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Welcome to Casetext! Congratulations on joining thousands of attorneys who use Casetext to research their legal issues quickly and effectively.

Our core motto is “Researcher First.” We have developed advanced technologies to help you conduct legal research and find authorities that you could not find using traditional legal research methods. Those tools include:

- Our Parallel Search engine, which uses advanced A.I. technology to find cases on your topic, even if the cases do not use any of the words that you used in your search query;
- Our Compose brief automation software, which eliminates much of the typical work required to research and draft a high-quality brief;
- Our CARA A.I. search engine, which finds cases that match the legal and factual issues in your brief;
- Our AllSearch software, which allows you to create your own databases and use our proprietary neural net technology to search e-discovery productions, witness transcripts, prior art, and more;
- Our “Similar Issues” tool, which lets you select any paragraph in a case and generate a list of all cases discussing similar issues.

This guide provides step-by-step instructions for using Casetext’s advanced tools to conduct legal research and complete other litigation-related tasks. However, if you still need assistance, please contact our user support team. We have reference attorneys and product specialists available seven days a week to help you.1

We look forward to assisting you with your legal research!

Best regards,

Valerie McConnell, Esq.
Vice-President, Casetext Customer Success

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1 Our customer support team is available from 7 am to 10 pm Eastern, Monday through Friday, and from 8 am to 5 pm Eastern, Saturday and Sunday. You can reach us by email at support@casetext.com, by telephone at (833) 227-3898, and by live chat on our website.
CHAPTER 1: HOW TO SEARCH ON Casetext

You can start researching from Casetext’s home page (www.casetext.com) as soon as you log in. There are three ways of searching on Casetext: (1) Parallel Search, which uses breakthroughs in neural net technology to find cases on your concept, (2) traditional keyword searching, and (3) our CARA. A.I. search, which allows you to upload a document relating to your legal research issue and use the context from that document to find relevant cases.

Parallel Search

Parallel Search applies A.I. technology, trained on the law, to help you find cases that you may miss using traditional search technology. Unlike traditional keyword searching, which generates results based on the words you use in your search, Parallel Search understands synonyms and relationships between words. This technology enables you to find cases on your topic, even if the cases do not use any of the words that you used to describe your topic.

You can use Parallel Search to research any legal issue. However, Parallel Search is especially useful if you are having trouble finding relevant cases with a traditional keyword search, or if you want to argue by analogy.

To launch Parallel Search, type a full sentence into the search bar on the Casetext homepage (www.casetext.com) and then click on the magnifying glass:
Tips for Your Parallel Search Query

- Do not use Boolean operators with your Parallel Search query. Type in a regular sentence that describes your legal research issue.
- For optimal results, we recommend typing in a declarative sentence, rather than a question.
- Query length has some impact on the length of results returned. A short phrase can return sub-optimal results. Conversely, a long paragraph can also return sub-optimal results. For best results, we recommend using a sentence between 5 and 30 words in length.
- To force certain words to appear in the search results, put quotation marks (""") around up to four words.
- You can apply filters to further narrow your results. Please see the section entitled, “Filtering Your Parallel Search or KeyWord Search Results” to learn more about our filters.

Parallel Search: Example Query

In this example, we have entered the Parallel Search string, “An employee who burns themselves on equipment can recover from their employer.” The jurisdiction has been set to only search California state law.

When we run the search, we are directed to the results page below, which tells us that Parallel Search has found 23 cases based on the search string.
Each search result includes an excerpt from the case with a sentence highlighted in blue that the system finds most relevant to your search query.

As demonstrated in the search results below, the Parallel Search tool took our very specific query where an employee was burned on work equipment and found cases that deal with different fact patterns but the same overarching issue—workers getting injured on the job. In *Graham v. Hopkins*, the court discusses recovery for an employee’s injuries in the context of a power press injury. In *Walters v. Sloan*, the court discusses the ability of highway workers to recover damages when struck by passing vehicles while working. Neither of these cases deal with an employee being burned on work equipment, but they provide insight into how California courts deal with on-the-job injury.

---

**Graham v. Hopkins**


...Charles Lee Graham (plaintiff) appeals after the trial court, sitting as fact finder, concluded that the machine which caused injury to plaintiff was not a "power press" within the meaning of Labor Code section 4558. That section creates an exception to the exclusive remedy provision of the workers' compensation system. (§ 3602; Bingham v. CTS Corp. (1991) 231 Cal.App.3d 56, 61 [282 Cal.Rptr. 161].) It permits a worker to sue his employer when the worker is injured by a "power press" which is operated without a point of operation guard. We affirm the trial court judgment....
Keyword Search

Keyword searching generates results based on the words you use in your search. If your search terms do not appear in a case, you will not see that case in your search results.

