

Pre-Trial Skills BIB, Short version

Branch holdings info: AA=Ann Arbor, AH=Auburn Hills, GR=Grand Rapids, LAN=Lansing

Retainer and Fee Agreements (week 2)

- Michigan Basic Practice Handbook** (KFM 4277 .M522)
(AH, GR-Reading Room, LAN-Strosacker & LAN Reserved Readings) **CD/FORMS PC**
- Attorney Fee Agreements in Michigan** (KFM 4277.5 F4 A87)
(AH, GR-Reading Room, LAN-Strosacker & LAN Reserved Readings) **CD/FORMS PC**
- Am-Jur Legal Forms** (KF 170 .A542)
(AA, AH, GR-New Addition & LAN-Lower Level) **Westlaw: AMJUR-LF**
- Nichols Cyclopedia of Legal Forms Annotated** (KF 170 .N5)
(AA, AH, GR-New Addition & LAN-Lower Level) **Westlaw: NICHOLS-LF**
- Lane's Goldstein Litigation Forms** (online only) **Westlaw: GOLDLTGFM**

Law and Defenses (week 3)

- Torts: Michigan Law and Practice** (KFM 4395 .A75 T682)
(AH, GR, LAN-Michigan Collections; also LAN-Reserved Readings) **CD/FORMS PC**
- Torts** (KFM 4395 .T39) (AA, LAN Michigan Collection).
- Michigan Causes of Action Formbook** (KFM 4730 .A65 M523)
(AH, GR, LAN Michigan Collections; also LAN-Reserved Readings) **CD/FORMS PC**
- Michigan Litigation Forms and Analysis** (KFM 4730 .A65 H84)
(AH, GR, LAN Michigan Collections; and LAN- Reserved Readings) **Westlaw: MI-LITFRM**
- Am Jur Proof of Facts** (KF 8933. A42)
(AA, AH, GR Lower Level & LAN 2nd Floor) **Westlaw: AMJUR-POF**
- Shepard=s Causes of Action** (KF 8863 .S53)
(GR Lower Level & LAN-2nd Floor) **Westlaw: COA**
- Am Jur Trials** (KF 8915 .A74) (LAN 2nd Floor) **Westlaw: AMJUR-TRIALS**
- Personal Injury: Actions Defenses Damages** (KF 8925 .P4 P38)
(Lan 2nd Floor) **Lexis: Personal Injury Actions**
- Premises Liability: Law and Practice** (KF 1287 .L36 1987)
(Lan Lower Level) **Lexis: Premises Liability Law**

Court Forms, Court Rules (weeks 4-8)

Michigan SCAO Approved Forms (KFM 4730 .A65 M54) (AA,AH, GR & LAN-Strosacker)

Westlaw: MISCAO-FRM

Internet: courts.michigan.gov/scao/courtforms

Michigan Rules of Court (KFM 4729 .A194)

(AA, AH, GR & LAN Michigan Collections)

Westlaw: MI-RULES

Lexis: Michigan Court Rules

www.courtsofappeals.mijud.net/court/courtrules.htm

Courtroom Handbook on Michigan Civil Procedure (KFM 4735 .A39 M53)

(LAN Michigan Collection)

Michigan Court Rules Practice (KFM 4729 .A195)

(AH, GR & LAN Michigan Collections)

Westlaw: MICRP

Model Complaints, Orders, Notices and Proofs of Service (weeks 4-8)

Michigan Civil Practice Forms (KFM 4730 .A65 C53)

(AA, AH, GR & LAN Michigan Collections)

Westlaw: MI-CIVPRAC

Michigan Trial Court Filings (*online only*)

Westlaw: MI-FILINGS

Still Starting the Case- 2001 (KFM 4735.8 .C57 2001)

(AH, GR & LAN Michigan Collections)

Michigan Pleading and Practice (KFM 4730 .M52)

(AA, AH, GR & LAN Michigan Collections)

Westlaw: MI-PP

Andrews Underlying Court Documents (*online only*)

Westlaw: ANDREWS-DOC

Trial Pleadings (*online only*)

Westlaw: PLEADINGS

Discovery: Depositions, Interrogatories, Requests for Admission (week 4-6)

Pattern Discovery Premises Liab. (KF 8900 .D3276) (AA, AH, GR & LAN) Westlaw: PDPREML

Pattern Deposition Checklists (KF8900 .D312) (LAN 2nd Floor)

Westlaw: Pattern Deposition Checklists (PDEPC)

Preparing the Case: a Manual of Interrogatories (KFM 4737 .P74 1995) (LAN Mich Collection).

