

Steps In Using a Print *Shepard's*

Prepared by Frank Houdek, SIU Law Library — Fall 2005

STEP	NOTES
Step 1: Identify appropriate set for cited case	
Step 2: Gather all volumes of set together (Use <i>What Your Library Should Contain</i> on latest supplement's cover if necessary to identify all appropriate volumes)	
Step 3: Find correct table of citations in book (don't confuse different series of the same reporter; e.g., N.E. and N.E.2d); may need to use table of contents in the volume	
Step 4: Locate volume number of case shown in upper corners of pages and within boxes in the columns below	
Step 5: Locate citing references for the cited case by finding the first page number of the case (bolded numbers between long dashes) and/or the name of the case (this is available only in more recent editions of <i>Shepard's</i> and only the 1st time the case appears)	
Step 6: Examine citing references for parallel citations (listed in parentheses, but only the 1st time case is listed by <i>Shepard's</i>)	
Step 7: Examine citing references for History information (editorial analysis is shown by letter form abbreviations which are explained in table in front of volume)	
Step 8: Examine citing references entries for Treatment information (editorial analysis is shown by letter form abbreviations which are explained in table in front of volume)	
Step 9: Repeat steps 3 through 8 for all books listed in <i>What Your Library Should Contain</i> that are appropriate (given the date of the citing case)	