



TEXAS SOUTHERN UNIVERSITY  
Thurgood Marshall School of Law

# Thurgood Law Library



## Brown Bag Sessions

February 17, 2022 at 12 PM - Bluebook Review

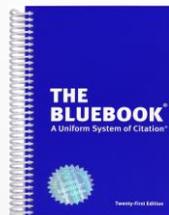
Meeting ID: 880 5706 5442 Password: 049431



*Presented by Law Library Staff*



Nanette Collins, Reference Librarian &  
Legal Research Instructor



Tara Long, Appointed Director &  
Lawyering Process Instructor



# Law Library General Information

## Hours & Contact Info

### LAW LIBRARY HOURS (School Year)

Day	Regular Hours	Reference Hours
Monday – Friday	7:30 a.m. – 9 p.m.	8 a.m. – 5 p.m.
Saturday	9 a.m. - 9 p.m.	9 a.m. - 2 p.m.
Sunday	12 p.m. – 9 p.m.	12 p.m. – 4 p.m.

### TMSL Library Remote Assistance

Ø Help by Phone  
Call 713-313-7125;  
713-313-1108  
\*Responses to  
messages  
within 2 business days.

Ø Assistance by Email.  
Send your requests to  
[lawlibraryhelp@tmslaw.tsu.edu](mailto:lawlibraryhelp@tmslaw.tsu.edu)  
Responses within 2 business  
days  
Ø Microsoft Teams  
[Law Library Reference  
Assistance](#)

Library hours change and are reduced or extended for holidays and certain times of the year. Please check the Library Facebook page and Circulation Desk for updates.

Circulation Desk: (713) 313-7125  
Reference Desk: (713) 313-1108

# Library Staff



**Tara N. Long**  
Director & Faculty  
Research Librarian



**Nanette Collins**  
Reference Librarian



**Patrina Epperson-Emmanuel**  
Circulation Librarian



**Daniel Samford**  
Systems Librarian

## Library Support Staff

**Denise Cebrun**  
Cataloging Clerk

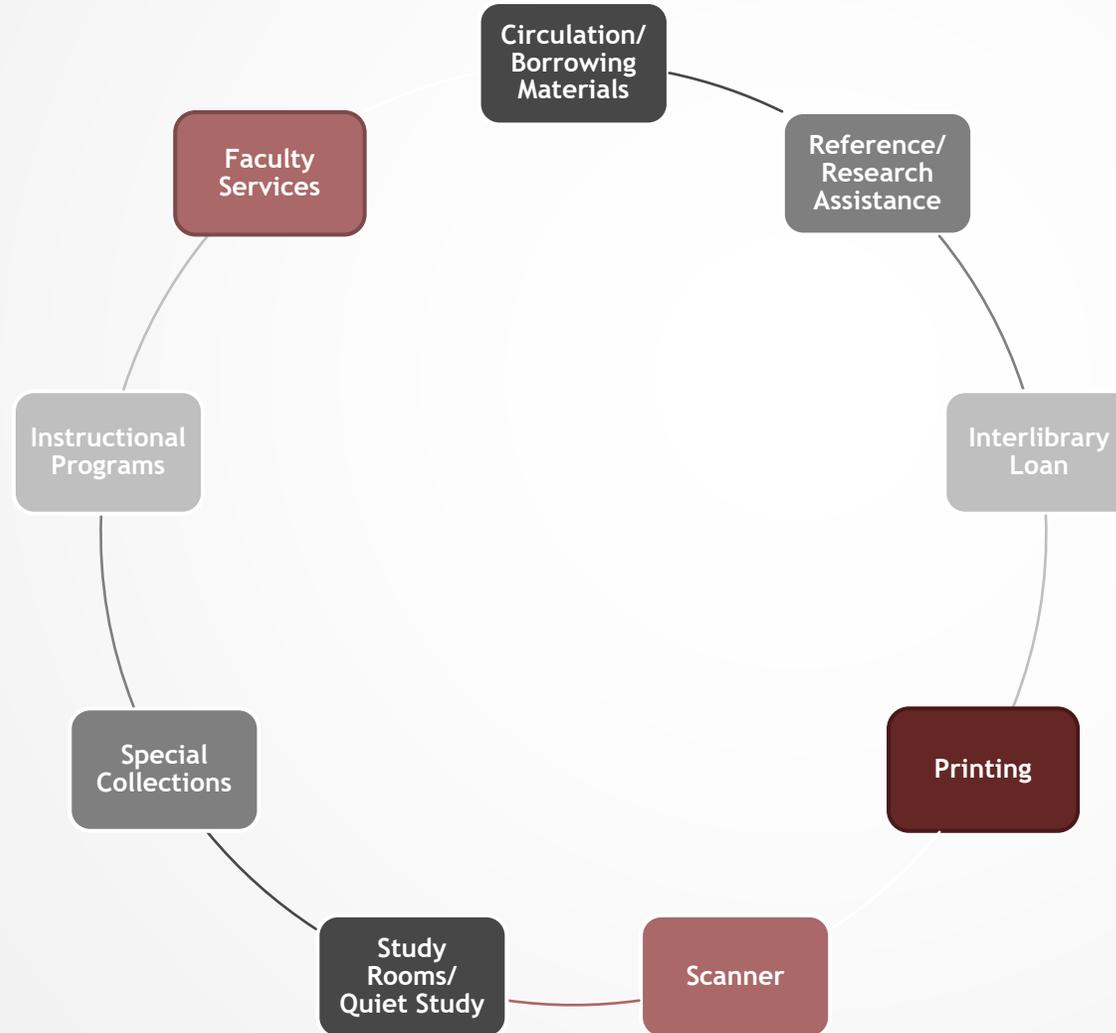
**Leslie Coleman**  
Senior Administrative Assistant-Legal

