ADVANCE YOUR CURRICULUM
ADVANCE YOUR CURRICULUM
WITH BLOOMBERG LAW

INTEGRATED PLATFORM WITH ACCESS TO ALL CONTENT

*Bloomberg Law*® powerfully combines legal research materials, company and market information, and news to give users in academic, commercial, and government settings a comprehensive understanding of the legal issues being researched — including how they impact business interests. Each user has the same unrestricted, unlimited access to all the content in our databases, placing the emphasis on results, not what is necessarily included in a subscription.

PREPARE YOUR STUDENTS FOR PRACTICE

The content and tools available to law schools are exactly the same as those offered to practitioners at firms, corporations, and government agencies. This allows your students to develop research skills using *Bloomberg Law* that translate seamlessly into legal practice. In addition, you can encourage students to use their academic *Bloomberg Law* accounts during their summer employment and for six months after graduation, so they continue to build upon the skills they learned in class.

A FAST START FOR YOU AND YOUR STUDENTS

Members of your law school community can get started on *Bloomberg Law* quickly. Just go to bloomberglaw.com/activate and enter the requested information (with or without an activation code), including your official law school email address. You will quickly receive a verification link by email. Once you click on the link, you will be emailed your username and temporary password.

SUPPORT WHENEVER YOU NEED US

Our Help Desk of legal professionals is available to help answer your legal research questions anytime — 24 hours a day, 7 days a week. Plus, your school’s Relationship Manager can provide training tailored to meet your needs, and the needs of your students. For your Relationship Manager’s contact information, visit the Contact Representatives drop-down menu on your homepage after you log in to *Bloomberg Law*.

To contact our 24/7 Help Desk, call 888.560.2529 or email blawhelp@bna.com

MORE ABOUT THIS GUIDE

The six sections of this guide are designed to highlight how to incorporate *Bloomberg Law* into your legal research and writing classes and curriculum. The guide is divided into two parts: one section for first-year students and one for advanced students.

In each section, you will find information about the resources available on *Bloomberg Law* and specific instructions on how to find and use information on the research platform. The hypotheticals are designed to be inserted directly into your lesson plan making it easy to incorporate for both you and your students.
## TABLE OF CONTENTS

### FIRST-YEAR STUDENTS

- Case Law .................................................................................................................................................................................. 2
- BCite℠ — the Bloomberg Law Citator℠ ................................................................................................................................. 6
- Statutes and Regulations ...................................................................................................................................................... 9
- Secondary Sources and News ........................................................................................................................................... 14

### ADVANCED STUDENTS

- Dockets .................................................................................................................................................................................... 17
- Transactional Drafting ........................................................................................................................................................... 22
**FIRST-YEAR STUDENTS**

The materials in this guide are organized into four modules in a manner consistent with a first-year legal research and writing program. The integrated legal research system that is *Bloomberg Law* links content and features together in logical ways that will help open up new avenues of research from many different sources. Those research materials can then be added into collaboration tools called Workspaces that can be shared with others who are from the same school or organization. This integrated and collaborative model helps users to be more productive and efficient, enabling faculty and students to save and share their work product and classroom assignments.

**GET STARTED WITH CASE LAW**

**WHAT CASE LAW IS ON BLOOMBERG LAW**

*Bloomberg Law* provides an extensive collection of federal and state court opinions. Also, on selected cases, you will find Bloomberg BNA Headnotes written by our attorney-editors who have determined that those cases are critically important in specific practice areas. You also have easy access to the secondary sources that cite a case through the Citing Documents tab above the opinion text.

**WHERE TO ACCESS OPINIONS**

*Bloomberg Law* offers a number of ways to access case law:

- **<GO> Bar:** In the text-entry box in the orange banner, begin by entering a citation, party names separated by *and*, or keywords with search operators. As you type, cases related to what you enter may appear under the Most Cited Court Opinions category in the drop-down list. If the case you want is not there, choose Citation Search, Court Opinions by Case Name, or All Legal Content from the list. You can pull up multiple cases simply by separating citations with semicolons.
  - The system runs an All Legal Content search if you type keywords into the <GO> Bar and hit *Enter* on your keyboard. After running the search, you can narrow your results by content type and filters such as Court. For court opinions, you also can sort your results by relevance, citation frequency, or court authority.

- **Search & Browse Menu:**
  - Specialized Court Opinion Search: Under the Specialized Searches heading, choose Court Opinions. Select the specific courts (sources) to search and enter keywords and fielded search criteria (such as Party Name and Judge).
  - All Legal Content Search: Under the Search heading, click All Legal Content. Search court opinions and other legal sources using keywords with search operators.

- **Litigation & Dockets Menu:** Under the Litigation heading, click Search Court Opinions. This is another quick way to access the specialized Court Opinion Search.

- **Practice Centers Menu:** Click on any of the Practice Centers to immediately find materials tailored to areas of law and organized by attorneys. Access practice area-specific court opinions through the resources navigation bar and through the practice area-focused search interface. The Practice Centers are intended to be a one-stop source for practice area-specific legal research, from case law to secondary sources, including current awareness articles.

- **Your Homepage:** Select the Court Opinions link in the Getting Started section of your default homepage to access the Court Opinion Search.
HOW TO RESEARCH CASE LAW

Using the <GO> Bar to Retrieve Cases

• Most Cited Court Opinions

  — HYPOTHETICAL: One of your professors is focused on the seminal campaign finance case, Citizens United v. Federal Election Commission, 558 U.S. 310, 130 S. Ct. 876, 175 L. Ed. 2d 753, 187 LRRM 2961, 2010 BL 15350 (2010). Although you read it in the book, you do not understand completely what you just read. Your professor has a reputation for randomly calling on students to answer questions, so you want to make sure you are fully prepared.

  — Start entering Citizens United and when the case appears under the Most Cited Court Opinions category on the drop-down list, select it.

    » NOTE: The Most Cited Court Opinions category contains entries that are “most cited.” When there are no applicable court opinions, the category will not appear in the drop-down list.

• Citation Search >>> 558 U.S. 310

  — Enter 558 U.S. 310 in the <GO> Bar and select Citation Search from the drop-down list. For important cases like this one, you also can enter the citation and access the case through the Most Cited Court Opinions category.

    » NOTE: Your citation entry does not have to be the first page for a specific case or include the correct capitalization or punctuation.
• Court Opinions by Case Name >>> **Citizens United v. Federal Election Commission**
  — HYPOTHETICAL: Your professor mentions a case, **Citizens United v. Federal Election Commission**, during his lecture. You want to pull up the case to read more about it, but you do not have the citation.
  — Enter **Citizens United and Federal Election Commission** in the <GO> Bar and click **Court Opinions by Case Name**.
    » Your search returns a handful of results. The case you want to open is the United States Supreme Court opinion from 2010.

