# New York Legal Research

#### Carolina Academic Press Legal Research Series

Suzanne E. Rowe, Series Editor

Arizona — Tamara S. Herrera Arkansas — Coleen M. Barger

California—Hether C. Macfarlane & Suzanne E. Rowe Colorado—Robert Michael Linz

Connecticut—Jessica G. Hynes

Federal—Mary Garvey Algero, Spencer L. Simons, Suzanne E. Rowe, Scott Childs & Sarah E. Ricks

Florida, Third Edition—Barbara J. Busharis & Suzanne E. Rowe

Georgia-Nancy P. Johnson, Elizabeth G. Adelman & Nancy J. Adams

Idaho—Tenielle Fordyce-Ruff & Suzanne E. Rowe Illinois, Second Edition—Mark E. Wojcik

Iowa—John D. Edwards, M. Sara Lowe, Karen L. Wallace & Melissa H. Weresh

Kansas-Joseph A. Custer & Christopher L. Steadham

Louisiana—Mary Garvey Algero

Massachusetts — E. Joan Blum

Michigan, Second Edition—Pamela Lysaght & Cristina D. Lockwood Minnesota—Suzanne Thorpe

Missouri, Second Edition-Wanda M. Temm & Julie M. Cheslik

New York, Second Edition—Elizabeth G. Adelman, Theodora Belniak & Suzanne E. Rowe

North Carolina—Scott Childs

Ohio—Katherine L. Hall & Sara Sampson

Oregon, Second Edition-Suzanne E. Rowe

Pennsylvania — Barbara J. Busharis & Bonny L. Tavares

Tennessee—Sibyl Marshall & Carol McCrehan Parker

Texas—Spencer L. Simons

Washington, Second Edition—Julie Heintz-Cho, Tom Cobb & Mary A. Hotchkiss

Wisconsin-Patricia Cervenka & Leslie Behroozi

## New York Legal Research

Second Edition

Elizabeth G. Adelman Theodora Belniak Suzanne E. Rowe

Suzanne E. Rowe, Series Editor

CAROLINA ACADEMIC PRESS

Durham, North Carolina

Copyright © 2012 Carolina Academic Press All Rights Reserved.

#### Library of Congress Cataloging-in-Publication Data

Adelman, Elizabeth.

New York legal research / Elizabeth G. Adelman, Theodora Belniak, and Suzanne E. Rowe. -- 2nd ed.

p. cm.
Includes bibliographical references and index.
ISBN 978-1-59460-980-0 (alk. paper)
1. Legal research--New York (State) I. Belniak, Theodora. II.
Rowe, Suzanne E., 1961- III. Title.

KFN5074.A34 2012 340.072'0747--dc23

#### 2011046084

CAROLINA ACADEMIC PRESS 700 Kent Street Durham, North Carolina 27701 Telephone (919) 489-7486 Fax (919) 493-5668 www.cap-press.com

Printed in the United States of America.

#### *For my supportive law library colleagues near and far. Thank you. EGA*

*To J.R.F., who brewed endless cups of tea and gave endless encouragement during this project. Thank you. TB* 

To Donna, for many years of outstanding work and warm support. Thank you. SER

# **Summary of Contents**

Contents		ix
List of Table	s and Figures	xix
Series Note		XXV
Preface and	Acknowledgments	xxvii
Chapter 1	The Research Process and Legal Analysis	3
Chapter 2	Legal Research Techniques	11
Chapter 3	Secondary Sources	35
Chapter 4	Cases, Digests, and Online Searching	59
Chapter 5	Statutes, Constitutions, Local Law, and Court Rules	95
Chapter 6	Legislative History	125
Chapter 7	Administrative Law	153
Chapter 8	Updating Research with Citators	179
Chapter 9	New York City Legal Research	197
Chapter 10	Legal Ethics Research	221
Chapter 11	Research Strategies and Organization	233
Appendix A	Legal Citation	243
Appendix B	Selected Bibliography	263
About the A	uthors	265
Index		267