To conduct a keyword search, enter the case title, citation or keywords you want into the search bar in the middle of the Casetext homepage and then click on the magnifying glass to initiate your search:

How to Use Boolean Operators

With a keyword search, you can use Boolean operators with your search terms to provide specific instructions regarding the authorities you want to find. The following chart lists the Boolean operators supported by Casetext and when to use these techniques:
<table>
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<th>Boolean operator</th>
<th>When to use it</th>
<th>Example</th>
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<tbody>
<tr>
<td>AND</td>
<td>When you want both terms to appear in a case</td>
<td>fraud AND damages</td>
</tr>
<tr>
<td>OR</td>
<td>When you want either term to appear in a case</td>
<td>car OR automobile</td>
</tr>
<tr>
<td>NOT</td>
<td>To exclude a term from your results</td>
<td>infringement NOT patent</td>
</tr>
<tr>
<td>&quot; &quot;</td>
<td>To look for an exact word or specific phrase</td>
<td>“due diligence”</td>
</tr>
<tr>
<td>( )</td>
<td>To indicate which words should be grouped together</td>
<td>appeal AND (verdict OR judgment)</td>
</tr>
<tr>
<td>*</td>
<td>A wildcard letter (to look for different variations of words)</td>
<td>withdr*w</td>
</tr>
<tr>
<td>!</td>
<td>Root expander (to look for different variations of words)</td>
<td>Infring!</td>
</tr>
<tr>
<td>/n</td>
<td>To look for terms within a specific number (n= number) of words of each other</td>
<td>Investor /5 diligence</td>
</tr>
<tr>
<td>/s</td>
<td>To look for terms within the same sentence as each other</td>
<td>Fees /s reasonable</td>
</tr>
<tr>
<td>/p</td>
<td>To look for terms within the same paragraph as each other</td>
<td>Fees /p reasonable</td>
</tr>
</tbody>
</table>

**How to Exclude Irrelevant Words**

You can use the Boolean technique “NOT” to exclude cases containing particular words. To do this, put parentheses around the words that you want to include in your search results. Then, place NOT and the word you want to exclude after the parentheses. Make sure that you type “NOT” and the word you want to exclude at the end of your search string.

For example, if you wanted to find cases that discuss minimum wage payments for employees who work split shifts, but do not want cases discussing overtime payment, you can run the following search:
To exclude multiple terms, place a NOT in front of each term you wish to exclude.

For example, if you wanted to find cases that discuss minimum wage payments for employees who work split shifts, but do not want cases discussing overtime payments or employees who work “on call,” you can run the following search:

("split shift" and “minimum wage”) NOT overtime NOT “on call”

General Keyword Search Recommendations

- Don’t try to explain your entire case in a single search - Try to focus on one legal question at a time. (As a rule of thumb, if you are using more than 10 words in the keyword search bar, that is probably too many). You can add details regarding the parties, motion at issue, and cause of action of your case by applying filters after you run your search. Our filters are discussed later in this chapter.

- Don’t use a lot of generic terms - Certain words appear so often in court opinions that it is impossible to use those words, by themselves, to find anything relevant. For example, a keyword search for a generic term like "motion" will not help you. The word "motion" appears millions of times in court opinions, making it difficult for you to sort through all those cases to find what you need. Likewise, just searching for the words plaintiff, defendant, party, court, or file will return a lot of irrelevant results.

- Do use legal phrases - You can use quotes to look for a specific phrase. For example, instead of just searching for "motion" (which is too generic), you could search for "motion for reconsideration" through your search results. Putting "motion for reconsideration" in quotes tells our database to look for that motion specifically and not other types of irrelevant motions. However, you only want to search for exact phrases (in quotes) if you are reasonably certain that these phrases actually appear in court opinions. Otherwise, your search will return zero results.
• Do use the root expander: You can use the exclamation point (!) to tell our database that you want to look for all variations of a word. Root expanders are commonly used with verbs so that your search captures the past, present, and future tense of a verb. For example, if I want to find cases on witness impeachment, and I just type in impeachment, I'm limited to cases that just mention that word. I miss seeing cases that use different verb tenses (impeached, impeaching, impeach, etc.). But by searching for impeach! I see the cases that discuss impeachment, impeached, impeaching, etc., which yields a much more complete universe of cases.

• Do use proximity connectors: Proximity connectors (/n, /s, and /p) tell our database that you want to see cases containing words within a specified distance of one another. This is especially helpful if you want to find cases involving specific outcomes or events. For example, if I want to find cases where a motion for reconsideration was granted, I could search for "motion for reconsideration" /s granted, which will return cases mentioning the exact phrase “motion for reconsideration” within the same sentence as the word "granted."

• Don’t start with a restrictive search: If you want to use proximity connectors, we recommend starting with a broad connector (like /p for the same paragraph) first. If your search using a broad connector returns a lot of results, you can then narrow those results by using our filters (described below), or by replacing the /p with a narrower connector (like /s, for same sentence). You can always narrow your results, but if you start with a very restrictive search, you miss out on seeing potentially helpful cases and additional avenues for your research.

Keyword Search: Example Query
The below example shows the keyword search (“employment discrimination” /p pregnant!) NOT salary. This search will show results that include the phrase “employment discrimination” in the same paragraph as variations on the word pregnant (i.e., pregnant, pregnancy, pregnancies) and will exclude results that include the word salary.
The results page for this search shows excerpts from each case with our keywords highlighted in blue.