• Court Opinions Within All Legal Content >>> **(federal election! n/20 “First Amendment”) n/100 “soft money”**
  — Compose a legal search with search connectors also known as Boolean search logic. To see the full list of legal search operators when searching in All Legal Content or Specialized Searches (other than the News Search), click on the **Search Help** link next to the Keywords field and then click the **More** link on the bottom right. This list also is accessible through the **Help** Center on the top right of the screen (in the black banner). After opening the Help Center, click **Search and Browse** from the list on the left, then choose **Bloomberg Legal Search Help**.
  — EXAMPLE: Type **(federal election! n/20 “First Amendment”) n/100 “soft money”** into the <GO> Bar and click **All Legal Content** (or **Enter** on your keyboard).

• Narrow your search results on the results list by using **filters**, including Content Type. After selecting the **Court Opinions** filter, you can choose one or more filters such as:
  — Federal Circuit
  — Court
  — Topic
  — Judge

• EXAMPLE: Choose **Elections & Politics** from the Topic list in the left column of your screen. This provides you with a more specific list of results to find the case for which you are looking.
  — Make your search even more targeted by editing your keywords and date selection directly from the results list.

### Using the Search & Browse Menu to Retrieve Cases

• **Search & Browse > Specialized Searches > Court Opinions >>> “Bipartisan Campaign Reform Act” n/20 203**
  — HYPOTHETICAL: Your professor mentions that in 2010, the Supreme Court ruled that Section 203 of the Bipartisan Campaign Reform Act, barring corporations from making certain expenditures advocating for the election or defeat of certain candidates in federal elections, is unconstitutional. You need to find the Supreme Court opinion containing that ruling.
   » Within the **Search & Browse** menu, choose **Court Opinions** from under the **Specialized Searches** heading.
   » Navigate through the source tree to select courts or specific jurisdictions. If you do not select a source, all courts are searched.
   » Click the plus sign next to **Federal Court Opinions** to expand the tree and select a specific court. Select **U.S. Supreme Court** as the source to search. Enter **“Bipartisan Campaign Reform Act” n/20 203** in the Keywords box.

Using Bloomberg BNA Headnotes & Classification Outlines

- Bloomberg BNA attorney-editors author headnotes on key cases and administrative decisions in certain practice areas. Our Headnotes are written to be specific to each case, rather than just providing a general point of law.
- Headnotes are organized into practice area-specific BNA Classification Outlines. You can search or browse Classification Outlines to find relevant headnotes and their related cases by topic, keyword, or classification number.
  - A Classification Outline’s table of contents provides a high-level, expandable overview of topics within a practice area. You can use keywords and search operators to search (1) the headings of the table of contents using the Find Term field at the top, or (2) the text underneath a heading by clicking on the Search button that appears when hovering over a searchable heading.
  - EXAMPLE: Search through a BNA Headnote & Classification Outline to find cases related to a corporation’s First Amendment right to make campaign contributions.
    » Under the Litigation & Dockets menu, click on BNA Outlines & Headnotes.
    » Select the Labor Relations - NLRB and Court Decisions Outline. Hover your mouse over the title of the outline (Labor Relations - NLRB and Court Decisions Classification Outline) in the outline itself and click on the Search button that appears.
    » In the Search pop-up, enter corporations n/30 “First Amendment” n/30 candidate!. Open the first case on the list — Western Tradition Partn. v. Attorney General, 2011 MT 328, 363 Mont. 220, 271 P.3d 1, 192 LRRM 2372 (Mont. 2011).
  - At the top of a case, headnotes are grouped first by classification outline (Labor Relations - NLRB and Court Decisions), then by broad topics within the outline (Labor Unions).
  - Find related cases by opening the topic path associated with an applicable headnote. Click on the classification number most relevant to your research to see the list of headnotes and the included cases.

Tips For Students: On Bloomberg Law, all sources are included in your subscription, so you can search multiple and diverse sources as desired.
LEARN MORE WITH BCITE

BCITE
The Bloomberg Law Citator — BCite — helps you determine whether a case can be cited to as precedent, meaning that the legal proposition for which you want to cite the case is authoritative in that particular jurisdiction (either as direct or persuasive authority). Plus, BCite assists you in finding related cases and other legal materials to further your research.

HOW TO USE THIS TOOL ON BLOOMBERG LAW
Specifically, BCite assists researchers by:

• Displaying how a case has progressed through the court system.
• Showing where and how a case has been subsequently cited, including in secondary legal materials.
• Connecting you to cases that cite similar law or facts, or both.
• Helping you validate your research to determine whether a case is good law.
• Enabling you to learn more about your case and the issues within it.

BCITE INDICATORS
The way one or more courts have assessed the ongoing value of a decision as precedent is indicated by Bloomberg Law’s colored citator indicators:

Positive: One or more courts cite to, discuss, or follow this opinion with approval.

No Citing Cases: Appears with opinions that have no negative direct history and have not been cited in another court opinion.

Distinguished: One or more courts differentiate this opinion on the law or the facts.

Caution: Either the opinion has been modified or clarified by a subsequent decision within the Direct History, or one or more courts have criticized the legal reasoning of the opinion without overruling it.

Superseded by Statute: One or more courts state that this opinion has been superseded, displaced, or rendered obsolete by an intervening statute, rule, or regulation.

Negative: Either the opinion has been reversed, vacated, or depublished in full or in part by a subsequent decision within the Direct History, or one or more courts have overruled the opinion in full or in part, or stated that the opinion has been overruled in full or in part by a previous decision.

HOW TO ACCESS BCITE
When you open a court opinion on Bloomberg Law, the panel to the right of the opinion will provide an overview of how the case has been subsequently cited. To see a listing of those cases that are in the Direct History (showing how the case has progressed through the court system), Case Analysis (providing a list of subsequent cases citing to the opinion), and Table of Authorities (providing a list of the cases cited by the court in the opinion) for your case, click on the applicable tab at the top of the case. You also can see a broader list of legal materials that reference the case by citation by accessing the Citing Documents tab.

• EXAMPLE: Enter 558 U.S. 310 in the <GO> Bar and select Citation Search from the drop-down list.
  — Click on one of the BCite tabs above the case text — Direct History, Case Analysis, Table of Authorities, or Citing Documents.
  » Use the Sort drop-down menu (as available) to organize your results.
» See details on how materials discuss the case. Choose Visible from the Extracts drop-down menu at the top of the Case Analysis and Table of Authorities tabs or click on the Extracts link below each case name to open up the extract for the result.

» Narrow your results using filters specific to the content on each tab.
  - For example, the Citation Frequency indicator shows the frequency with which the case is cited in the subsequent case. It appears as a filter next to individual cases on both the Case Analysis and Table of Authorities tabs.

BCITE COMPONENTS

The features of BCite that can help you determine if a case remains good law on the specific point of law for which you want to cite it are as follows:

To the left of the case name in a results list and at the top of the case, you can see the Composite Analysis for the case, showing an icon for the most negative treatment the case has received.