List of	Tab	bles and Figures	xix
Series	Not	e	XXV
Prefac	e an	d Acknowledgments	xxvii
Chapt	er 1	• The Research Process and Legal Analysis	3
I.	Nev	w York Legal Research	3
II.	Leg	al Research and Legal Analysis	3
III.	Typ	bes of Legal Authority	4
IV.	Ov	erview of the Research Process	6
	Α.	Getting Started	6
		1. Gathering Facts and Determining Jurisdiction	6
		2. Generating Research Terms	7
	В.	Conducting Research—Organization of This Book	9
Chapt	er 2	Legal Research Techniques	11
I.	Pri	nt Research Strategies	11
	A.	Finding a Legal Source by Citation	12
	B.	Table-of-Contents Searching	12
	C.	Topic Searching with a Print Index	12
	D.	Pocket Parts and Supplements	13
II.	On	line Legal Research	13
	А.	Finding a Legal Source by Citation	14
	В.	Table-of-Contents Searching	18
	С.	Topic Searching Online	18
	D.	Terms-and-Connectors Searching	20
		1. Generate Search Terms	20
		2. Add Connectors	22
		3. Select a Database	24

		4. Restrict the Search with "Segments"	
		and "Fields"	24
		5. Refine the Search with "Focus" and "Locate"	25
		6. Example Terms-and-Connectors Search	25
	E.	Natural-Language Searching	26
	F.	The Next Generation of Searching: Lexis Advance	
		and WestlawNext	27
	G.	Moving through Online Documents	28
	Η.	Printing, Downloading, or E-mailing Results	28
	I.	Keeping Track	28
III.	Che	oosing to Research in Print or Online	29
	А.	Where Is the Document Available?	29
	В.	How Fast and How Efficient Will Research Be?	30
	С.	What Is the Document?	30
	D.	Who Wrote the Document?	30
	E.	How Accurate Is the Document?	31
	F.	Does the Document Provide Pinpoint Citation?	31
	G.	When Was the Document Published?	31
	Η.	How Much Context Is Provided?	32
	I.	How Much Does It Cost, and Who Is Paying?	32
Chapt	er 3	Secondary Sources	35
I.	Int	roduction	35
II.	Enc	cyclopedias	35
	А.		36
	B.	Multi-jurisdictional Encyclopedias	37
	С.	Using Legal Encyclopedias	37
III.	Pra	ctice Materials	38
	A.	Bar Association Materials	39
		1. National	39
		2. New York State	39
		3. Finding Bar Association Materials	40
	B.	Continuing Legal Education (CLE) Materials	40
	С.	Forms	41
	D.	Pattern Jury Instructions	42
	E.	Finding and Using Practice Materials	43
IV.	Leg	al Periodicals	44

	٨	A an domain I amol Domin directo	4.4
	A.	Academic Legal Periodicals	44
	В.	Finding Law Review and Journal Articles	45
		1. Indexes	45
		2. Online Journal and Law Review Databases	46
V	. An	ierican Law Reports	47
	А.		47
	В.	ALR's Electronic Databases	49
V	I. Tre	eatises, Hornbooks, and Nutshells	49
V	II. Re	estatements, Model Codes, and Uniform Laws	50
	А.	Restatements	50
	В.	Model Codes and Uniform Laws	53
V	III. I	Loose-leaf and Newsletter Services	54
Ι	X. Us	ing Secondary Sources	56
	А.		56
	В.	Citing a Secondary Source	57
Cha	pter 4	• Cases, Digests, and Online Searching	59
I		ourt Systems	59
-	A.	New York State Unified Court System	60
	В.	Federal Courts	62
	С.	Courts of Other States	63
Ι	I. Re	porters	64
	Α.	Reporters for New York Cases	64
		1. Citing New York Cases	65
		2. Features of a Reported Case	66
		3. Tables in Reporters	69
		4. Advance Sheets	72
		5. Other Sources for Finding New York Cases	72
	В.	Reporters for Federal Cases	72
I.	II. We	est Digests	74
	А.	Digest Features	75
		1. Topics and Key Numbers	75
		2. Headnotes	76
		3. Topic and Key Number Conversions	77
	В.	Digest Research in Print	78
		1. Beginning with a Relevant Case	78

