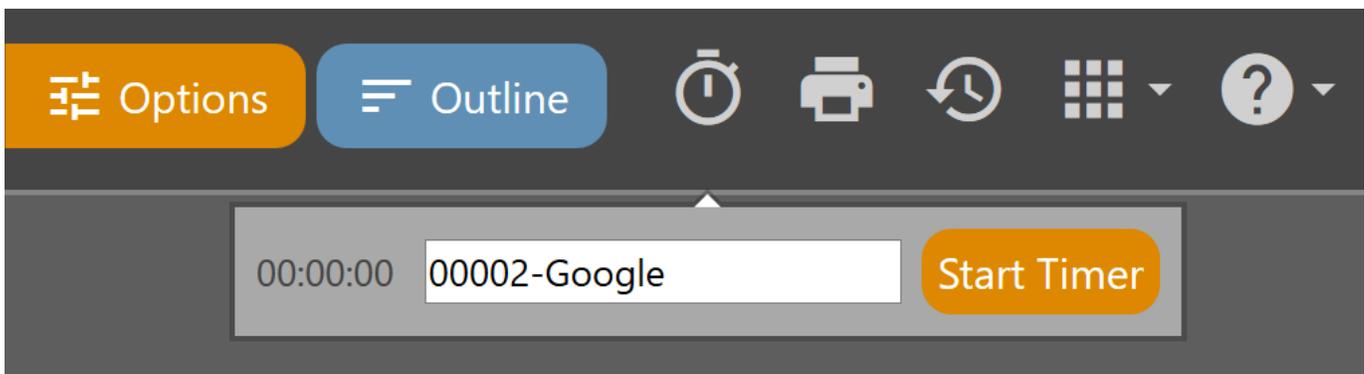
If you use Clio's Cloud-Based Practice Management Software you can link your Clio account to Fastcase to quickly record billable hours as you research.

From within Fastcase, select **Connect to Clio** from the **Apps and Tools** menu. You will be redirected to the Clio site and prompted to login. Click the large green button that reads **Yes, Let's Connect**.



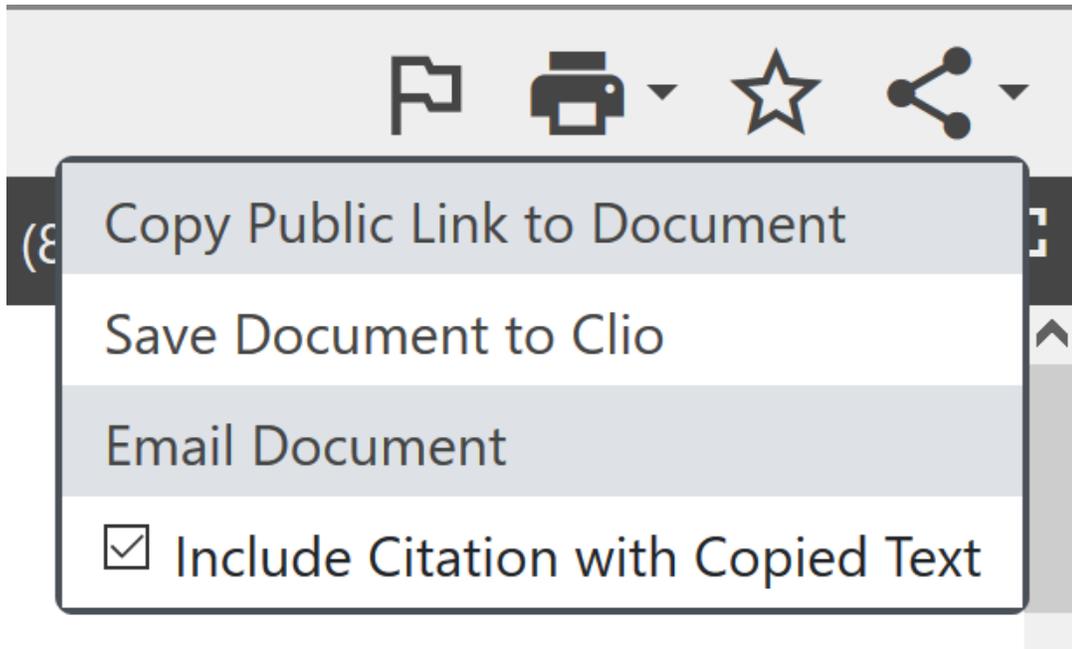
### Track Your Billable Research Time

When you connect your Clio account to Fastcase, you will see a "stopwatch" icon. This timer will allow you to select different Clio matters and set a timer for each client as you work. Start the timer by clicking the orange "start timer" button. Clicking the stop button will automatically save your billable research time to Clio.



## Saving a Document to a Matter in Clio

You can also save a document directly from Fastcase into a matter in Clio. Simply click on the **Share** icon in the upper right corner of the screen.



You can then select a document format as well as which matter you would like to save the document to.

### Save to Clio

Print format

Adobe Acrobat (PDF)

Use dual-column printing

Include search term highlighting

Matter: 00005-Wilson

Cancel Save

## 13 | TRANSACTIONAL SEARCH OPTIONS

### Newspapers, Legal Forms, and Federal Filings

Fastcase also provides access to a newspaper archive, legal forms, and federal filings through our business partners. These transactional search options can be found under the **Search** menu. Please be advised that there are additional charges for accessing documents using these transactional search services from our partners.

#### Search newspapers on NewsLibrary.com.

For help searching **NewsLibrary**, email their customer support team at [newslibrary@newsbank.com](mailto:newslibrary@newsbank.com).

#### Search legal forms on U.S. Legal Forms.

For help searching **U.S. Legal Forms**, call their customer support team at **(877) 389-0141**.

#### Search federal filings on Justia.com.

For help searching **Justia**, call their Filings & Dockets team at **(650) 810-1994**.

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## 14 | ADDITIONAL ASSISTANCE

### Customer Support

All Fastcase subscribers enjoy access to unlimited customer support. Our customer support hours are from 8 a.m. to 8 p.m. Eastern time, Monday through Friday, excluding holidays. Whether you have a technical question or need research assistance, we're here to help.

Call us at **1-866-773-2782**, email us at [support@fastcase.com](mailto:support@fastcase.com), or use the **LiveChat** feature located on our website.

### Training Videos

Access our library of training videos at any time at [fastcase.com/video](https://fastcase.com/video). Our video tutorials cover the basics of researching on Fastcase and address frequently asked questions.

### Online Webinars

Sign up for one of our free, live online webinar training sessions. We offer webinars throughout the year. For a complete webinar schedule and online registration, visit [fastcase.com/webinars](https://fastcase.com/webinars).

### Reference Guides

Check out our FAQs and reference guides on how to use Fastcase. View them once, download them to your computer, or print them for later reference when you have a question.

Our FAQs: [fastcase.com/faq](https://fastcase.com/faq).

Additional Support Materials: [fastcase.com/support](https://fastcase.com/support).

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