I. **Search For Alumni At Law Firms:**
   a. **Lexis Advance – Search for Chicago Kent alum:** This tool allows you to find attorneys, in-house counsel and law firms. It is a great tool to use to find alumni from your undergraduate or law school.
      i. **Search:** Type the name of your law school or undergraduate university in the red search box with quotation marks and search across all content.
         1. Example: “IIT Chicago-Kent College of Law” or “Chicago Kent Law School”
      ii. Under the **Directories** content area, **Narrow by Attorney Directories**
      iii. You can **Narrow further by Practice Areas or Location**

II. **Research The Law Firm:**
   a. **Lexis Advance - Research Employers’ Cases:** Demonstrate your knowledge of and interest in a particular organization. Search Lexis Advance to find cases, secondary sources, news and more on the firm you are interviewing with or your specific interviewer.
      i. **Search:** Type the name of the firm you are researching in the red search box with quotation marks and search across all content. *If you get back a lot of results you can narrow down by jurisdiction and practice area, but keep it broad when first starting out.*
         1. **Search String:** “Jones Day”
      ii. Under the **Cases** Tab, **Narrow by Law Firm** on the left-hand-side.
      iii. Use the **sliding Timeline** to restrict the date to recent cases only (i.e., *previous two years*)
      iv. **Search within Results** or Narrow by **Practice Areas & Topics** – find cases that deal with a specific practice area
      v. **Make sure you read the case and Shepardize it before referencing it in an interview or your cover letter!**
      vi. Similarly, locate briefs filed by the employer via the **Briefs & Pleadings** Tab. Understand fully the employer’s argument for the case you want to reference!
   b. **Lexis Advance - Research Employers in the News** to see what events or issues are of concern to an individual or organization.
      i. Select the **News Tab** and add a date restriction
   c. **View the Firm’s website via Lexis Web:** No need to open a separate browser! Simply click on the Web tab on the left hand side of the screen.
   d. **View Publications by Potential Employers:** create a discussion in an interview and gain further understanding of the organization or individual.
      i. Select the **Secondary Materials Tab**
III. **Research The Attorney(s) or Judge You Are Interviewing With:**

   a. **Litigation Profile Suite:**
      
      i. This tool will help provide insight into an attorney or firm’s practice. A great tool to use to develop strong questions for discussion during an interview. Litigation Profile Suite will help you quickly find all of the publications written by a particular attorney, to find any blog postings from the attorney, and to find any recent news article’s regarding an attorney or firm.
      
      ii. [www.lexis.com/lawschool](http://www.lexis.com/lawschool) > Lexis Advance > Click “Research” tab at top > select “Litigation Profile Suite”
      
      iii. Search 1:
         
         1. Select “Attorney” tab
         2. **Search: Stephen Brogan or Melissa Hirst**
      
      iv. *Secondary* – Here you will find a listing of the law review articles written by the attorney and any articles that cite to that attorney’s article.
      
      v. *News* - Find interesting articles written by the attorney or about the attorney’s cases and involvement in the community.
      
      vi. *Web* – A listing of all websites and blogs that mention the attorney or law firm. Includes Law 360 and Above the Law.
      
   vii. Search 2:
      
      1. Select “Judge” tab
      2. **Search: John W. Darrah**

IV. **Other Helpful Tools:**

   a. Lexis has created a checklist to help prepare you for your job search.
      
      i. **Career Help** tab (on the Lexis Law School Homepage) > Job Search Preparation Checklist
      
   b. Career Webinars are posted on the law school home page under Career Help