xi

		2. Beginning with the Descriptive-Word Index	79
		3. Beginning with the Topic Analysis	82
		4. Words and Phrases	82
		5. Table of Cases	83
IV.	On	line Subject Searching	83
	А.	Westlaw and Lexis	83
		1. Westlaw's Key Number Digest	84
		2. Westlaw's KeySearch	84
		3. Lexis's Search by Topic or Headnote	86
	В.	Internet Subject Research	88
V.	Rea	ding and Analyzing Cases	88
	А.	Reading Cases Effectively	88
	В.	Analyzing the Substance of Cases	89
Chapt	er 5	• Statutes, Constitutions, Local Law,	
		and Court Rules	95
I.	Nev	w York Statutes	96
	А.	Consolidated and Unconsolidated Laws Defined	97
	В.	Sources of Consolidated Laws	99
		1. New York Consolidated Laws Service and	
		McKinney's Consolidated Laws of New	
		York Annotated	99
		2. Consolidated Laws of New York	
		(formerly <i>Gould's</i> )	102
	С.	Sources of Unconsolidated Laws	102
		1. Current Sources of Unconsolidated Laws	102
		2. Historical Source of Unconsolidated Laws	103
	D.	The Research Process Using Print Codes	103
		1. Develop a List of Research Terms	103
		2. Search the Index	104
		3. Find and Read the Statutory Language	104
		4. Update the Section of the Code	105
		5. Find Cases that Interpret or Apply Statutes	105
	Е.	Chapter Laws and Session Laws	107
	F.	Using Online Codes and Session Laws	107
		1. Using the Online Codes and Chapter Laws	
		on Lexis and Westlaw	109

	Contents	xiii
	2. Using LRS Online to Retrieve Current	110
	Codes and Session Laws G. Uniform Laws Annotated	$\begin{array}{c} 110\\ 110\end{array}$
II.	New York Constitutions	111
	A. Researching in Print	112
	B. Researching Online	112
III.	Local Laws, Special Laws, and Ordinances	113
	A. New York City	113
	B. Other Jurisdictions in New York	113
	C. Sources of Local Laws, Special Laws,	
	and Ordinances	114
IV.	Court Rules	115
V.	Federal Research	118
	A. Federal Codes	118
	1. Print Sources of the Federal Codes	118
	<ol> <li>United States Code</li> <li>USCA and USCS</li> </ol>	118
	<ol> <li>USCA and USCS</li> <li>Finding Statutes in USCA and USCS</li> </ol>	119 119
	B. Session Laws	120
	C. United States Constitution	121
	D. Federal Court Rules	121
Chapt	er 6 • Legislative History	125
I.	Introduction to the Legislative Process	125
	A. Overview of the New York Legislative Process	126
	B. Categories of Bills	130
	C. Resolutions	131
II.	Bill Tracking	131
	A. Bill Tracking Online	132
	B. Bill Tracking Using Print Materials	134
	C. Broadcasts of Current Legislative Sessions	136
111.	New York Legislative History Research	136
	<ul><li>A. Sources of New York Legislative History</li><li>B. Process of New York Legislative History Research</li></ul>	137 137
	C. Additional New York Legislative History Sources	145
IV	Federal Legislative Research	145
T A *	i caciai Degioiatire i cocareil	115