Filtering Your Parallel Search or Keyword Search Results

Casetext offers a variety of filters to help you narrow your search results and find cases on your specific legal research topic. You can use these filters with either a keyword or Parallel Search:
• **Jurisdiction filter:** The default setting is to show you cases from any state or federal jurisdiction. But you can restrict your results to specific state or federal courts. Please refer to the Help Center article available [here](#) to set your jurisdiction filter.

• **Publication filter:** The default setting is to show you both published and unpublished cases. However, you can choose to hide the unpublished cases by following the instructions available [here](#). For California cases, please note that hiding unpublished cases means that you will hide those cases that have been depublished or designated as not intended for publication pursuant to California Rules of Court, rule 8.1115(a).

• **Motion filter:** You can restrict your results to cases involving one of the following motion types: (1) a motion to dismiss, (2) a motion for summary judgment, or (3) a motion to compel discovery. (If your research does not involve one of these types of motions, you should leave this filter blank; your search results will display cases involving all types of motions). Please refer to the Help Center article available [here](#) to set your motion filter.

• **Cause of action filter:** You can restrict your results to those cases that involve a specific type of cause of action or claim. Instructions for setting your cause of action filter are available [here](#).

• **Date:** The default setting is to show you cases decided at any time, but you can restrict your results to cases that were decided within a specified range of years. Instructions for setting your date filter are available [here](#).

• **Party / Industry:** You can narrow the cases in your search results to those cases that involve a specific type of party or industry. Instructions for setting your party filter are available [here](#).

• **Search within:** You can also search within your Parallel Search or keyword search results for a specific word or phrase. Instructions for using the “search within” function are provided [here](#).
Upload a Document to Find Cases (CARA A.I.)

Our “CARA A.I.” brief analyzer allows you to upload a document relating to your case or research issue to find relevant cases. CARA will analyze the factual and legal context from your document, including any legal citations and any mention of your jurisdiction, and use that context to find cases on the issue that you are researching.

CARA A.I. works with the following file types:
- Word
- PDF (both text recognizable [OCR] and non-text recognizable)
- TXT
- Word Perfect

Do I need a finished legal document to use CARA? You can upload a document at any stage of the drafting process, but the more comprehensive and complete your document is, the more tailored your results will be. However, the uploaded document does not have to include case citations or any other legal citations. Examples of documents that you can use with CARA include, but are not limited to, complaints, briefs, motions, and legal memoranda.

Please note that Casetext does not save any uploaded documents. All uploaded documents are deleted as soon as CARA A.I. is done processing the document.

How to Run a CARA Search: Example

To begin a CARA search, first select “Search with a document” from the left panel on Casetext’s Home page.
Then, simply drag and drop the document into the platform or upload it directly from your computer.

CARA will then scan your document, analyzing any legal citations, fact patterns, relevant language, and/or other signals to find authorities that are most relevant to the issues discussed in your document.

After CARA analyzes your document, you will see a dialog box, asking if you want to focus your results on a specific term or legal issue. Because documents often discuss multiple issues, CARA works best if you choose a specific issue that you want CARA to
focus on. You can choose an issue from CARA’s list of “suggested issues,” or type in a different issue into the search bar. However, if you want to see the authorities that CARA returns for all issues in your document, select “all suggested cases:”

What issue or fact do you want CARA A.I. to focus on?

Enter an issue or fact...

SUGGESTED ISSUES

incorporation by reference

law of the place

arbitration clause

bonding company

mutual assent

OTHER OPTIONS

All suggested cases

You will then be taken to the CARA A.I. results page, which shows you the cases that are most relevant to the factual and legal issues in your document. The cases will be ranked by CARA’s algorithm by relevance to your document’s context, with the most relevant cases appearing on the first page of your search results.
See Cases that Your Brief Left Out

By default, your CARA A.I. search results will include all cases that are relevant to the factual and legal context of your document. This means your search results list will include cases that are already cited in your uploaded document, as well as new cases found by CARA found that are not cited in your document. To view only those new cases that were not cited in your document, click on "CARA filters" under the search bar. That will cause a menu to appear, where you can check the box next to "Hide cited authorities." After you check that box, click the blue "Apply" button at the bottom of the menu:

You will now only see those cases recommended by CARA, which your document does not already cite. This is a good way to check to see whether your brief has omitted a relevant case, or whether opposing counsel's brief has overlooked a relevant case.
Cite-Check Your Brief

You can check to see if any cases cited in your brief have received negative treatment by using Casetext’s "Cite-check a brief" tool.

