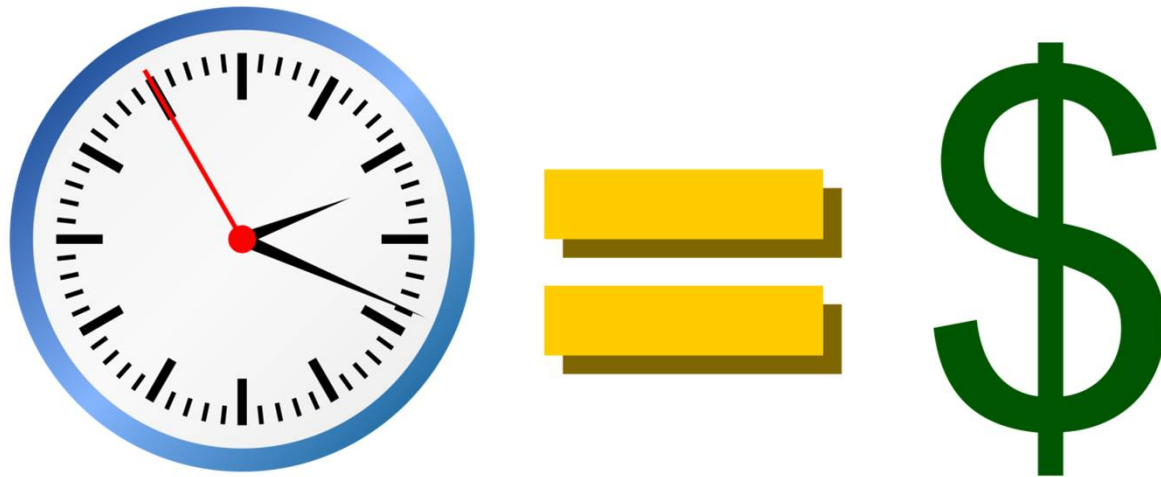


# Research Costs

a process improvement perspective



# Value

- Something the client will pay **you** for
- Done correctly the first time
- Physical output change

# LEGAL RESEARCH IS A PROCESS

The screenshot shows the website's header with navigation links (Home, About, Blog, Contact) and a search bar. The main navigation menu includes Research Essentials, Electronic Research, Statutory Research, and Writing & Analysis. The page title is 'Step-by-Step Legal Research Process'. The content is organized into a list of steps, each with sub-links. A sidebar on the right contains a 'Useful Links' dropdown and a list of links under the heading 'In this section'.

Home / Research Essentials / Step-by-Step Legal Research Process

## Step-by-Step Legal Research Process

- ▶ Plan and organize your research
- ▶ Use commentary to define & understand issues
  - ▶ Texts
  - ▶ Encyclopedias
  - ▶ Journals and seminar papers
  - ▶ Memorandums and factums
  - ▶ Wikis, blogs and newsletters
- ▶ Does a statute apply?
  - ▶ Researching BC Legislation
  - ▶ Researching Federal Legislation
- ▶ Search the case law
  - ▶ LawSource
  - ▶ Quicklaw
  - ▶ CanLII
  - ▶ Topical Collections
- ▶ Restate the issues and refine your strategy
- ▶ Review and assess the case law
  - ▶ Case citators

Useful Links

### In this section

- Step-by-Step Legal Research Process
- Plan and organize your research
- Use commentary to define & understand issues
- Does a statute apply?
- Canadian case law collections
- Restate the issues and refine your strategy
- Review and assess the case law
- Use finding tools
- Keep your research current
- Consider the law of other jurisdictions
- When to stop
- Importance of Legal Research
- Legal Research FAQs
- Canadian Legal Research Guides

# What can effect research process cost?

- Suppliers
- Inputs
- Process
- Outputs
- Customers

# Control the research process

- SUPPLIER INPUTS

- Understand the client's problem AND the outcome that they hope for
- What is the question your research is meant to answer
- Understand the **task** (your piece)
- Who are all the suppliers in your process (client, partner, librarian, your assistant, technology, the file)

# Control the research process

- INPUTS

- What tools are you going to use to find the answer
- How many tools do you need to use for this question
- What are the input **costs**

# Control the research process

- PROCESS
  - How are you going to do your search
  - What is your starting point
  - What is your end point
  - When will you stop
  - What **tools** and documentation are you using to make sure you get it right?

# Control the research process

- OUTPUTS

- How are you collecting your data as you go
- Downloading vs linking
- Do the work **once**
- What is the product (email, memo, factum)

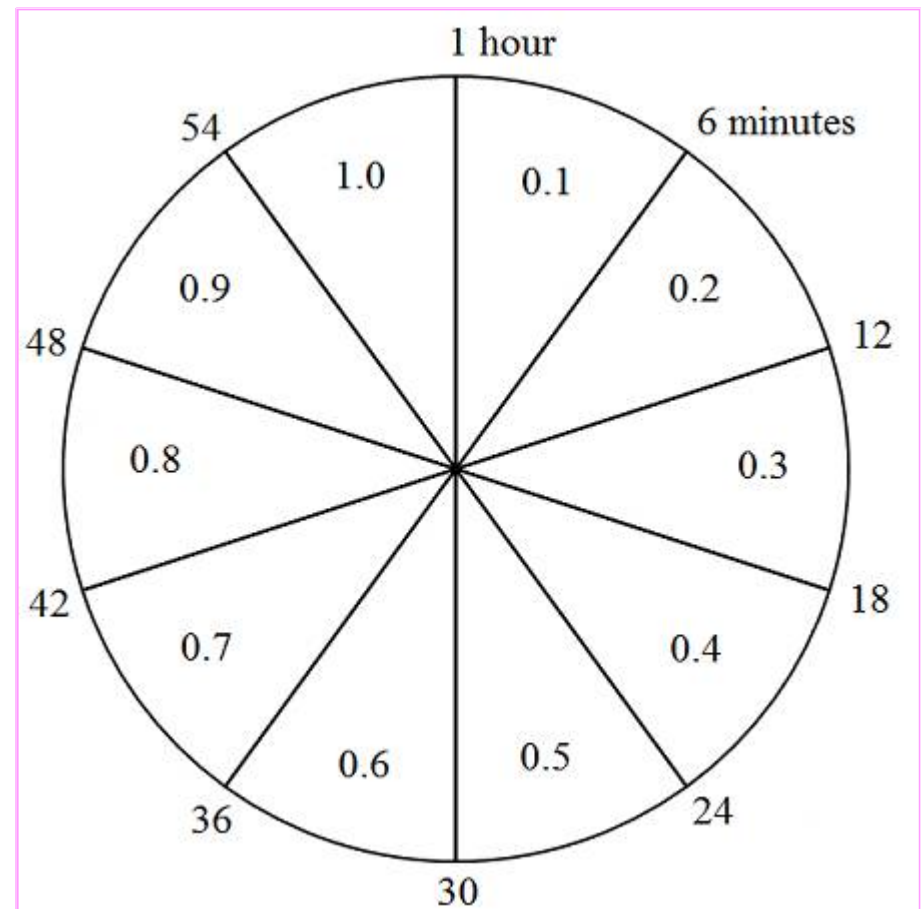


# Control the research process

- CUSTOMERS
  - Who is the customer
  - Did you answer the question
  - Is the work of a quality someone would pay for

# Ask

- Do we recover disbursements for legal research
- Am I being efficient



# Keep Improving