**Maia Ford**  
Loose-leaf & Upkeep Services Supervisor

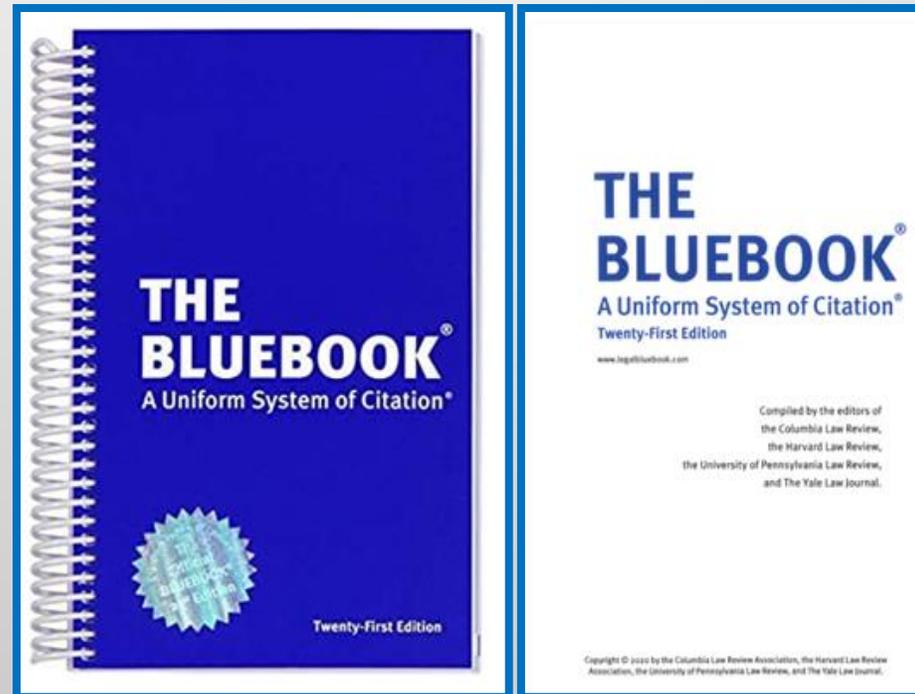
**James Muldrew**  
Mail Clerk

<b>Denise Cebrun</b> Cataloging Clerk	<b>Leslie Coleman</b> Senior Administrative Assistant-Legal	<b>Maia Ford</b> Loose-leaf & Upkeep Services Supervisor
<b>James Muldrew</b> Mail Clerk		

# Library Services



# AN INTRODUCTION TO CITING CASES ACCORDING TO



---

THURGOOD MARSHALL SCHOOL OF LAW LIBRARY  
SPRING 2022

---

## The Good News

---

- You do not need to memorize the Bluebook rules
  - You can always refer to the Bluebook
- Some citation forms are used so often that you will ultimately remember the correct format without referring to the Bluebook

---

## The Bad News

---

- Bluebook rules are nitpicky in the extreme
  - Example: The Bluebook instructs you to underline or italicize the entire case name up to but not including the comma that follows the case name, see p. 12, Bluepages Tip, B10.1.1(v)
- Using Bluebook citation form correctly requires a high degree of attention to detail
- Putting citations in proper Bluebook form takes more time than you might expect

SOME  
**BAD  
NEWS**  
AND SOME  
**GOOD  
NEWS**



Did you know that  
Attorneys cite  
more than most?  
We use Bluebook  
to cite.

---

# WRITING A CITATION

---

## A CITATION IS:

- A **reference to a source** from which an author derives their information.
- Attribution of unoriginal work to the **correct source**.

## A CITATION IN THE LAW IS:

- A **reference to a legal authority** such as a case, statute, rule.
- A reference to a **document in support of your argument**.