From the face of the case in the panel on the right, you can see:

• Direct History: Displays the total number of cases in the direct history and whether there is any negative direct history for the case.

• Case Analysis: Displays the number of cases citing the case and the breakdown of how the case has been subsequently cited.
• **Description of BCite Indicators:** Provides the link to the document containing the definitions of the treatment values applied to cases on Bloomberg Law.

• **General Information:** Includes the result in the case, any topics and industries that the opinion has been classified to, the *Bloomberg Law* citation for recent cases, and links to dockets (if available) and federal judges' profiles.

Through the BCite-related tabs above the case, you can view:

• **Direct History:** Shows how the case progressed through the court system and displays any negative direct history at the top of the results list. Direct History includes cases with the same controversy, as well as opinions resulting from related appeals.
  
  — Sort by Date, Case Status, or Court.
  
  — Filter by Court and Date.

• **Case Analysis:** Lists all the cases that have subsequently cited the original case and provides extracts showing the exact language used by the citing court.
  
  — Sort by Date, Citation Frequency, Citing Case Analysis, or Court.
  
  — Filter by Citing Case Analysis, Citing Case Status, Citation Frequency, Court, Judge, and Date.
  
  » Citing Case Analysis breaks Positive into Followed, Discussed, and Cited; and Negative into Overruled, Overruled in Part, and Prior Overruling.

• **Table of Authorities:** Shows all cases cited to in the opinion and includes extracts of how the opinion treats the cases it cites.
  
  — Sort by Date, Citation Frequency, Cited Case Analysis, Court, or Case Order.
  
  — Filter by Cited Case Analysis, Cited Case Status, Citation Frequency, Court, Judge, and Date.
  
  » Cited Case Analysis breaks Positive into Followed, Discussed, and Cited; and Negative into Overruled, Overruled in Part, and Prior Overruling.

• **Citing Documents:** Lists the court opinions, administrative decisions, secondary sources, and other legal materials that reference your case by citation.
  
  — Filter by Date and Content Type, as well as filters that relate to the Content Type you select.
  
  — Run a keyword search across all Citing Documents or narrow the search by selecting filters.
  
  — Click Create Citation Alert to be notified when a subsequent document cites your case. Set up the alert for all content or narrow your results with content-related filters before creating the alert.

---

Tips For Students: Advance your understanding of the opinion you are reading by reviewing the secondary sources that cite it using the Citing Documents tab. You can filter the results by Content Type, run a keyword search across the results, and choose Create Citation Alert to be notified of subsequent legal materials that cite to the opinion.
WHAT LEGISLATIVE AND REGULATORY CONTENT IS ON BLOOMBERG LAW

*Bloomberg Law’s* legislative content includes:

- Statutes at Large (including federal public and private laws) and the United States Code
- State codified statutes
- The Code of Federal Regulations (C.F.R.), the *Federal Register*, and materials from federal agencies, exchanges, and self-regulatory organizations
- Federal bills, the Congressional Record, congressional committee reports, and Congressional Research Service reports
- Administrative law opinions regarding challenges to regulations and agency activities

WHERE TO ACCESS THIS CONTENT

There are a number of ways to access legislative and regulatory content:

- **<GO>** Bar: Type a citation and select *Citation Search*, or enter a popular name for a federal statute and select a *Popular Names Table Lookup* entry or, for some acts, one of the *Quick Links*.
- **Search & Browse Menu**
  - Specialized Legislative or Regulatory Search: Under the Specialized Searches heading, choose *Legislative* or *Regulatory* to search across one of these content sets.
— All Legal Content Search: Under the Search heading, select All Legal Content. Search any combination of legislative or regulatory materials and other legal sources at the same time by selecting sources and adding keywords.

• Legislative & Regulatory Menu: Quickly access relevant content sets on their own or through the Legislative Resources and Regulatory Resources pages.

• Practice Centers Menu: Access practice area-specific legislative or regulatory materials in a Practice Center through the resources navigation bar or the practice area-focused search interface.

• Your Homepage: Browse federal and state statutes and regulations by clicking the Federal Law and State Law links in the Getting Started section of your default homepage.

SEARCHING FOR STATUTES, ACTS, AND BILLS

• <GO> Bar
  — For a federal statute, input the popular name of the act, such as Patient Protection and Affordable Care Act, and look for it under the Popular Names Table Lookup category of the drop-down list or the Quick Links category, if a related link is available.

  — Enter a citation for a provision of the U.S. Code or C.F.R., or for a federal bill, and select Citation Search from the drop-down search options.

  » HYPOTHETICAL: You have been asked to find Title VII of the Civil Rights Act of 1964 and you have been given the citation. Enter 42 USC 2000e in the <GO> Bar and select Citation Search from the drop-down list.

  — Enter multiple citations separated with semicolons to retrieve multiple documents at once.

  » HYPOTHETICAL: You have been asked to find the Age Discrimination in Employment Act and the corresponding federal regulation implementing the act. Enter 29 USC 621; 29 CFR 1625 into the <GO> Bar and select Citation Search from the drop-down list.

• Search & Browse
  — Choose the specialized Legislative Search or Regulatory Search and view the sources most relevant to those areas, searching using keywords and search operators. You can easily search for federal bills using popular names (with search operators) and bill numbers, in addition to keywords.


  » Under the Search & Browse menu, click on All Legal Content. In the source tree, expand U.S. Legislative and then select both United States Code (USC) and U.S. Public Laws & Statutes at Large.

    • By selecting both sources, you can run your search simultaneously across the Code and the public laws databases.

    • Enter “Lilly Ledbetter Fair Pay Act of 2009” in the Keywords field and click the green Search button to run the search.

    • Alternatively, if you do not know the popular name of the act, enter (discrim! n/5 paycheck or compensation) and “Civil Rights Act of 1964” in the Keywords field and run the search.
• **Legislative & Regulatory Menu**
  
  — Access the specialized Legislative and Regulatory Searches, browse the underlying materials, and gain quick access to the table of contents of the United States Constitution, the U.S. Code, and the C.F.R.
  
  — Legislative
    
    » Legislative Search separates out U.S. legislative sources to streamline the research process for these materials.
    
    » Choosing U.S. House or Senate bills as content sets to search enables you to use fielded search options, including Title and Bill Number.
    
    » Under the **Legislative & Regulatory menu**, select **Search Legislative** from under the **Legislative** heading. Expand **U.S. Congress**, then **U.S. House & Senate Bills**. Open **Senate Bills** and select **111th Congress Senate Bills**.
      
      - Search using the Title field: Lily Ledbetter Fair Pay Act of 2009
      - Search using the Bill Number field: S 181
    
    » If you want to search House and Senate bills for just the current session of Congress, you can select **Search Congressional Bills** from under the **Legislative** heading of the **Legislative & Regulatory** menu.
    