To launch this tool: Click on the "Cite-check a brief" option that appears on the left side of the Casetext homepage:

Clicking that button will take you to a new page, showing a dialog box, where you can drag and drop the icon of your document. In lieu of dragging and dropping your document, you can click on the link that says "choose a document to upload" to upload your document from a folder or drive on your computer. This tool works with PDF files, Word documents, and text (txt) files.
Our system will then generate your "Brief Binder," which will list the cases cited in your document and will use flags to indicate whether any of the cases cited in your document have received negative treatment:

If a case cited in your brief has been reversed, overruled, or received other direct negative treatment, that case will be marked with a red flag, as shown below:
If a case cited in your brief has been distinguished by other courts, or cited by other courts using a contrary citation signal (like but see, but cf., and contra), that case will be marked with a yellow flag, as shown below:

**SMARTCITE REPORT**
for judge's order.pdf

- **2 CITED CASES WITH NEGATIVE HISTORY OR TREATMENT**
- **18 CITED CASES WITH CAUTIONARY TREATMENT**
- **3 CITED CASES THAT RELY ON A CASE WITH NEGATIVE HISTORY OR TREATMENT**

<table>
<thead>
<tr>
<th>CITED IN BRIEF</th>
<th>HOSTILE SUBSEQUENT AUTHORITY</th>
</tr>
</thead>
</table>
| **Salinger v. Random House, Inc.**
811 F.2d 90 (2d Cir. 1987) | **SUPERSEDED BY STATUTE AS NOTED BY**
**Authors Guild v. Google, Inc.**
804 F.3d 202 (2d Cir. 2015) |

If a case cited in your brief relies heavily on another case that has been reversed or overruled, that case will be marked with an orange flag, as shown below:

- **American Geophysical Union v. Texaco Inc.**
60 F.3d 913 (2d Cir. 1994)

- **DISTINGUISHED BY N.D. TEX. IN 2013**
**Am. Inst. of Physics v. Winstead PC**

- **CITED IN CONTRADICTION BY**
**Princeton University Press v. Michigan Document Services, Inc.**
99 F.3d 1381 (6th Cir. 1996)
To learn more about the flag on a case, please visit the case page by clicking on the blue hyperlinked case title. The case page will display a legend beneath the case title that explains the negative treatment your case received and also includes links to the cases that overruled, reversed, or otherwise negatively treated your case:

**Salinger v. Random House, Inc.**

Additional information regarding Casetext's SmartCite citator is provided in Chapter 2 of this guide, in the section entitled, “SmartCite Citator.”
CHAPTER 2: CASE PAGE FEATURES

The case page contains several tools and features that enable you to understand how your case has been treated and cited by other cases. It also contains links to analyses, briefs, judge-written summaries, and other avenues for further research.

“Show Similar Issues” Tool

If you find a paragraph in a case that is relevant to the legal issue you are researching, you can quickly find other cases on the same topic by using the "Show Similar Issues" tool. This tool gives you the ability to turn any paragraph in a case into a natural language search query, which will initiate a search to find other cases addressing the issues covered in that paragraph. To use this tool, follow these steps:

(1) Place your cursor over the paragraph in the case that contains legal or factual issues that you want to find in other cases. A [+] symbol will appear to the right of the paragraph.

(2) Move your cursor over to the [+] symbol. This will cause the entire paragraph to highlight.
3. Click on the [+] symbol. This will pull up a list of other cases that have paragraphs discussing similar legal and factual issues to the paragraph you are currently viewing.

The "similar issues" function is a useful way to find multiple cases on the same topic for inclusion in a string citation. It is also a quick way to see how a legal issue has been addressed by multiple cases and courts.

Summaries written by judges

Casetext collects summaries of a case written by judges in other cases and displays them in the "Summaries Written by Judges" window below the case name. Each summary contains a hyperlink to the case that provided the summary.
As shown in the example below, *Harris v. City of Santa Monica* was summarized in *Brewer v. Leprino Foods Co.*, No. 19-16007 (9th Cir. Aug. 11, 2020) for the following proposition: the “Fair Employment and Housing Act ‘does not purport to outlaw discriminatory thoughts, beliefs, or stray remarks that are unconnected to employment decisionmaking.’”

**Attorney Analyses**

Under the “Attorney Analyses” tab of a case page, you can find news articles written by attorneys, law firms, and judges about a case. Analyses are a great way to understand how a case has been applied and characterized by the courts, judges, and practicing attorneys.
You can access analyses regarding a case by clicking on the “Attorney Analyses” tab, which will take you to a separate window where you can view and search through different analyses of your case.
Citing Briefs

Casetext offers hundreds of thousands of briefs publicly filed in federal district courts (from all federal jurisdictions), as well as appellate court briefs filed in California and New York. You can access briefs citing the case you are reading by clicking on the “Citing Briefs” tab, which will take you to a separate window where you can view and search through different briefs citing your case.
Citing Cases

Casetext lists all the cases that have cited the case you are reading in the "citing cases" tab. That tab is found just below the case title. You can also access the "citing cases" from the window that appears again below the case name, as indicated in the image below:
When you click on the "citing cases" tab, you'll be taken to a page that lists all the cases that cite to the case you were just reading. On that page, you can filter the citing cases by jurisdiction, motion type, cause of action, party types, and date. You can also search through the citing cases for specific words or phrases by typing those search terms in the "search within" bar.
Holding that the trial court prejudicially erred in instructing the jury with the former versions of CACI Nos. 2430, 2500, 2505, and 2507 because the proper standard of causation in a FEHA discrimination or retaliation claim is not a motivating reason," as used in the (former) CACI Instructions, but rather "a substantial motivating reason, as set forth in Harris."