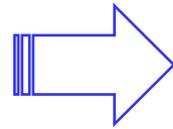
CMS  
BLUEBOOK  
BIBLIOGRAPHY  
AWL  
MLA  
APA  
WorksCited  
ENDNOTES  
FOOTNOTES  
CITATION

The picture below is of a blue heeler. According to dogster.com (2020) it is a herding dog that is extremely intelligent.

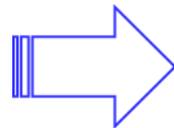


## A GOOD CITATION INCLUDES:

1. A **verifiable** reference.
  - It should be easy for others to find your authorities.
2. The use of **standardized** and **consistent** format.
3. All information necessary to determine the **weight of the authority**.



**Would you cite dogster in a law school paper? Why?**



**Would you cite wikipedia in a law school paper? Why?**

A screenshot of the Wikipedia article for "Blue Heelers". The page shows the Wikipedia logo, the title "Blue Heelers", and a table of contents. The table of contents includes sections for Overview, Plot, Cast, Production, and Reception. The Cast section is expanded to show sub-sections for Main cast and Recurring/semi-regular cast. The Production section is also expanded to show sub-sections for Conception and development, and Filming locations. The Reception section is also expanded to show a sub-section for 2004 Reviews: The Station.

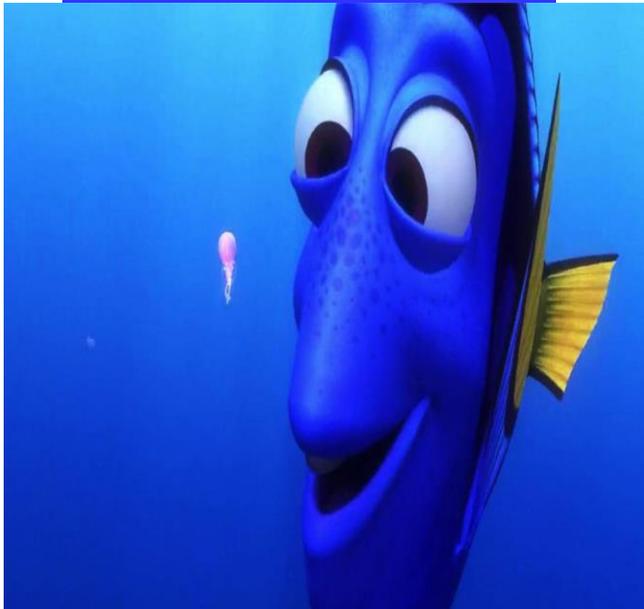
The blue pages contain citation forms for court documents and legal memoranda. The white pages contain citation forms for law journal footnotes and detailed rules on citation and style.

# ORGANIZATION OF THE BLUEBOOK:

- Condensed Table of Contents (outside back cover)
- Quick References are inside the book.
  - Academics – front of book
  - Practitioners – back of book
- Bluepages are **light blue**
  - B1 to B21
  - BT1 to BT2
- Citation Rules are the white pages in the middle.
  - General rules: R1 to R9
  - Resource specific rules: R10 to R21
- Tables & Abbreviations are **dark blue**
  - T1 to T16
- Index is made up of the white pages in the back.

Contents	
Preface	vii
Introduction	1
Structure of <i>The Bluebook</i>	1
General Principles of Citation	1
Getting Started	2
The Bluepages: An Introduction to Basic Legal Citation	
Introduction	3
B1 Structure of Legal Citations	3
B2 Typeface for Court Documents	6
B3 Subdivisions	7
B4 Short Citation Forms	8
B5 Quotations	8
B6 Abbreviations, Numerals, and Symbols	9
B7 Italicization for Style and in Unique Circumstances	9
B8 Capitalization	9
B9 Titles of Judges	10
B10 Cases	10
B11 Constitutions	17
B12 Statutes, Rules, and Restatements	18
B13 Legislative Materials	21
B14 Administrative and Executive Materials	22
B15 Books and Other Nonperiodic Materials	22
B16 Periodical Materials	23
B17 Court and Litigation Documents	24
B18 The Internet	26
B19 Services	27
B20 Foreign Materials	28
B21 International Materials	28
The Bluepages Tables	
BT1 Court Documents	29
BT2 Jurisdiction-Specific Citation Rules and Style Guides	30
BT2.1 Federal Courts	30
BT2.2 State Courts	45
BT2.3 Territories	56
Rules	
Rule 1 Structure and Use of Citations	57
1.1 Citation Sentences and Clauses in Law Reviews	57
1.2 Introductory Signals	58
1.3 Order of Signals	60
1.4 Order of Authorities Within Each Signal	61
1.5 Parenthetical Information	64
1.6 Related Authority	65
Rule 2 Typefaces for Law Reviews	67
2.1 Typeface Conventions for Citations	67
2.2 Typeface Conventions for Textual Material	67

Dori thinks  
that you  
should check  
out B1.1, pages  
3-4 for an  
example!