    » Legislative Resources includes current awareness resources (e.g., the latest news and top legislative documents), quick access to congressional committee reports and testimony, the Congressional Record Daily Digest, Congressional Research Service (CRS) reports, and more.
    
  — Regulatory
    
    » Regulatory Search provides a search of the U.S. Regulatory & Administrative set of content.
      
      - By selecting the most recent volumes of the **Federal Register** (1999–present), you can search using fields including Agency, Federal Register Page Citation, and Regulatory Identification Number (RIN). You also can search these materials directly by selecting **Search Federal Register** under the **Regulatory** heading of the **Legislative & Regulatory** menu.
    
    » Regulatory Resources gives you quick access to regulatory materials, including recent editions of the **Federal Register**, the C.F.R., state laws and regulations, D.C. Circuit administrative law opinions, current awareness (Regulatory Developments and Legal Analysis & News (organized by topic)), and more.
    
    » The Monitor Regulators page allows you to track the rulemaking activity of federal administrative agencies.

**START YOUR CASE LAW RESEARCH FROM A STATUTE**

*Bloomberg Law* makes it easy to find cases interpreting a particular federal statute or regulation. Pull up a federal law and regulation and get one-click access to court opinions that interpret or discuss the specific federal statute or rule. Narrow the relevant court opinions by searching with Keywords, adjusting the Dates, or applying filters. Plus, access relevant extracts from each opinion, making it easier to determine the impact of the decisions on the issue at hand.

• Enter **26 U.S.C. 7213** in the <GO> Bar and select **Citation Search** from the drop-down list.
• Another option is to type the popular name of a federal act — for example: Patient Protection and Affordable Care Act — into the <GO> Bar and select the name under **Quick Links**. Where available, the Quick Links will direct you to the appropriate area of the U.S. Code or to a page where the Act is cross-referenced by section to the corresponding section in the U.S. Code, allowing you to see and to easily navigate to sections of the U.S. Code.
• Access court opinions that interpret the statute by using the Court Opinions tab at the top of the screen, or by selecting the Court Opinions link in the Related Content section of the General Info tab on the right.
  
  — Run a keyword search through just the extracts from the related court opinions, or through the full text of the related court opinions, by typing into the Keywords field. For example, select **Search full text, including extracts** and enter “Freedom of Information Act” or FOIA.

  » Filter your results by Strength of Discussion, Court, or Topic. Use the Strength of Discussion filter to focus on the most substantive judicial discussions.

  » Results appear in reverse chronological order by date, but use the sorting options at the top to reorder your results by jurisdiction (Court) or by how frequently other opinions cite to them (Most Cited).

NOTE: For certain substantive areas of federal law, such as tax and securities, additional tabs will appear above the statute, giving you one-click access to the federal regulations that implement your statute in the CFR Provisions tab, secondary sources, and guidance from the federal agencies that regulate practice in these areas.
BEGINNING LEGISLATIVE HISTORY RESEARCH

To compile a legislative history of the Leahy-Smith America Invents Act (Pub. L. 112-29, 125 Stat. 284 (2011)), a researcher must first look at the underlying law.

- Enter either Pub L 112-29 or 125 Stat 284 into the <GO> Bar and select Citation Search from the drop-down list.
- Another option is to type the popular name of a federal act — Leahy-Smith America Invents Act — into the <GO> Bar and select the name under the Popular Names Table Lookup on the drop-down list. Quick Links related to the act also may be available on the list.
- The public law references the source bill (H.R. 1249) at the top and at the bottom, and provides some additional information that can help you start your research. A researcher should look at the source bill, the related legislation, and other congressional documents as part of the legislative history process.
  - Click on the link to the source bill to get to the bill digest (available beginning with bills from the 110th Congress (2007–2008)), which includes the versions of each bill, as well as a list of related congressional activity, legislative materials, and other relevant information.
    - Researchers can quickly access relevant entries in the Congressional Record through linked content.
    - Roll call votes, congressional committee reports, cost estimates prepared by the Congressional Budget Office (CBO), and Congressional Research Service (CRS) reports are also available.
- You also can gain insight into the process by performing a news search to find out more about the issues involved in the bill and how it may have changed over time. This can be a valuable additional step, although it is not a substitute for reviewing legislative documents when compiling a legislative history.

Tips For Students: Alerts are important because the timelines for regulation and legislation can be highly unpredictable. For federal bills you can set up a Track Bill alert to receive updates about congressional activity, or a Bill Citation Alert to be notified of citations to the bill in other legal content. One suggestion is to create numerous alerts as you can easily adjust the frequency of the alerts, and you can use the Title, Tags, and Description fields to organize your alerts. The Saved Searches & Alerts page accessible from the black banner atop each page makes viewing and managing alerts easy.
EXPLORE SECONDARY SOURCES AND NEWS

WHAT SECONDARY CONTENT IS ON BLOOMBERG LAW

Bloomberg Law’s secondary source content includes:

• Books and Treatises
  — Hundreds of titles from a variety of publishers, such as Practising Law Institute (PLI), which help you get up to speed quickly on a particular topic or give you a general overview of an area of law. Among these resources are continuing education materials from various jurisdictions.

• Bloomberg BNA Law Reports, Manuals, Portfolios, and Other Analysis
  — BNA Law Reports help you stay current on the latest legislative, regulatory, and court developments, and discuss their implications across a wide variety of topics and practice areas.
  — BNA Manuals give you access to analysis, guidance, and primary source materials so you can gain thorough answers to core questions and information on the latest trends and best practices.
  — BNA Portfolios offer in-depth guidance on difficult issues and highlight relevant materials, such as statutes, checklists, forms, regulatory filings, agreements, and other documents.
  — Additional Bloomberg BNA analysis provides tax practitioners with even more types of guidance, including the question and answer format of Fast Answers: Federal Tax®.

• Law Reviews and Journals

• Proprietary trackers, cross-reference charts, explanatory resource guides, and more

• Transactional Resources, such as:
  — Proprietary document descriptions, M&A clause descriptions, drafting guides, checklists, and timelines
— Sample forms and agreements from a variety of sources, including PLI treatises and Bloomberg BNA publications
• Practice materials and Continuing Legal Education (CLE) materials from various jurisdictions
• Law Firm Research, such as client alerts and newsletters

* * *

*Bloomberg Law’s* news database provides you with access to thousands of sources including:
• Bloomberg News, *Bloomberg Businessweek*, and Bloomberg Brief newsletters
• News wires, newspapers, magazines and industry publications, and Internet sources

**HOW TO ACCESS THIS CONTENT**

• **<GO> Bar**
  — Search Secondary Sources >>>> Patient Protection and Affordable Care Act
    » HYPOTHETICAL: With ongoing questions about the implementation, enforcement, and possible repeal of the sweeping health care overhaul, you want to stay current and track the latest information on the Patient Protection and Affordable Care Act.
    » Enter “Patient Protection and Affordable Care Act” or Obamacare in the **<GO> Bar** and select All Legal Content from the drop-down list (or hit Enter on your keyboard). Then, narrow your results by Content Type and other filters based on the Content Type you select.

