Wm. T. (Bill) Robinson III
American Bar President 2011 - 2012
135th President of the American Bar Association
3rd President from the Commonwealth of Kentucky
2nd President from Northern Kentucky
GOOGLE UPDATE: IMPROVING YOUR SEARCHES
Carol Furnish

Frustrated by thousands of search results or puzzled by all the new Google features?

This cheat sheet may improve your research and save you time!

USE THE GOOGLE ADVANCED SEARCH FEATURE

Google no longer automatically links to the Advanced Search template. Click on the gear image located on the top right corner of the page and select Advanced Search to access the feature.

GOOGLE ADVANCED SEARCH TEMPLATE

Searching - The template offers several search options: AND, OR, PHRASE SEARCHING, and PROXIMITY or AROUND(x). The AROUND feature, better known as a proximity search, allows you to search for terms close to each other and the AROUND operator must be in caps.

SAMPLE SEARCH: Kentucky AROUND (10) penal AROUND(10) reform.

SAMPLE SEARCH: The phrase eminent domain and add the words kentucky or KY.

File type - You can narrow your search results to a particular file type such as PDF, Excel, or PowerPoint.

You might find a PowerPoint presentation or a financial report which you can update.

Search within a site or domain - Use this option when you are looking for government studies/reports and when you want more "reliable" information from educational sources. You can restrict your search to websites that have .gov or .edu in the URL. You cannot use both .gov and .edu in one search.

SEARCH RESULTS

Google lists the search results on the right side of the page and offers additional search tips to the left of the page. Related Searches, Timeline and More Search Tools are all useful tools. You may find date information in your results, and this indicates when Google crawled the page, not when the information was posted.

See the example below.

THREE FAVORITES TOOLS:

Google Books - Full text books which Google scanned and stored in a digital database.

Google Alerts - Get free email updates on topics of your choice, i.e., news about your client and your firm.

Google Scholar - Full text academic articles, conference papers, some HeinOnline legal periodicals, and published opinions for state and federal courts.

GOOGLE SCHOLAR

Google Scholar allows you to locate full text scholarly literature across many disciplines. The resource provides many law re-
lated articles from HeinOnline. You can supplement your research with a trip to the Chase Law Library or call the Chase Law Library Reference Desk at 859-572-6484.

ADVANCED SCHOLAR SEARCH TEMPLATE

Find articles - The template offers several search options: AND, OR, PHRASE SEARCHING, and PROXIMITY or AROUND(x). You can use the where my words occur option to look for specific words within the title of the article. You can search by author, publication, and date. Remember that many web sources do not include publication dates, and a date-restricted search will not return these articles.

Collections - You can limit your search to specific subject areas such as business, medicine, or social sciences.

Legal opinions and journals - Use all the features near the top of the template to locate scholarly legal articles. You will find court cases, but there are other reliable tools for finding case law such as: Casemaker, legal websites, or Westlaw Patron Access (available in the Chase Law Library).

WAVE THE FLAG AND SUPPORT A CHARITY

NKBA

Boone, Campbell and Kenton County polling locations are in need of between 4 and 5 workers; each county needs an equal number of Republicans and Democrats to work the polls. (Independents cannot be poll workers at this time.) By law, each polling place needs a Democratic judge, a Republican judge, a clerk who signs voters in, and a precinct sheriff. Boone County has 51 precincts; Campbell has 66, and Kenton has 108.

A brief mandatory training period (usually two hours) and a long and exciting day at the polls - from 5:30AM until usually 7PM - is all that it takes to participate and you will earn approximately $125 for training and working at your poll, depending on the county.

The County Clerks and members of the Boards of Election in Boone, Campbell and Kenton Counties would welcome the help of the legal community to work at the polls. When asked about the value lawyers would contribute to the polling place, typical comments and thoughts included - intelligence, dependability, reliability, calmness under pressure, courteous and helpful, organized and cooperative, used to working long hours under pressure.

To sign up, please contact one of the following based on the county in which you reside.

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<th>COUNTY</th>
<th>POSITION</th>
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<td>620-0480</td>
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<td>802-6203</td>
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<td>MARTY HUELSMANN</td>
<td>341-4364</td>
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