	A. Brief Overview of the Federal Legislative Process	146
	B. Federal Bill Tracking	147
	C. Federal Legislative History	148
	1. Sources of Federal Legislative History	148
	2. Compiled Legislative History	148
	3. Print Sources for Federal Legislative History	149
	4. Online Sources for Federal Legislative History	149
Chapt	er 7 • Administrative Law	153
I.	Introduction to Administrative Law and	
	Governmental Agencies	153
II.	Administrative Rules	154
	A. Overview	154
	B. The Rulemaking Process	155
III.	Administrative Law Research	158
	A. Researching the Enabling Act	158
	B. Locating Rules	159
	C. Exploring Regulatory Intent	160
	D. Judicial Interpretation of Rules	163
	E. Updating and Tracking Tools	165
IV.	Researching Agency Decisions	165
V.	Researching Attorney General Opinions	167
VI.	Researching Governor's Executive Orders	
	and Proclamations	169
VII	. Other Resources for Researching New York	
	Administrative Law	171
VII	I. Federal Administrative Law	172
	A. Code of Federal Regulations	173
	B. Federal Register	174
	C. Updating Federal Regulations	174
	D. Agency Decisions	176
	E. Judicial Opinions	177
Chapt	er 8 • Updating Research with Citators	179
I.	The Role of Citators in Legal Research	179
II.	When to Update	180

Conter	ıts

III.	Shepard's and KeyCite	181
	A. Updating a Case	182
	B. Updating with Shepard's and KeyCite	182
	1. Updating Basics	183
	<ol> <li>Limiting Shepard's and KeyCite Results</li> <li>Comparison of Shepard's and KeyCite</li> </ol>	186
	<ol> <li>Comparison of Shepard's and KeyCite</li> <li>Westlaw's Direct History (Graphical View)</li> </ol>	189 189
	5. Shepard's Alert and KeyCite Alert	189
	6. Using Online Citators to Find Cases	191
	7. Table of Authorities Feature	192
IV.	Online Statutory Citators	192
V.	Online Citators for Other Legal Materials	192
VI.	Online Tutorials	194
VII	. Print Citators	195
Chapt	er 9 • New York City Legal Research	197
I.	Introduction	197
II.	New York City's Charter	197
	A. The Current Charter	198
	B. Revisions to the Charter	199
	C. Finding the Charter and Related Documents	200
	1. In Print	200
	2. Online	200
	3. Charter Revision Commission Documents	201 202
	D. Historical Background of Charter Sections	
111.	New York City's Legislative Structure	202
	<ul><li>A. Legislation</li><li>B. Finding Council Bills and Meeting Minutes</li></ul>	202 204
	1. Bills	204
	2. Meeting Minutes	204
IV.	New York City's Administrative System	206
	A. Origin of the Administrative Code	206
	B. The Administrative Code	206
	C. Finding the Administrative Code	206
	1. In Print	206
	2. Online	207

XV

5

V.	New York City's Rules	208
	A. Origin of Rules and Authority to Promulgate	208
	B. Organization of Rules	209
	C. Sources of Rules	209
	1. In Print	209
	2. Online	210
	D. Opinions and Rulings	210
	1. Agency Rulings	210
	2. Actions Against Agencies, Opinions of	
	the Corporation Counsel	211
VI.	New York City's Court System	212
	A. Court Structure	212
	1. New York City Civil Court	212
	2. New York City Criminal Court	213
	3. Other Courts in New York City	213
	B. Court Rules	214
	C. Case Law of New York City	214
	1. In Print	214
	2. Online	214
Chapt	er 10 • Legal Ethics Research	221
I.	Introduction to Legal Ethics Research	221
II.	The Model Code and Model Rules: A Brief History	222
III.	Comparing the Style of the Old Rules to the	
	New York Rules of Professional Conduct	224
	A. New York Lawyer's Code of Professional	
	Responsibility (NYLCPR)	224
	B. New York Rules of Professional Conduct	225
IV.	The Process of Legal Ethics Research	226
	A. Preparation for Research	226
	B. New York's Model Rules, New York Statutes,	
	and Other Laws	227
	C. New York Opinions	229
	1. Ethics Opinions	229
	2. Disciplinary Proceedings	230
	D. Precedent from Other Jurisdictions and	
	Secondary Sources	230