  — Search News >>>> Patient Protection and Affordable Care Act
    » Enter “Patient Protection and Affordable Care Act” or Obamacare in the **<GO> Bar** and select News Search from the drop-down list.

• **Search & Browse — Secondary Sources**
  — Using the All Legal Content Search under the Search & Browse menu, researchers can choose specific and even multiple sources to search at once to craft complex searches to meet any need.
  — Under the **Search & Browse** menu, click on All Legal Content. In the source tree, select U.S. Secondary Sources.
    » In the Keywords field enter “Patient Protection and Affordable Care Act” or Obamacare and click Search.

• **Practice Centers**
  — Practice Centers are designed to expedite your access to relevant, actionable information for a particular practice area. When you enter a Practice Center, you can immediately review the latest news, opinions, dockets, secondary sources, legal trends, and statutes for the specified practice area.
    — Customize your experience on *Bloomberg Law* by setting a Practice Center as your homepage. To set a Practice Center as your homepage, choose the one you want from the Practice Centers menu. On the Practice Center, click Set As Homepage on the top right corner of the page.
    — HYPOTHETICAL: With ongoing questions about the implementation, enforcement, and possible repeal of the sweeping health care overhaul, you want to stay current and track the latest information on the Patient Protection and Affordable Care Act. Perform searches across relevant cases, statutes, news, and more within the Health Practice Center.
    » Under the **Practice Center** menu, select Health. Scroll down to the search interface.
      - In the Keywords field enter “Patient Protection and Affordable Care Act” or Obamacare and click Search.
On the results list, quickly narrow your results by choosing a Content Type and other filters based on the Content Type, as well as by adding keywords.

• **Legal Analysis & News — News**
  
  — View news by topic and practice area to see what is most read.
  
  — The News Search, accessible through Search News under the Legal Analysis & News menu, enables you to run detailed searches across thousands of news sources. Construct your search by combining keywords with any of the following categories:
    
    » Companies
    
    » People
    
    » Topics
    
    » Regions
    
    » Industries
    
    » Sources
  
  — Search Operators (slightly different from legal search)
    
    » NOT for Form Entry and AND NOT for Manual Entry
    
    » Use ? for single-character wildcard
    
    » Use * for multiple-character wildcard/expander
    
    » Proximity searching (N/x) and ordered proximity (NP/x) searching
    
    » Option to **Search Headlines Only**, rather than article text
  
  — HYPOTHETICAL: With ongoing questions about the implementation, enforcement, and possible repeal of the sweeping health care overhaul, you want to stay current and track the latest information on the Patient Protection and Affordable Care Act. You also want to know how the developments impact a large U.S. employer, Wal-Mart.
    
    » Within the Legal Analysis & News menu, select Search News.
    
    » In the **Keywords** field enter “Affordable Care Act” or Obamacare. In the **Companies** field, type Wal-Mart and select Wal-Mart Stores Inc. (U.S.) from the drop-down list.
    
    » On the search results page, you can review all the results or filter by Topic, Company, Person, or Region.

• **Your Homepage**
  
  — Quickly access secondary sources and news by clicking the Books & Treatises, News, and BNA Law Reports links in the Getting Started section of your default homepage.

---

**Tips For Students:** Search news to stay on top of a wide range of legal and law-related issues. Set up an alert by clicking Create Search Alert on the News Search page or on your results page to get articles emailed to you based on the frequency you select.
ADVANCED STUDENTS

*Bloomberg Law* offers more than just traditional legal research materials by making it easy to access example litigation and transaction documents. Use *Bloomberg Law’s* Docket Search to find examples of complaints, briefs, motions, and other pleadings. Bloomberg Law Dockets℠ gives you and your students access to federal dockets, as well as selected state and international dockets. As a law school user, you are able to access all underlying filings that are on the system or available electronically at no cost.

The Transactional Law menu contains numerous resources to help you get up to speed on transactions and draft agreements more efficiently. The transactional resources offer guidance ranging from document and clause descriptions to drafting guides. You can search for example transactional language in full documents (DealMaker Document Search) or specific clauses (DealMaker Clause Search).

DELVE DEEPER INTO DOCKETS

WHAT DOCKETS OFFER

A docket is a schedule of a case’s proceedings used by courts to track all events, hearings, filings, and decisions in a case. This is the information you can get from most dockets:

- **Docket Number:** This number is the court’s official number identifying the case.
- **Nature of Suit:** This code on federal district, circuit, and bankruptcy court dockets gives you a general idea of the main issues involved in the case.
- **Parties and Attorneys:** This section lists all the parties involved. Next to a party’s name is the name of the party’s attorneys and the contact information of each attorney.
- **Docket Proceedings:** This is the list of events that occur in the case. It also contains links to the documents filed with the court and by the court (such as orders and decisions).

Attorneys use dockets on *Bloomberg Law* to:

- Find a case analogous to their client’s issues to determine proper steps and procedures.
- Use filings from a docket to get drafting precedents.
- Find out how a judge has ruled in similar cases.
- Determine a judge’s preferences before appearing in court.

**TIP:** As a professor, you can use dockets to find real-world examples of any type of motion or pleading for use in your classroom, knowing that we waive any electronic collection fees.

WHAT DOCKETS ARE AVAILABLE ON BLOOMBERG LAW

*Bloomberg Law* has dockets for federal courts and selected state and international courts. Dockets coverage includes the United States Judicial Panel on Multidistrict Litigation.

Courts make their docket information available in a variety of ways. Some courts provide their information in a fully electronic way, meaning that both the docket and the underlying filings are available digitally, such as through the federal docket system known as PACER. Others have electronic dockets, but the filings are paper only and must be requested through a courier service. Finally, some courts have all-paper dockets for which we manually mock up dockets.
HOW TO ACCESS A DOCKET

There are multiple ways to locate a specific docket on Bloomberg Law:

• <GO> Bar
  — You can search for dockets using a docket number or party name:
    » Docket Number: Enter a docket number and then select Citation Search from the drop-down list.
      • EXAMPLE: Enter 08-01394 in the <GO> Bar and select Citation Search. From the results list, select Jeffrey K. Skilling v. United States.
    » Party Name: Enter a party name (or multiple party names using search operators), then select Dockets by Party Name.
      • EXAMPLE: Enter Skilling and United States in the <GO> Bar and select Dockets by Party Name from the drop-down list. From the results list, select Jeffrey K. Skilling v. United States.
      • From the search results list, you can narrow your search results by using the filters found in the left column or by entering keywords into the Keywords field above the results.

