1. Start at the Legal Studies subject guide: libguides.gvsu.edu/LS

2. In the Legal Databases box, click Westlaw.

3. Click on the cases tab, and then under Cases by State select Michigan.

4. Under State, select All Michigan State Cases.
5. Now that you’ve selected the appropriate materials and jurisdiction to search, **type a keyword related to the case you are looking for** in the main search box, and **hit enter**. The search below is searching **all Michigan State Cases** for cases about **swimming pools**.

![Search for Michigan State Cases with keyword](image)

*Extra Tip: Using quotes around your keywords searches the words together as one phrase.*

6. You can sort your results using the **Sort by** menu at the top and center of your results page, or **narrow your results using filters** on the left side of your screen. **Cases** are returned in the middle of your screen, and secondary or encyclopedic sources are located on the right side of your screen under **Related Documents**. **Beware of KeyCite flags** - these cases may no longer be good law.

![Sort by and Narrow Filters](image)

7. Click on the case to open it. To print or email the case to yourself, click the email/envelope icon in the upper right corner of the case and choose the appropriate menu option.