xvi

	Contents	xvii
Chapt	er 11 • Research Strategies and Organization	233
I.	Planning a Research Strategy	233
	A. Which Process?	233
	B. Which Resources?	235
	C. Which Media?	235
II.	Taking Notes	236
	A. Research Notes	236
	B. Analytical Notes	236
	1. Secondary Sources	237
	2. Enacted Law	237
	3. Case Briefs and Updating	237
III.	Organizing Research	238
IV.	Outlining the Analysis	240
V.	Ending Research	240
Appen	dix A • Legal Citation	243
I.	National Citation Manuals	244
	A. Navigating the ALWD Manual and the Bluebook	245
	1. Index	245
	2. "Fast Formats" and "Quick Reference"	245
	3. Bluebook "Bluepages"	245
	4. ALWD Appendices and Bluebook Tables	246
	B. Citing New York Material	246
	C. Case Citations 1. Full Citations to Cases	246 246
	<ol> <li>Full Citations to Cases</li> <li>Short Citations to Cases</li> </ol>	240 250
	D. Federal Statutory Citations	250
	E. Signals	251
	F. Explanatory Parentheticals	252
	G. Quotations	253
	H. Numbers and Spacing	254
II.	Bluebook Citations for Law Review Articles	254
III.	New York Citation	256
	A. Citation Placement and Appearance	257
	B. Case Citation	258
	C. Statutory Citation	261

xviii	Contents	
IV. Citations No	ot Covered by a Manual	261
Appendix B • Sele	cted Bibliography	263
About the Authors		265
Index		267

# List of Tables and Figures

### **Tables**

Chapter 1 • The	Research Process and Legal Analysis		
Table 1-1.	Examples of Authority in New York Research	5	
Table 1-2.	Overview of the Research Process	7	
Table 1-3.	Generating Research Terms	8	
Chapter 2 • Legal Research Techniques			
Table 2-1.	Selected Websites for Online Research	15	
Table 2-2.	Outline for Constructing Terms-and-		
	Connectors Searches	20	
Table 2-3.	Connectors and Commands	23	
Table 2-4.	Example Queries	23	
Table 2-5.	Example Notes for Online Searching	29	
Chapter 3 • Secondary Sources			
Table 3-1.	Restatement Topics	52	
Chapter 4 • Cases, Digests, and Online Searching			
Table 4-1.	Reporters for New York Cases	65	
Table 4-2.	Reporters for Federal Court Cases	73	
Table 4-3.	Outline for Digest Research with the		
	Descriptive-Word Index	79	
Chapter 5 • Statutes, Constitutions, Local Law,			
and	Court Rules		
Table 5-1.	Researching Enacted Law	96	
Table 5-2.	Example of Citation Formats for		
	McKinney's and CLS	100	
Table 5-3.	Researching New York Statutes in Print	103	

### Tables and Figures

Table 5-4.	Online Sources of New York's	
	Consolidated Laws	108
Table 5-5.	Online Sources of New York Ordinances	115
Table 5-6.	Selected Print and Online Sources of	
	New York Court Rules	116
	1.4	
Chapter 6 • Legi	•	
	Outline for Online Bill Tracking	132
Table 6-2.	Summary of How a Bill Becomes a Law and	
	Documents Associated with the Process	138
Table 6-3.	Text of Statute with History Line—	
	CLS and McKinney's	142
Table 6-4.	Checklist for New York Legislative	
	History Research	143
Chapter 7 • Adm	ninistrative Law	
*	Outline for New York Administrative	
	Law Research	154
Table 7-2.	Online Sources of Agency Rules—NYCRR	
	and State Register	160
Table 7-3.	History Line from New York Rule 9	
	NYCRR §7005.5	161
Table 7-4.	Online Sources of New York Agency	
	Decisions	168
Table 7-5.	Print Sources of New York Attorney	
14010 / 01	General Opinions	170
Table 7-6	Online Sources of Attorney General	170
10010 / 0.	Opinions	171
Table 7-7	Current Sources of Governor's Executive	1/1
10010 / /.	Orders and Proclamations Online	172
Table 7.9	Updating Federal Regulations Using the	1/2
1able 7-0.	Print LSA	176
T-1-1-7-0		170
Table 7-9.	Updating Federal Regulations Online via	177
	GPO Access	177
Chapter 8 • Upd	ating Research with Citators	
Table 8-1.	Case Treatment Symbols	183