We initially affirmed the judgment, and PMIC filed a petition for review with the Supreme Court. After granting the petition for review and deciding a related issue in Harris v. City of Santa Monica (2013) 56 Cal.4th 203, 250 Cal.Rptr.3d 392, 294 P.3d 49 (Harris), the Supreme Court directed this court to vacate our decision and to reconsider the cause in light of its decision in Harris. In accordance with Harris, we now hold that the trial court prejudicially erred in instructing the jury with the former versions of CACI Nos. 2430, 2500, 2505, and 2507.
Heatmap

The heatmap is a color-coded representation of heavily-cited portions of an opinion. If you click on a colored bubble from the right side of a case, you will be taken to the highlighted portion of the opinion corresponding to that bubble. Each colored bubble represents one of the following:

- **Green**: Clicking on a green bubble takes you to corresponding green highlighted text, which is used to identify a "key passage." A key passage indicates a portion of an opinion that has been cited by multiple cases. If you click on the green highlighted text, this will open a separate window, showing a list of the cases that cited this particular portion of the case that you are reading. You can scroll down to the bottom of that window to filter the cases that cite to that specific key passage.

- **Pink**: Clicking on a pink bubble takes you to corresponding pink highlighted text, which is used to identify language that has been emphasized by other cases (i.e., when a court in another case quotes specific language using italics or the phrase "emphasis added"). If you click on the pink highlighted text, this will open a separate window, showing a list of the cases that have emphasized the language from this particular portion of the case that you are reading. You can scroll down to the bottom of that window to filter the cases that have emphasized this language from the opinion.

- **Purple**: The most cited pages of the opinion are represented by the purple bubbles in the Heatmap. When you place your mouse over a purple bubble, a text box will appear, letting you know that specific page in the case has been cited more than 50 times. If you click the bubble, you are taken to that page in the case.

- **Blue**: this bubble shows you where your search term appears in a case. (Blue will only appear if you are searching for specific words in a case).
Casetext’s citator is called “SmartCite.” SmartCite uses a series of flags to alert you to how your case has been treated on appeal and how it has been cited by other cases.

**Red flags:** A red flag indicates a case that is no longer good law because it has been reversed, overruled, vacated, withdrawn or superseded in whole or in part. When you see a red flag, you can click on that flag to see how your case has been negatively treated on appeal.

As shown in the example below, *United States v. Halper*, 490 U.S. 435 (1989) is no longer good law because the red flag indicates that it was overruled by *Hudson v. United States*, 522 U.S. 93 (1997):
Orange flags: An orange flag is used to identify a case that relies on an earlier case that was overruled or reversed after the date of your case. A case with an orange flag has not been overruled, but because it relies heavily on bad law, there is a high risk that this case may be overruled in the future. An example of a case with an orange flag is provided below. To see why your case has an orange flag, click on the flag, and you'll see the link to the overruled case cited by your case:

![Orange flag example](image)

Yellow flags: A yellow flag indicates that a case has been distinguished by other cases or has been cited by other cases with a contrary citation signal (*But see, but cf., contra*). By clicking on the yellow flag, you can see a list of cases that have cited the case that you are reading as a contrary authority:

![Yellow flag example](image)
Green flags: A green flag indicates that a case was affirmed by an appellate court. When you see a green flag, you can click on it to get a link to the case that affirmed your case on appeal.

As shown in the example below, *Axis, S.p.A. v. Micafil, Inc.*, 681 F. Supp. 1271 (N.D. Ohio 1987) received a green flag because it was affirmed on appeal by the Sixth Circuit:
If a case does not have any flags, is that case good law?

In general, the absence of any flags means that the case was checked by SmartCite and no negative or positive appellate history was found. That case is still considered to be good law, even though there is no record of the case being expressly affirmed on appeal. However, SmartCite does not cover opinions from administrative courts, such as the Board of Immigration Appeals. Cases that are not covered by SmartCite contain text below the title stating, "This case is not covered by Casetext's citator." If a case says that it is not covered by Casetext's SmartCite citator, you should not interpret the absence of red or orange flags to mean that the case is good law.

Tools for Customizing Your Research

Casetext offers a variety of features that enable you to customize your research and easily track cases and other issues that are important to you and your clients. These tools include bookmarks, alerts, our “copy with cite” tool, and our highlighting and notation tools.

Bookmarks

If you have found a case you would like to save for later, you can bookmark it. To bookmark a case, click on the folder icon in the upper left corner of the case page. That will cause a drop-down menu to appear.
You can either create a new folder or add the case to an already saved folder. Once a folder has been selected, the folder icon will turn green to indicate the case has been bookmarked.

Alerts
Casetext allows you to set up alerts on cases, codified laws, and searches that you would like to track so that you can immediately get notifications when there is any change in the law that impacts your research.

Case alerts allow you to receive an email when a subsequent case, brief, or attorney analysis cites the case you are reading. Click the bell icon to activate an alert for the case you are reading. Once clicked, the bell icon will become green to signify that the case is now activated for alerts. You can end alerts for a case or statute by deselecting the alert icon, returning it to its gray, inactive state.
Copy with Cite

Casetext’s copy with cite feature allows you to easily save a quote, complete with the citation and the pin cite, from a case.
To use this feature, use your cursor to highlight the passage you wish to copy. Doing that will cause a menu of options to appear. Then, select the copy with citation option you want. You can either choose to copy the citation or copy as a parenthetical citation.