Deposition Strategy Law and Forms (KF 8900 .D47) (AH & LAN-2nd Floor)

Bender's Forms of Discovery (KF 8900 .A3 B4) (AA, AH, GR Lower Level, LAN 2nd Floor)

Lexis:** **Bender's Forms of Discovery**

Premises Liability: Law and Practice (KF 1287 .L36 1987)(LAN Lower Level)

Summary Dispositions (weeks 6-11)

Michigan Trial Court Filings (*online only*)

Westlaw: **MI-FILINGS**

Briefs Multibase (*online only*)

Westlaw: **BRIEF-ALL**

Petition for Writ of Certiorari to the Supreme Court (*online only*)

Westlaw: **SCT-PETITION**

Trial Motions (*online only*)

Westlaw: **MOTIONS**

Andrews Underlying Court Documents (*online only*)

Westlaw: **ANDREWS-DOC**

Lane's Goldstein Litigation Forms

Westlaw: **GOLDLTGFMS**

Determining How Much the Injury is Worth (week 9)

Michigan Trial Reporter (KFM 4255 .M5 M55) (AA, AH, GR & LAN Michigan Collections)

Westlaw: **MI-JV**

Lexis: **MI Trial Reporter**

Additional Jury Verdicts on Westlaw

Westlaw: **JVRPAT-JV**

Westlaw: **LRP-JV**

Westlaw: **JAS-JV**

JVR Personal Injury Valuation Handbooks (KF 1256 .A8 P4) (LAN Lower Level).

Westlaw: **LRP-JV**

Stein on Personal Injury Damages (KF 1257 .S742) (AA, AH, GR lower level & LAN lower level)

Westlaw: **STEIN**

Lexis Jury Verdicts and Settlements, Combined (*online only*)

Lexis: **Jury Verdicts and Settlements, Combined**

MODEL SEARCHES

COMPLAINTS, & ANSWERS with AFFIRMATIVE DEFENSES (Use Westlaw MI-FILING)

Here are some model searches that will bring up Complaints and Answers. The sample issue here is slip and fall, but your issue is likely something different. The part of the search that causes only complaints or answers to be retrieved is:

document type field, DT(....)

Complaint:

Slip! OR trip! /S fall! OR fell AND **dt(complaint)**

You could also use the: **MI-CIVPRAC** database, in that event you need to search the title field rather than the document type field, and so your search would be:

Slip! OR trip! /S fall! OR fell AND **ti(complaint)**

Answer:

Slip! Or trip! /s fall! Or fell AND dt(answer) AND affirmative /s defense

(NOTE: Most relevant complaints and answers will not contain the words “slip” and “fall” since this is only a complaint, but the /S connector is used here anyway in order to narrow our results to those complaints and answers which contain both words in the same sentence, and thus avoid irrelevant hits.

SUMMARY BRIEFS, MOTIONS, AND REPLIES (Use Westlaw MI-FILING)

Here are some model searches that will bring up motions, briefs, and reply to the motions. The sample issue here is slip and fall. Your issue will need to be adjusted. The core part of the search is the **document type** field, DT(....)

Brief for Summary (Sometimes there is also a Motion attached):

Slip! Or trip! /s fall! Or fell AND **dt(summary)**

Reply Brief to Motion for Summary:

Slip! Or trip! /s fall! Or fell AND **dt(reply OR response OR answer AND summary)**

Numbered **Motion** without the Brief (here we use the **BUT NOT %** connector):

Slip! Or trip! /s fall! Or fell AND **dt(summary AND motion % brief)**

NOTICES AND PROOFS OF SERVICE (Use Westlaw MI-PP)

ti(“proof of service” AND form)

ti(“notice of deposition” AND form)

ti(“notice of hearing” AND form)

ALTAVISTA or GOOGLE for Official Court Forms MC01 and MC326,

Go to www.altavista.com or www.google.com, and search:

mc 01 michigan

mc 326 michigan

Google is also an easy way to find: **filing fees, case codes and court rules** with these searches:

Michigan filing fees

Michigan case type codes

Michigan court rules

Michigan uniform citation