	Tables and Figures	xxi
Table 8-2.	Steps for Updating with KeyCite and	
	Shepard's Online Using People v. Lewis,	
	68 N.Y.2d 923, 510 N.Y.S.2d 73 (1986)	190
	York City Legal Research	
	New York City Charter Excerpt	198
Table 9-2.	Locations of Current and Past Intros and	
	Local Laws	205
Table 9-3.	Administrative Code Excerpt	207
Table 9-4.	Agency Decisions Included in New York	
	Law School's CityAdmin	211
Chapter 10 • Lega	al Ethics Research	
- 0	Timeline of Historical Development of	
14010 10 11	Rules of Professional Ethics	223
Table 10-2	Legal Ethics Research Steps	226
	Selected Online Sources for the	220
14010 10 01	New York Rules of Professional Conduct	228
Table 10-4.	Disciplinary Committees of the Appellate	
10010 10 11	Division	231
Chapter 11 • Res	earch Strategies and Organization	
-	Planning a Research Strategy	234
	Sample Analysis Chart	241
Appendix A • Leg	zal Citation	
Table A-1.		
	and Bluebook Format	247
Table A-2.		
	ALWD, Bluebook, and NYSM Formats	248
Table A-3.	Comparison of ALWD and Bluebook	
	Formats	255
Table A-4.	Bluebook Typeface for Law Review	
	Footnotes	256
Table A-5.	Citation with the New York Law Reports	
	Style Manual	258
Table A-6.	Preferred Reporters under the New York	
	Style Manual	260
	/	

## Figures

Chapt	er 2 • Legal	Research Techniques	
	Figure 2-1.	"Get a Document" on Lexis	16
	Figure 2-2.	Sample New York Case on Lexis	17
	Figure 2-3.	Table-of-Contents Search on Westlaw	19
	Figure 2-4.	Topic Searching on Westlaw	21
Chapt	er 3 • Secon	dary Sources	
	Figure 3-1.	New York Jurisprudence Table of	
		Contents Excerpt	36
	Figure 3-2.	New York Jurisprudence Excerpt	38
	Figure 3-3.	American Law Reports Example	48
	Figure 3-4.	Example of a Restatement	51
	Figure 3-5.	CCH Federal Tax Practice Area Menu	56
Chapt	er 4 • Cases,	Digests, and Online Searching	
	Figure 4-1.	Civil Court Structure	61
	Figure 4-2.	Case from West's North Eastern Reporter	
		People v. Lewis, 502 N.E.2d 988 (N.Y. 1986)	70
	Figure 4-3.	Excerpt from West's New York Digest, 4th	75
	Figure 4-4.	West's New York Digest, 4th Key Number	
		Translation Table Showing Prisons 🕬	
		$4(14)$ Converted to Prisons $\bigcirc$ 153	78
	Figure 4-5.	Excerpt from the Descriptive-Word Index	
		in West's New York Digest, 4th	80
	Figure 4-6.	Excerpt from West's New York Digest, 4th	
	-	Analysis for Prisons	81
	Figure 4-7.	Westlaw's Key Number Digest "Prisons"	85
	Figure 4-8.	Lexis Search by Topic Feature	87
Chapt	er 5 • Statut	es, Constitutions, Local Law,	
	and C	ourt Rules	
	Figure 5-1.	Excerpts from the Act	106
	Figure 5-2.	Image of Legislative Retrieval System	
		Search Interface	111
Chapt	er 6 • Legisla	•	
	Figure 6-1.	How a Bill Becomes a Law in New York	127