Selecting either “copy with citation” or “copy as parenthetical citation” will copy the text of the opinion and citation to your computer’s clipboard. You can then paste that text and citation into your document.

The “copy with citation” option appears as:

“In the implementation of such decisions, it is abundantly clear that Title VII tolerates no racial discrimination, subtle or otherwise.” McDonnell Douglas Corp. v. Green, 411 U.S. 792, 801 (1973)

The “copy as parenthetical citation” option appears as:

McDonnell Douglas Corp. v. Green, 411 U.S. 792, 801 (1973) (“In the implementation of such decisions, it is abundantly clear that Title VII tolerates no racial discrimination, subtle or otherwise.”)

The default citation format is the Bluebook format, but you can switch to the California style of citation. To switch citation formats, click on the “Citation format” option that appears at the bottom of the menu that appears when you highlight text in an opinion.

Highlighting and Notes

If there is text within a case that you want to reference later, you can use the highlight feature. To use this feature, highlight the text on the page that you wish to save and a menu will appear. Select Highlight from the menu and the text will turn yellow.
Your highlighted text will also be noted in that case’s “heatmap” so you can easily locate and jump to it later on.

To add a note to the text you've highlighted, click anywhere within the yellow highlighted text and select “Add Note” from the menu. A box will appear to the right of the text. When you are done writing your note, click out of the box, and the box will shrink and your note will automatically save.
Statutes, Regulations, and Rules

Casetext offers federal statutes, regulations, and rules, as well as statutes, regulations, and rules from all 50 states, the District of Columbia, and Puerto Rico.

You can search for statutes, regulations, and rules in five different ways: (1) by pulling up the codified law by citation, (2) by running a keyword search, (3) by running a Parallel Search, (4) by browsing Casetext’s database of statutes, regulations, and rules, or (5) by conducting a CARA A.I. search.

Finding codified law by citation or name: If you know the name or citation of a specific statute, regulation or rule that you want to look up, you can enter that into the keyword search bar to access that statute directly. Click on the suggested statute in the drop-down suggestion menu:

By entering keyword search terms: You can also use keyword search to find statutes, regulations, or rules. After entering your keyword and running your search, select "Statutes" from the result types on the left side of the screen. You can also select "Regulations" or "Rules."
By running a Parallel Search: You can also use Parallel Search to find statutes, regulations, or rules. Type in a full sentence describing your issue on the Casetext homepage. Then, select "Statutes," "Regulations" or "Rules" from the left side of the screen.
By using the “browse” function: You can also browse Casetext’s database of statutes, codes and regulations by clicking on the “browse” icon.

This will take you to our codified law library, where you can browse statutes, codes and regulations by clicking on the hyperlink to the state or federal code that you would like to browse:
Codified Law Annotations

Casetext offers annotations for federal and state statutes, regulations, and rules to help you understand how these authorities have been interpreted and applied by the courts.

To access annotations, go to the page for the statute, regulation, or rule that you are researching and click on the tab that says "Annotations." This tab is found in the menu bar that appears at the top of your screen, right beneath the statute's citation.

After you click on the "Annotations" tab, you will see two panels: "Key Referencing Passages" and "Cases applying this statute."

Key Referencing Passages are heavily-quoted case passages that discuss your statute. If you enter terms into the search bar on the left side, the list of key referencing passages will be limited to those passages containing your search terms. For example, you can search through the annotations to Cal. Gov. Code § 12900 to find annotations that mention arbitration:
To read a case containing a key passage, click on the case name (which appears in blue, hyperlinked). You will be taken to that case and specifically, to the portion of the case discussing the statute.

Cases Applying the Statute are cases that have analyzed whether your statute applies to, or should be enforced under, a particular set of facts. Please note that the number of cases applying a statute will be smaller than the number of cases that merely cite to a statute. The list of "cases applying the statute" reflects a subset of cases that have analyzed your statute in depth. Next to each case name, you will see a summary describing how the case has applied the statute. These summaries are pulled from judicial opinions.
Briefs

The “Federal briefs” database contains briefs that were publicly filed in federal district court, from any federal district in the country. To access federal briefs containing your search terms, click on the “Federal Briefs” link on the left side of the search results screen.

We also offer briefs, motions, and pleadings filed in California superior court through a partnership with Gavelytics. To access briefs, motions, and pleadings filed in any California county or superior court, click on the “California Briefs by Galveytics” link on the left side of the search results screen:

![Image of search results]

Practice Guides and Forms

Casetext offers access to 90 different practice guides and forms from James Publishing. Since 1981, James Publishing has provided practical law books that are loaded with time-saving motions and pleadings, client letters, and step-by-step procedural checklists, pattern arguments, model questions, pitfalls to avoid, and practice tips.

