

# Contents

---

## **Chapter 1: Introduction to Legal Research**

- 1.1 Introduction
- 1.2 What is legal research?
- 1.3 Importance to legal practice
- 1.4 Stages of legal research
- 1.5 Some initial "dos and don'ts"
- 1.6 Summary

## **Chapter 2: Analysing a Client's Problem**

- 2.1 Introduction
- 2.2 Facts
- 2.3 Objectives
- 2.4 Issues
- 2.5 Devising search terms
- 2.6 Summary

## **Chapter 3: Legal Research Resources**

- 3.1 The law library
- 3.2 Primary sources
  - 3.2.1 Legislation
  - 3.2.2 Case law and Practice Directions
- 3.3 Secondary sources
- 3.4 Legal research resources
  - 3.4.1 Hard-copy resources
    - 3.4.1.1 Case reports
    - 3.4.1.2 Encyclopaedias
    - 3.4.1.3 Practitioner's texts
    - 3.4.1.4 Journals and articles
    - 3.4.1.5 Textbooks
    - 3.4.1.6 Legal dictionaries
  - 3.5 Electronic resources
    - 3.5.1 LexisLibrary
      - 3.5.1.1 Halsbury's Laws of England
    - 3.5.2 Lawtel
    - 3.5.3 Westlaw
    - 3.5.4 Internet resources
      - 3.5.4.1 Professional bodies
      - 3.5.4.2 Campaign groups
      - 3.5.4.3 Government websites
      - 3.5.4.4 Free legal resources
      - 3.5.4.5 Google, Wikipedia and other shortcuts
- 3.6 Evaluating sources
- 3.7 Summary

## **Chapter 4: The Research Process**

- 4.1 Where to start
  - 4.1.1 Indexes
  - 4.1.2 Searching an electronic resource
    - 4.1.2.1 Boolean searching

4.2	Reading sources
4.2.1	Updating
4.3	Making a record
4.3.1	How should the record be kept?
4.4	Primary sources
4.4.1	Reporting primary sources
4.5	Common research problems
4.6	Summary

## **Chapter 5: Reporting Legal Research**

5.1	Coming to your conclusion
5.2	Advising on the law
5.3	Writing about legal research
5.4	Writing a memo or report
5.5	Writing a letter of advice
5.6	Summary

## **Answers to Self-assessment Questions**

## **Index**

**© 2019 Copyright CILEx Law School Limited**

All materials included in this CLS publication are copyright protected.

All rights reserved.

Any unauthorised reproduction or transmission of any part of this publication, whether electronically or otherwise, will constitute an infringement of copyright. No part of this publication may be lent, resold or hired out for any purpose without the prior written permission of CILEx Law School Ltd.

**WARNING: Any person carrying out an unauthorised act in relation to this copyright work may be liable to both criminal prosecution and a civil claim for damages.**

This publication is intended only for the purpose of private study. Its contents were believed to be correct at the time of publication or any date stated in any preface, whichever is the earlier.

This publication does not constitute any form of legal advice to any person or organisation.

CILEx Law School Ltd will not be liable for any loss or damage of any description caused by the reliance of any person on any part of the contents of this publication.

Published in 2019 by:  
CILEx Law School Ltd  
College House  
Manor Drive  
Kempston  
Bedford  
United Kingdom  
MK42 7AB

**British Library Cataloguing in Publication Data**

A catalogue record for this manual is available from the British Library.  
ISBN 978-1-84256-1117-1