• Specialized Docket Search
  — Under the Search & Browse menu, you can select Dockets in the Specialized Searches section. This opens up a page that enables you to search for dockets by selecting a court from the source list or using many different fields, including Keywords, Docket Number, Party Options, Judge, Case Name, Attorney or Firm, and Date Range.
  — NOTE: There are additional search options available for specific courts. For example, if you run a search across federal district or circuit courts, you also can search with a Ticker and Nature of Suit. Patent Number is another field available for federal district court docket searches.

• Litigation & Dockets Menu
  — Select Search Dockets, which takes you to the Docket Search page.

• Breaking Complaints
  — In certain courts, Bloomberg Law has in-court researchers who collect newly filed high-profile complaints and manually create a docket so you have expedited access to these complaints. This feature often provides you access to these complaints before they are available to the general public.
  — To access the dockets and the underlying complaints, click Breaking Complaints under the Litigation & Dockets menu.

• Your Homepage
  — Click the Dockets link in the Getting Started section of your default homepage to access the Docket Search.

DOCKET SEARCH CRITERIA

Basic Search
• Keywords: You can enter either terms or phrases. For instance, if you are looking for a specific motion, you may enter motion n/3 dismiss.
• Docket Number: The format for entering a docket number depends on whether you are searching in a federal or state court.
  — Federal: Seven-digit format (XX-XXXXX). If your docket number does not have five numbers after the hyphen, simply use the number that you have.
— States: States use many different docket formats. So, if a number is not yielding any results in a certain state, do a blank search within the state to determine if there is a standard docket format for that jurisdiction.

• Party Options: Search operators are available.
  — Single Party Entry: This enables you to enter a single party name. Clicking on the green circle with the plus sign will provide additional fields to add more parties.
  — Multiple Party Entry: This allows you to put in multiple party names separated by semicolons and run a search for cases including all these parties.

• Judge: When running a search using this field, you can enter the judge’s last name. If the judge’s last name is extremely common, you should use search operators (e.g., John n/3 Smith).

• Case Name: Case names should be entered using search operators because this field is dependent on how the court clerk originally entered the name when the docket was created.

• Attorney or Firm.

• Include: This field gives you the option to search either 1) the face of the docket (Dockets Only) or 2) the face of the docket and any underlying documents that are already available on the system (Dockets & Proceedings).

• Case Status: Limit your search to dockets with an open or closed status. Keep in mind that this is based on the status being up to date, which depends on how recently the docket was updated and whether the court has made such a change.

• Date Range.

**Court-Specific Search Options**

• **Bankruptcy Courts:** Upon selecting a bankruptcy court, the following special search options become available:
  — Chapter number
  — Assets option for limiting your search to dockets that have, or do not have, assets listed
  — Assets amount range (available when Chapter 11 is selected)
  — Liabilities amount range (available when Chapter 11 is selected)
  — Option to include or exclude Adversary Proceedings
  — Nature of Suit

• **Federal District and Circuit Courts:** Upon selecting a federal district or circuit court, the following special search options become available:
  — Ticker: Entering a company name in this field will broaden your search to include the specific company entered as well as subsidiaries of that company.
  — Type: Civil or criminal, or both (for district courts only).
  — Nature of Suit: Include or exclude a particular nature of suit.

  **HYPOTHETICAL:** You have been asked to draft a motion to dismiss for failure to state a claim in federal court. Your client has been sued in the United States District Court for the Southern District of New York and the case — a contract dispute — has been assigned to the Honorable Jed Rakoff.

  » From the **Litigation & Dockets** menu, select **Search Dockets** from under the **Dockets** heading. Either browse the list of jurisdictions or enter **SDNY** or **Southern District of New York** in the **Courts** field.
Select U.S. District Court for the Southern District of New York Dockets as your source.

» In the Keywords field, enter “motion to dismiss” n/20 “failure to state a claim”.
» In the Judge field, enter Rakoff.
» In the Add Nature of Suit field, either browse the nature of suit list or enter contract into the field and select Contract-Other [*190].
» Click the green Search button to run your search.
» From the results list select Assured Guaranty Municipal Corp. v. Flagstar Bank, FSB et al.
» Click on the Next Keyword link in the panel on the right of the docket sheet to navigate to the places on the docket sheet where your keywords appear. Proceeding No. 18 is a memorandum of law in support of a motion to dismiss for failure to state a claim. To open up this memorandum, simply click on the number 18.

DOCKET SEARCH ALERTS
A docket alert enables you to be notified when new dockets that match your search criteria are added to Bloomberg Law. You can set up a docket alert from the original Docket Search page or by clicking on the Create Search Alert link, which appears to the left of the search results.

Setting Up an Alert
After clicking the Create Search Alert link on either the search page or the results page, a pop-up window will appear including the following fields:

• Title.
• Tags: You can use this field to organize your alerts.
• Description: Another field you can use to organize your alerts.
• Include: You can choose whether you want to include only the docket or the docket and the underlying docket proceedings in your alerts.
• Frequency: You can choose the frequency with which you want to be alerted (e.g., As Available, Hourly, Daily, Weekly, or Custom).
• Show Parties in Report.
• Share with: This option enables you to share the alert with others simply by entering email addresses.

You can view and manage your alerts by clicking on the Saved Searches & Alerts link in the black banner at the top of the page.

UPDATING A SPECIFIC DOCKET
At the top of each docket caption, you will see a Last Updated date. This indicates the last date that Bloomberg Law has checked for updates to this particular docket. Every time an update is conducted, the contents are updated with the most recent docket information provided by the court (if any new information exists). To update a docket on demand, you can click the Update Docket link just above the caption to trigger a docket update.

TRACKING A SPECIFIC DOCKET
If you would like to be notified when a specific docket has been updated with new activity or information (e.g., a judge’s opinion or a new motion), you can click on the Track Docket link above a docket’s caption.
After clicking the **Track Docket** link, you will receive a pop-up window asking you to enter the following information:

- **Title.**
- **Client Matter:** A tool lawyers use to track time spent researching a given matter.
- **Tags:** You can use this field to organize your alerts.
- **Description:** Another field you can use to organize your alerts.
- **Frequency:** Select how often you want to have the docket checked for changes and to be notified of these changes. You also can choose to be notified even if there is no activity.
- **Search Terms:** You can input terms in this field to be notified only when these keywords appear in this case.
  
  — **NOTE:** If the keywords appear in an underlying filing, the user will be notified only if the filing is available on *Bloomberg Law*.
- **Share with:** This option enables you to share the track with others simply by typing in email addresses.

**HOW TO VIEW AND MANAGE DOCKET TRACKS**

You can view or manage previously created docket tracks by clicking on the **Docket Tracking** link under the **Litigation & Dockets** menu. To manage docket tracks, click on **Manage Docket Tracks** in the upper right corner of the **Docket Tracking** page.