A complete list of the practice guides available through Casetext is in our Help Center. See “Does Casetext offer practice guides or forms?” available at: https://help.casetext.com/en/articles/6246062-does-casetext-offer-practice-guides-or-forms.
Holdings

Casetext’s “Holdings” database is a searchable database of judicial summaries, allowing you to view case holdings and statements about cases written by judges in published opinions. This is a great place to begin your research, especially if you are researching an unfamiliar area of law and want to get a sense as to how courts have approached your issue.

This database can be accessed from a keyword or CARA A.I. search, via the menu on the left side of the search results screen.

When you search within the holdings database, you will see:

- Text from a later opinion summarizing a case. The text of the holding will match your keyword search.
- A link to the case being summarized

Black Letter Law

This database is a collection of judicial articulations of “black letter” legal principles. You can use this section to find succinct statements of well-established or well-settled legal issues. You can access Black Letter Law via the menu from the left side of your results screen.
The Analyses database is a collection of substantive analysis and commentary from practicing attorneys. There are two ways to access analyses:

- Through a search - which will take you to analyses that pertain to your search terms
- On a case page - where you will find analyses that cite to the case you are viewing

To access analyses from your search results: Click on the "Analyses" link on the left side of the search results screen:
Administrative materials

Casetext offers decisions from the following federal agencies and tribunals:

- Board of Immigration Appeals (BIA)
- Equal Employment Opportunity Commission (EEOC)
- The National Labor Relations Board (NLRB) [published and unpublished board decisions, ALJ decisions]
- Patent Trial and Appeal Board (PTAB)
- Trademark Trial and Appeal Board (TTAB)
- U.S. Tax Court

When you run a search, you can access administrative content via the menu on the left side of the screen:
... employee medical insurance, life and accidental death insurance, vacations, holidays, pension program, and money for suggestions. There can be no question that Respondent considered the Christmas...

... Union. In Nello Pistoressi & Son, Inc. (S & D Trucking Co., Inc.), 203 NLRB 905 (1973), the Board held Christmas bonuses received for 2 consecutive years to be part of the wage structure, and a term...

... part-time production and maintenance employees including shipping and receiving employees, quality control and truckdriver employees employed by the Respondent.

Hence, in affirming the Administrative...

Rock-Tenn Co.

... inform the Union that we will honor our bargaining obligations. WE WILL reen our
Chapter 4: Use A.I. to Draft Your Brief

Our Compose brief automation software is designed to eliminate much of the typical work required to draft a brief in support of, or in opposition to, a motion. Each brief automation in Compose includes an expansive list of arguments and legal standards with supporting authorities, tailored to your jurisdiction and position.

Step-by-Step Guide for Drafting Your Brief in Compose

You can draft a brief in support of or in opposition to a motion in just a few simple steps using Compose.

Step 1: Start a new brief: When you log into Compose, you will be taken to your Dashboard. The Dashboard shows you all the motions that you have previously started or drafted in Compose under “Your briefs.” All motions that you start in Compose are automatically saved and listed by date, from the most recent to oldest. Click on any of the briefs listed under “Your briefs” to access a brief that you have previously worked on.

To start a new brief, click on the blue “+Start new brief” button that appears at the top of the Dashboard page:
Step 2: Choose the applicable motion from our library of motion templates.

Clicking on the blue “+Start new brief” button will take you to the brief automation library, where you can select a new type of brief to work on. Compose’s brief templates are organized by jurisdiction, type of motion, and practice area:

Step 3: Choose your position.

Indicate whether you are the movant (the party making the motion) or the nonmovant (the party opposing the motion).

Which party do you represent?

I represent the **movant** (I want the motion to be granted)

I represent the **nonmovant** (I oppose the motion)

For California brief templates, you do not need to specify your court. For federal brief templates, you will also be asked to indicate the district court where your case is
proceeding. Select your district court by clicking on the downward arrow next to the appropriate Circuit:

**Which court will this motion be filed in?**

![Select a court...](image)

Morning:
- 1st Circuit
- 2nd Circuit
- 3rd Circuit
- 4th Circuit
- 5th Circuit
- 6th Circuit
- 7th Circuit
- 8th Circuit
- 9th Circuit
- 10th Circuit
- 11th Circuit
- DC Circuit

Step 4: Name the parties.

State the name of the party you represent as well as the opposing party. Use short names for each party. E.g. use Cisco, not Cisco Systems. These short names will be used to generate the title of this brief. When you are done entering the party names, click the blue "Finish Setup" button to move to the next step.

**Party names**

- Short name of the party you represent
  - E.g. Cisco

- Short name of the opposing party
  - E.g. Dr. Smith

Finish Setup
Step 5: Choose your arguments.

You will now be presented with a list of arguments. If you chose "movant," you will see the arguments that you may make in support of your motion. If you chose "nonmovant," you will see the arguments that you may make in opposition to opposing counsel's motion.

You can browse the full list of arguments by scrolling down the page, or you can type keywords into the search bar to search for a particular argument:

The list of arguments provides topic sentences for different arguments to make in support of your motion. The middle panel displays the full sentence in support of each argument under the heading "Argument statement." Click the "Add" button to add that argument to your motion:
Step 6: Choose your standards to support your arguments.

