**Shepardizing™**
only on the LexisNexis® services

**Why Shepardize®?**
The most common use for the Shepard's® Citations Service is determining if a case is “Good Law”, valid and citable. This process is referred to as Shepardizing™.

Law students, faculty and legal professionals use Shepard's for much more than validation checks. Outlined on the next few pages are the many uses for Shepard's.

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**Shepard's Signal™ Indicators**

Use the Shepard's Signal indicators to quickly and easily determine the level of scrutiny to apply to your case.

**WARNING: Negative treatment indicated**
- There is strong negative treatment of your case (e.g., Overruled by or Reversed).

**QUESTIONED: Validity questioned by citing references**
- There is treatment questioning the precedential value of your case (e.g., Questioned by).

**CAUTION: Possible negative treatment**
- There is negative treatment impacting your case (e.g., Distinguished by or Criticized by).

**POSITIVE: Positive treatment is indicated**
- There is only positive treatment available for your case (e.g., Followed by or Affirmed).

**NEUTRAL: Citing references with treatment is available**
- There is treatment available for your case that is not positive or negative (e.g., Explained by)

**CITED BY: Citation information is available**
- There are citing references available for your case without treatment (e.g., Cited by)

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**Using a Shepard's Report:**

**Performing a Validation Check**
To determine if your case is “Good Law” you must view the negative treatment in your case’s Subsequent Appellate History and Citing Decisions.

- Sign on with your ID and Password at www.lexisnexis.com/lawschool
- Click the Research System Tab link on the right to access LexisNexis.
- Click the Shepard's® tab at the top of the page.
- Type 800 F.2d 111 in the Enter the Citation to be Checked form.
- Click the red Check button.
- Click the blue All Neg link at the top middle of the Shepard's report to display only the negative treatment.

The Subsequent Appellate History lists your case’s direct appellate history and the Citing Decisions lists the cases analyzing your case.

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**Find Additional Supporting Primary Authority**
Through Shepard's you can retrieve all the cases that support your case with positive treatment and search those cases for similar facts or topics.

- Click the Shepard's® tab at the top of the page.
- Type 390 U.S. 629 in the Enter the Citation to be Checked form.
- Click the red Check button.
- Click the blue All Pos link at the top middle of the Shepard's report to display only the positive treatment.
- Use the blue FOCUS™-Restrict By link to search through the positive treatment for cases with similar facts or headnote topics.

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**Find Additional Supporting Law Reviews and Other Secondary Authority**
Through Shepard's you can retrieve all the law review articles citing your case and search those articles for similar facts or topics.

- Click the Shepard's® tab at the top of the page.
- Type 390 U.S. 629 in the Enter the Citation to be Checked form.
- Click the red Check button.
- Click the blue FOCUS™-Restrict By link to customize your Shepard's report.
- Scroll down under Jurisdiction and check the box for Law Reviews under Others.
- Click the red Apply button to see all the law review articles citing your case.
- Use the blue FOCUS™-Restrict By link to search through the law review articles for similar facts or topics.
**Shepardizing only on the LexisNexis® services**

**Shepardizing™ Statutes**
When you Shepardize a statute you get more than just citing references—you also get the statute’s direct legislative history.

- Click the Shepard’s tab at the top of the page.
- Type 18 U.S.C. 2234 in the Enter the Citation to be Checked form and click the red Check button.
- Select the link for Exact match from the report list.

If you need the Citing References for a specific subsection, select the appropriate report from the report list. If no report exists for your subsection then there are no references.

**Reading a Shepard’s Report:**

**Shepard’s Summary**

- **What is it?**—A snapshot of the Shepard’s report providing easy access to the most relevant citing decisions.
- **Why use it?**—Quickly see how your case was analyzed and how many cases you must review for each treatment.

The Shepard’s Summary helps you to quickly identify Splits in Authority by displaying both positive and negative treatment in one place.

**Citing References**

- **Prior History**—the direct treatment of your case from the trial court to the present case.
- **Subsequent Appellate History**—the direct treatment of your case from the present case moving forward through the appellate process.
- **Citing Decisions**—the indirect treatment of your case through analysis by other cases.
- **Other Sources**—the indirect treatment of your case by secondary sources and statutes citing your case.

**Navigation Tools**

1. **Total Cites**—total number of cases and secondary sources citing your case (changes based on report restrictions).
2. **Shepard’s Signal**—alerts you to the level of scrutiny you must apply to your case.
3. **All Neg**—displays only citing decisions with negative treatment.
4. **All Pos**—displays only citing decisions with positive treatment.
5. **FOCUS™—Restrict By**—allows you to customize your Shepard’s report by treatment, jurisdiction, headnote, date and search terms.
6. **Unrestricted**—clears all restrictions you have placed on the Shepard’s report and returns you to the original FULL report.
7. **View KWIC™**—displays only the citing decisions with substantive treatment.
8. **View FULL**—displays all citing decisions.
9. **Navigation Bar**—allows you to move through the Shepard’s report quickly by Jurisdiction, treatment, date or headnote.
10. **Legend**—displays the Shepard’s signals and their explanations.
Narrowing your Shepard's Results:

Use the FOCUS™-Restrict By link to add custom restrictions, choose a different LexisNexis® Headnote or add FOCUS terms.

While viewing a Shepard's report, click the FOCUS™-Restrict By link at the top of your screen. Then, in the Type field, select from the following options:

- **Analysis:** Restrict results to certain editorial treatments.
- **Focus:** Search for particular points of law or fact patterns within citing references.
- **Jurisdictions:** Restrict results to citing references from certain jurisdictions.
- **Headnotes:** Restrict results to certain headnotes.
- **Date:** Restrict results to citing references within a date range.

Indicate your restrictions by clicking the appropriate check boxes and/or enter your FOCUS terms, then click the red Apply button.

Document Delivery of Shepard's Reports

You can select a document delivery option for your Shepard's report from the six icons displayed at the top-right corner of your screen. Simply click on the appropriate icon and follow the instructions on your screen.
LexisNexis Headnotes in your Shepard's Report

LexisNexis headnotes from your case are matched to text in the report’s citing cases. Results are included in the Shepard's Summary box.

While viewing a case, you may come across a LexisNexis headnote that has particular relevance to your issue. Click the Shepardize Restrict by Headnote link to Shepardize the case on your screen and automatically restrict the results to the LexisNexis headnotes you are viewing.

- Click HN16(n) to view the n citing cases from the Shepard's report that discuss the subject of Headnote 16.
- Click Show full text of headnotes to review the full-text LexisNexis headnotes from your target case.

LexisNexis® Get & Print

Retrieve and deliver multiple Shepard's reports to your printer or browser.

There are three ways to access Get & Print:

1. Go to the LexisNexis® Law School home page (www.lexisnexis.com/lawschool) and click the Get & Print link on the right side of the page, enter relevant information and click the red Get button.

2. While researching on LexisNexis, click either the Shepard's or Get a Document tab. Then, click the Get & Print link, enter relevant information and click the red Get button.

3. Go to www.lexis.com/getandprint, enter relevant information on the Get & Print form and click the red Get button.

www.lexisnexis.com/lawschool