---

**Tips For Students:** Dockets provide examples of pleadings and can show you how a judge has ruled on specific pleadings in the past. Everything that is available on Bloomberg Law is accessible to all users at no extra charge — even in commercial practice. The pop-up messages you receive when updating or tracking a docket or retrieving underlying filings will indicate how much these actions cost commercially, whether that is in a firm, corporate, or government setting. If you have any questions regarding the cost to update or track a docket, or to retrieve a filing after you leave the law school environment, you can access the price list by clicking on the **Litigation & Dockets** menu and then selecting **Docket Coverage**.

---
MOVE FORWARD WITH TRANSACTIONAL DRAFTING

WHAT TRANSACTIONAL CONTENT IS ON BLOOMBERG LAW

Transactional law encompasses a wide range of practice areas including contracts, mergers and acquisitions, corporate finance, real estate, employment law, and intellectual property. The practice of transactional law generally involves extensive document drafting, due diligence, and negotiations.

*Bloomberg Law* helps students learn about the types of transactions they are likely to encounter in practice and provides drafting guides and treatises on how to approach deal negotiation and drafting. You also will find specialized search interfaces for identifying example documents for use as precedent in actual drafting. Also available is access to SEC filings through the *Bloomberg Law* EDGAR Search, company and market information, and real-time news.

HOW TO USE THIS CONTENT

As more law schools add a specialized transactional drafting component to their legal research and writing curricula, *Bloomberg Law* is the ideal resource for familiarizing students with the types of transactions they will encounter in real-world practice.

Practical Drafting Guidance

*Bloomberg Law*’s experienced transactional attorneys created easy-to-read practical overviews of key drafting concepts, agreements, and clauses to shorten the learning curve, enabling students and practitioners to familiarize themselves with core concepts quickly.

Access Transactional Resources under the Transactional Law menu. Practical guidance materials include:

- **Drafting Tools & Precedents:** Among the Drafting Tools & Precedents are forms and model agreements contained in books and treatises published by the Practising Law Institute (PLI) and Bloomberg BNA.
- **Drafting Guidance:**
  - Over 100 document descriptions provide substantive overviews (including information on purpose, scope, and key sections) of the types of transactional documents that can be found in the transactional document database.
  - M&A clause descriptions offer an in-depth look at almost 200 provisions commonly used in stock purchase agreements, asset purchase agreements, and merger agreements. The clause descriptions provide a summary of the purpose of each clause and highlight the various considerations to keep in mind when negotiating or drafting such provisions.
  - Boilerplate clause descriptions highlight the important, but often overlooked, miscellaneous provisions of many agreements — language that often reflects concepts and cases studied in contracts class. Each description provides a summary of the clause’s purpose and insight into a party’s negotiating perspective.
- **Checklists & Timelines:** This collection of sample closing checklists, due diligence checklists, and other checklists and timelines prepared by our experienced practitioners can be instrumental in building students’ skills and helping them complete their assignments in an efficient manner. These checklists and timelines educate on the elements and timing of specific types of transactions.
- **Legal Treatises:** Browse and search our collection of treatises on transactional topics from publishers such as Bloomberg BNA, the American Bar Association (ABA), and PLI. You also can access information on international transactions from the *Getting the Deal Through* series.
- **Quick Reference Guides:** The guides contain the relevant statutory and regulatory materials for a wide range of topics and organize them for ease of use.
• Contributed Articles and Research & Commentary: Access transactional law-focused practical guidance, as well as law firm research (i.e., client alerts), and law review and journal articles.

Tips For Students: You can access the transaction-focused searches from your default homepage through the EDGAR and DealMaker Documents links in the Getting Started section.

Database of Transactional Documents

Bloomberg Law’s transactional document database enables students to find precedent documents to use as roadmaps for drafting similar documents for school-related projects, as well as for when they are in the workforce. Over 400,000 documents drafted by numerous practitioners and firms, and millions of underlying clauses, have been analyzed and classified according to the system created by Bloomberg Law’s experienced legal analysts. A user can quickly find specific documents and language for a particular jurisdiction that meet his or her drafting needs.

DealMaker Document Search

• Access the DealMaker Document Search by clicking on the Transactional Law menu and then choosing DealMaker Documents under the Search heading.

• Search transaction documents using a variety of search criteria, including the following basic search fields:
  – Document Types: Choose one or more by selecting a document type in our expandable source tree, or by simply typing what you are looking for in the Document Types field and selecting from the resulting source tree. For a brief description of the document type, click on the “i” button in the tree.
  – Governing Law.
  – SIC Industry: Add an industry by name or by the SIC code the government uses for classifying industries.
  – Keywords.
  – Parties fields: Add a combination of Party, Law Firm, and Attorney criteria. The Law Firm and Attorney fields refer to the firm or attorney who drafted or negotiated the agreement or other document.

• The Additional Search Criteria (under Additional Options) will help you narrow search results using the following criteria:
  – Document Name
  – Transaction Type
  – Filing Date

• HYPOTHETICAL: You have been asked to draft a trademark licensing agreement governed by Delaware law. Your client is a manufacturer of pharmaceuticals.

  – Go to the Transactional Law menu and click on DealMaker Documents in the Search submenu.

  – You can quickly locate a sample trademark license agreement by choosing a database in one of two ways: (1) by scrolling through the Document Types source tree, clicking on the plus sign next to License, Use & Royalty Agreements and then selecting License Agreements (Trademark) from the expanded list, or (2) by entering license in the Document Types field and letting the source tree refresh. After selecting the relevant database, enter Delaware in the Governing Law field and click the green Search button. Further limit your results by adding an SIC Industry filter (Pharmaceutical Preparations [2834]) while viewing your results list.
• Additional deal information fields are available when you go to the Document Types field and select Combined M&A Transaction Documents or any of the subtypes shown when you click the “+” icon described in the pop-up box that appears after clicking the “i” button. These fields, which are available in both the DealMaker Document Search and the DealMaker Clause Search, include:
  — Deal Terms: Specify the Deal Size (range of USD in Millions).
  — Parties:
    » Party Status: Identify whether the Acquirer, Seller, or Target is Public or Private.
    » Party: Indicate what Party you are looking for and the Role of the party (Any Role or As Acquirer, Seller, or Target).
    » Law Firm: Enter the Law Firm you are looking for and the Role of the firm (Any Role or Representing Acquirer, Seller, or Target).
    » Attorney: Indicate the Attorney you are looking for and the Role of the attorney (Any Role or Representing Acquirer, Seller, or Target).

Search results can be further filtered by criteria such as SIC Industry code, Deal Type (such as going private transactions, minority purchases, private equity buyouts, and reverse mergers), Deal Status (pending, completed, or terminated), and whether the transaction provides for termination fees.

• Another search field — Administrative Agent — becomes available in the Parties section when you select the Credit & Loan Agreements category within the Document Types field.