After you add an argument in Step 4, you can choose the legal standards that support your argument. These standards appear in the middle panel under the heading, “Supporting legal standards”:

Cases, statutes, and any other authorities are cited under each standard. To add a standard to your brief, click "Add." To include the cited authorities with the standard in your brief, make sure the checkbox next to each authority is selected:
Step 7: Edit the text of your brief as you would like.

You can edit the text of your brief like a Word document. Use your cursor to select the text that you would like to change and then apply your desired formatting options. The formatting options appear in the menu at the bottom of the brief template, as shown below:
A reasonable accommodation is a modification or other adjustment to the work environment that enables the employee to conduct their essential job functions.

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>This is the “redo” function. Select this option if you want to redo an edit that you just made.</td>
</tr>
<tr>
<td>2</td>
<td>This is the “undo” function. Select this option if you want to undo an edit that you just made.</td>
</tr>
<tr>
<td>3</td>
<td>Select this option to make your text appear in <strong>bold</strong> font.</td>
</tr>
<tr>
<td>4</td>
<td>Select this option to make your text appear in <em>italicized</em> font.</td>
</tr>
<tr>
<td>5</td>
<td>Select this option to make your text appear in “strikethrough” font, as shown here: example</td>
</tr>
<tr>
<td>6</td>
<td>Select this option to make your text appear in <em>underlined</em> font.</td>
</tr>
<tr>
<td>7</td>
<td>Select this option to make your text appear in a block quote.</td>
</tr>
<tr>
<td>8</td>
<td>Select this option if you want to decrease your indent level so that your text appears farther to the left of the page.</td>
</tr>
<tr>
<td>9</td>
<td>Select this option if you want to increase your indent level so that your text appears farther to the right of the page.</td>
</tr>
<tr>
<td>10</td>
<td>Select this option to download your brief as a Word document.</td>
</tr>
</tbody>
</table>

**Step 8:** Find cases to support specific points in your brief.
To find cases to support a sentence in your brief, use your cursor to select the sentence that you want to use as your search query. A magnifying glass icon will appear:

A reasonable accommodation is a modification or other adjustment to the work environment that enables the employee to conduct their essential job functions.

Clicking on the magnifying glass will take you to the Parallel Search engine, which will display cases and legal standards that support your sentence.

For each case in your Parallel Search results, the sentence that is most relevant to your search query is highlighted for you in yellow. If you would like to add the case to your brief, click “add case citation.” Doing so will add the case to your brief, with the relevant sentence included as a parenthetical citation:

Company's Motion for Summary Judgment - FEHA (Employer)

Company satisfied its obligations under FEHA.

Company's efforts to provide reasonable accommodations for Smith's disability satisfied its obligations under FEHA. The cause of action has no merit because the evidence shows that Company offered every reasonable accommodation of which it was aware and could provide without creating an undue hardship. To obtain summary judgment on a claim of failure to accommodate, an employer must establish that: (1) reasonable accommodation was offered and refused, or (2) there was no vacant position within the employer's organization for which the disabled employee was qualified and which the disabled employee was capable of performing with or without accommodation; or (3) the employer did everything in its power to find a reasonable accommodation, but the interactive process broke down because the employee failed to engage in discussions in good faith. Jensen v. Wells Fargo Bank (2000) 85 Cal.App.4th 245, 262-63.

A reasonable accommodation is a modification or other adjustment to the work environment that enables the employee to perform the essential functions of the job. Wills v. Superior Court, 195 Cal.App.4th 143, 166 (Cal. Ct. App. 2011) ("A reasonable accommodation is defined as "a modification or adjustment to the workplace that enables the employee to perform the essential functions of the job.")
What is AllSearch? AllSearch allows you to create your own search engine. It leverages breakthroughs in transformer-based neural nets, a form of A.I., to match your queries by concept instead by keyword.

- Traditional search technology limits your results to only those records that contain the words that you used in your query.
- AllSearch understands synonyms and relationships between words and concepts, allowing you to find records on your topic, even if those records do not contain the words you used in your query. This technology allows you to find records and files that traditional search technology would miss.

What can AllSearch do? You can use AllSearch any time you want to quickly search through a large volume of documents. Some suggested use cases are listed below:

- Expedite e-discovery: Sift through documents faster with concept-based searches
- Efficiently search transcripts: Find the testimony you need, without having to remember and search the exact words used by the witness
- Quickly locate litigation records: Pinpoint the information or documents you need in a pending litigation
- Fast-track contract review: Input a contract term and instantly pull up the same term in other contracts, even if phrased differently
- Accelerate prior art searches: Upload patents and articles and quickly find specific language to help invalidate a patent-in-suit
- Knowledge management: Search for concepts in your firm’s brief bank or other internal document management system

How do you use AllSearch? Creating an AllSearch engine is as simple as drag-and-dropping your documents into the platform; the system does the rest. AllSearch is compatible with PDF, Word, and text files. Your files do not need to
be text-searchable; our system will process your files so that they can be searched. After you upload your files, you can customize your database and indicate who from your firm has access to the files.

Detailed instructions for creating your AllSearch database are provided in the following article in our Help Center, “How do I use AllSearch?” available at: https://help.casetext.com/en/articles/6255920-how-do-i-use-allsearch