xxii

		Tables and Figures	xxiii
	Figure 6-2.	Bill Status Search by Bill Number	133
	Figure 6-3.	Bill Status	134
	Figure 6-4.	Bill Text Comparison on Legislative	
		Retrieval System	135
	Figure 6-5.	How a Bill Becomes a Law	147
Chap	ter 7 • Admi	nistrative Law	
	Figure 7-1.	Example of a New York Agency Rule	
		and Historical Note	156
	Figure 7-2.	Reproduction of Notice of Agency Action	
		from the State Bulletin	162
	Figure 7-3.	Text of an NYCRR Annotation	164
	Figure 7-4.	Examples of Federal Regulations	175
Chap	ter 8 • Updat	ting Research with Citators	
	Figure 8-1.	Shepard's for Validation	184
	Figure 8-2.	KeyCite Direct History	185
	Figure 8-3.	Shepard's for Research	187
	Figure 8-4.	KeyCite Citing References	188
	Figure 8-5.		193
	Figure 8-6.		
	1.8010 0 01	in KeyCite	194
Chap	ter 9 • New Y	/ork City Legal Research	
- 1		New York City Council Process Flowchart	203
Арр	oendices		
Chap	ter 4 • Cases	, Digests, and Online Searching	
onup		-A. Case Excerpt from Official Reporter People v. Lewis, 68 N.Y.2d 923 (1986)	92
Chap		tes, Constitutions, Local Law, Court Rules	
		-A. Comparison of the Three Current Sources of Consolidated Laws	122

Chapter 6 • Legislativ	e History	
Appendix 6-A.	Bibliography and Contact Information for New York Legislative History	
	Research	151
Chapter 9 • New York	c City Legal Research	
Appendix 9-A.	Arrangement of the New York City	
	Charter	215
Appendix 9-B.	Committees, Subcommittees, and Task	
	Forces of the New York City Council	217
Appendix 9-C.	New York City's Current Administrative	
	Code	218
Appendix 9-D.	Current Organization of Rules of the	
~ ~	City of New York	219

### **Series Note**

The Legal Research Series published by Carolina Academic Press includes titles from many states around the country. The goal of each book is to provide law students, practitioners, paralegals, college students, laypeople, and librarians with the essential elements of legal research in each state. Unlike more bibliographic texts, the Legal Research Series books seek to explain concisely both the sources of state law research and the process for conducting legal research effectively.

## Preface and Acknowledgments

The goal of *New York Legal Research 2d* is to explore concisely both the sources of New York state law research and the process of conducting research using those sources. New to the second edition is a chapter on New York City law.

Writing a book like this is a collaborative effort, and this is as true in this edition as it was in the first. In the first edition, each author took a leading role in various chapters. Elizabeth Adelman was responsible for drafting chapters on statutes, constitutions, local law, and court rules; legislative history; administrative law; updating; and ethics. She also provided current expertise on New York resources. Suzanne Rowe was responsible for drafting chapters on research techniques, judicial opinions, and research strategies, as well as the introductory chapter and the citation appendix. Both authors contributed portions to the chapter on secondary sources.

In the second edition, Elizabeth Adelman took a leading role in updating the chapters on judicial opinions; legislative history; administrative law; ethics; and research strategies. Theodora Belniak, our new co-author, was responsible for drafting a new chapter on New York City law and for a complete re-write of the secondary sources chapter. In addition, she took a leading role in updating the chapters on the research process; legal research techniques; statutes, constitutions, local law, and court rules; updating; and the citation appendix. Suzanne Rowe contributed to each chapter in an editorial capacity. Two of the authors have written other titles in the Legal Research Series, and portions of their earlier work are reflected here. xxviii

We gratefully acknowledge the substantive contributions of Alison F. Alifano and Marshall R. Voizard. For superb research and editing assistance, we appreciate the work of Mason Whitcomb. Due to the small size of this book, some screens have been cropped and some page excerpts slightly modified. Please note that further reproduction is prohibited.

> Elizabeth G. Adelman Theodora Belniak Suzanne E. Rowe October 2011