Deal Profile

Many agreements within the Combined M&A Transaction Documents Document Type link directly to a summary report about the deal they cover. The M&A Deal Detail tab appears next to the Document and Clause Outline tabs above any document with the report. The tab summarizes the main deal terms that financial market professionals and their attorneys need to know and quickly gets you up to speed on what happened when and who was involved. The report includes information such as:

• Type of deal
• Target, acquirer, and seller information
• Date that the deal was announced
• Whether the deal was friendly or hostile
• Whether the deal is in progress or completed
• Consideration offered and paid
• Termination fees payable by the parties if the deal is not completed
• Financial advisors on the deal

DealMaker Clause Search

• Access the DealMaker Clause Search under the Transactional Law menu or, when in the DealMaker Document Search, by clicking on the Clauses tab. This search can help you efficiently find and compare example clauses from real documents to include in your agreements.

  — Search for the language you need by entering key terms in the Clause Title or Clause Body Text fields. You also can select one or more Document Types to search. For more information on specific Document Types, click on the relevant “i” buttons in the source tree.
Add a combination of Party, Law Firm, and Attorney criteria. The Law Firm and Attorney fields refer to the firm or attorney who drafted or negotiated the agreement or other document.

- Access the following Additional Search Criteria (under Additional Options):
  - Document Name.
  - Governing Law.
  - Transaction Type.
  - SIC Industry: Add an industry by name or by the SIC code the government uses for classifying industries.
  - Filing Date.

- HYPOTHETICAL: You have been asked to draft an indemnification clause for an asset purchase agreement concerning the acquisition of a real estate investment trust (REIT).
  - Under the Transactional Law menu, select DealMaker Clauses under the Search heading. Enter indemnification in the Clause Title field and then select Asset Purchase Agreements in the Document Types field. Run your search by clicking the green Search button. Narrow your results by applying Topic (Mergers & Acquisitions) and SIC Industry (Real Estate Investment Trusts [6798]) filters to your results list.
  - Take your analysis further by selecting two results by clicking the + Compare link next to each one. Once you have selected two clauses, click the green Compare button to see the language compared in a redline. Then choose to view the clauses side by side by selecting the Side-by-Side tab. You can even include your own clause in a comparison.

EDGAR Search

EDGAR, the Electronic Data Gathering, Analysis, and Retrieval system maintained by the Securities and Exchange Commission (SEC), contains publicly filed documents, including companies’ notices of material changes (8-Ks), annual reports (10-Ks), prospectuses (S-1s), and many others. The Bloomberg Law EDGAR Search enables you to quickly and easily find securities filings, exhibits, and other information filed through EDGAR and made easy to search through Bloomberg Law. Search broadly across all the EDGAR filings, using fields to target your search; or search just items in 8-Ks and 10-Ks, or risk factors in 10-Ks.

All EDGAR Search

- To conduct a search across all the EDGAR filings, click on the Transactional Law menu and then choose EDGAR under the Search heading. Enter desired search criteria into the search fields and click the green Search button. Access Search Tips by clicking the link on the upper right corner of the search template.
- The basic search fields are:
  - Forms.
  - Insider Filings & Amendments: Choose to exclude the filings or amendments, or both, from your search.
  - Exhibits.
  - Exhibit Title.
  - Keywords: Search across all text contained within the filing or any of the attached exhibits.
  - Apply Search Criteria to: Limit results to those that include forms and exhibits, forms only, or exhibits only.
• Additional search fields are listed under Company/Filer Information, including:
  — Name and Role.
  — CIK: Central Index Key is a number given by the SEC to an individual or a company to identify the individual’s or company’s filings.
  — Ticker: Enter a company name to search for filings submitted by that specific company or about the company — through an insider filing or as the target of a merger or acquisition.
  — Company Group: Limit search results to those companies that meet specified criteria.
  — Location (state, country, etc.).
  — Place of Incorporation.
  — SIC Industry: Add an industry by name or by the SIC code the government uses for classifying industries.
• More fields are contained under Submission Information, including Filing Date, Period Date, and EDGAR File No. (the file numbers unique to registrations, applications, and reports made by issuers).
• HYPOTHETICAL: You have been asked to draft a registration statement for new securities being offered by an Internet-based social media company and you have been told that this type of registration is covered by the SEC’s Form S-1.
  — In the Transactional Law menu, select EDGAR under the Search heading to begin your search. In the Forms field, enter S and select EDGAR Form S-1 from the drop-down list or begin typing Registration and select All EDGAR Registrations & Prospectuses. In the Name field, enter Facebook.

Item and 10-K Risk Factor Searches
To search items in 8-Ks and 10-Ks or risk factors in 10-Ks, click the corresponding tab on the main EDGAR Search page. These searches enable you to find language from filings that is relevant to your drafting needs.
Each search includes fields specific to the items or risk factors, as applicable, as well as the same Company/Filer Information and Submission Information fields as the main EDGAR Search. Plus, you can compare items and risk factors — including your own language — in side-by-side and redlined views.

Market Impact Chart
When you open a filing you found through an EDGAR Search, you get a chart that shows the stock price before and after the filing, providing potential insight into the market's reaction to the filing.

EDGAR Comment Threads
Click the EDGAR Comment Threads link on the EDGAR Search page, the Securities Practice Center, or the Search & Browse and Transactional Law menus to be taken to an extensive database where you can search for issues raised in EDGAR comment letters. Each specific comment within a letter is broken into a separate thread, connecting the initial SEC Staff comment with the filer's responses, following the narrative as the issue is discussed with the staff until resolution. Use fields to easily target specific securities laws and regulations, as well as accounting standards.
Tips For Students: Many law firms maintain databases filled with agreements and internal documents that have been drafted and filed with federal agencies as well as courts. The Bloomberg Law database of transactional documents contains the text of these types of documents and specific clauses appearing in the documents. The DealMaker Document Search and the DealMaker Clause Search make it easy to browse the content and run specific keyword searches so that you can find relevant examples to aid with drafting.
GO FURTHER ON THE GO

Research wherever you are by logging in to Bloomberg Law on your iPad®, iPhone®, and Android™. Plus, documents you view are optimized for your smartphone. You also can access the links in your email alerts a few times on the go without having to log in, making mobile use even more efficient.

Stay current anywhere with the Bloomberg Law app. Keep updated with news, Bloomberg BNA Law Reports, information about companies in your Watchlist, and offline access to the documents in your Queue.

FIND OUT MORE

Bloomberg Law is a comprehensive legal research system that fully integrates legal, business, and news content. The value of the Bloomberg Law system is that it goes beyond the scope of traditional legal research methods by incorporating practical tools and examples that students can take with them into the workforce. The Bloomberg Law team looks forward to working with you to introduce Bloomberg Law into your curriculum through the use of this guide as well as training to fit your needs.

To learn more, contact your Relationship Manager directly. You can find your Relationship Manager’s contact information through the Contact Representatives drop-down menu on your homepage after you log in to Bloomberg Law.

Our 24/7 Help Desk is also here to answer your questions at 888.560.2529 or blawhelp@bna.com