## CITATION SENTENCE

*Example*

False imprisonment is willful detention of a another without that person's consent.

*Employer v. Employee,*  
123 P.2d 456, 458  
(Mont. 1985).

*A Citation Sentence needs the same structure as any other sentence:*

- *Punctuation and spacing is mandatory.*
- *Sentences start with a capital letter and end with a period*

## V. CITATION CLAUSE

*Example*

In *Employer v. Employee,* 123 P.2d 456, 458 (Mont. 1985), the court held that false imprisonment is willful detention of a another without that person's consent.

# 3 COMPONENTS OF BASIC CASE CITATION Rule 10 & B10

Subsequent history, if any, is located inside the parenthesis of a basic case citation.

## 1: Case Names

*Rule 10.2*

&

*B10.1.1*

## 2: Published source of the case

*This refers to where to find the case.*

*Rule 10.3*

&

*B10.1.2*

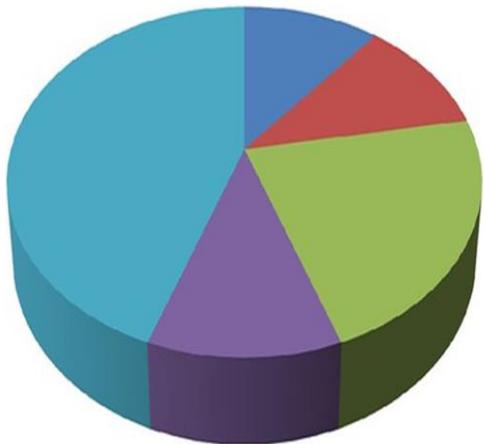
*Sometimes called the address of the case.*

## 3: Parenthetical Information

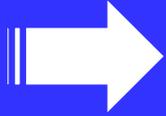
*This refers to the Court and year of decision.*

- ✓ Court – Rule 10.4 & B10.1.3
- ✓ Courts Geographical Location – Rule 10.4 & B10.1.3
- ✓ Year the case was decided – Rule 10.5 & B10.1.3

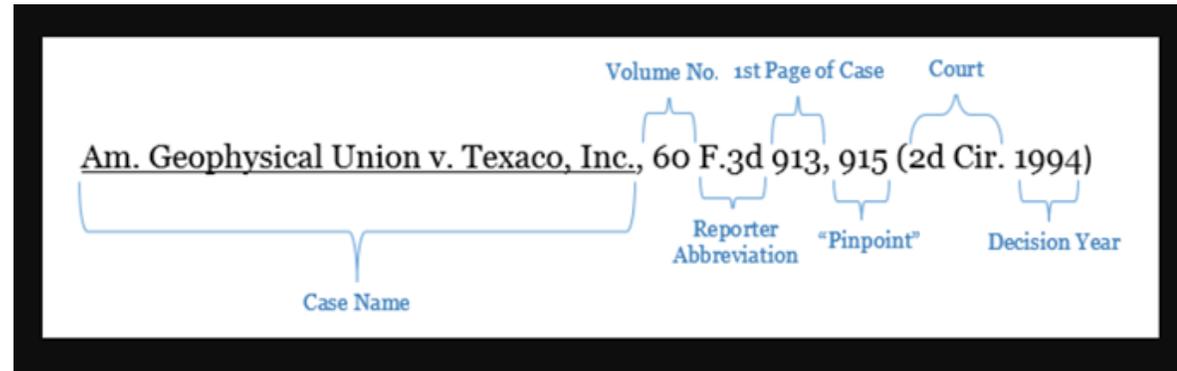
*The citation may be followed by other parenthetical information, such as subsequent history of the case.*



# CASE CITATION EXAMPLE:



The case name can be in *italics* or underlined.



## KNOW THE CITATION STRUCTURE

1. Case Name
2. Published Source of the Case
3. Parenthetical Information



Component 1:  
Case Name

# WRITING CASE NAMES

## Italicize or underline B2 & Rule 2

Usually X v. Y format  
where X is the plaintiff,  
petitioner, appellant, etc.  
and Y is the defendant,  
respondent, appellee (but  
check local rules)

## Abbreviating B6, B10, Rule 6, 10 & T6

In citation sentence (citation is after  
your sentence) abbreviate all possible  
words (even first) per T6 except  
geographical names of parties  
(B10.1.1(v) & Rule 10.2.2).

- *Fed. Sav. & Loan v. Smith*, 117  
S.W.2d 54 (Tenn. 1999).

In a citation clause (a citation in the  
middle of a sentence) abbreviate only  
words from B10.1.1(vi).

- Federal Savings & Loan v. Smith,  
117 S.W.2d 54 (Tenn. 1999).



To abbreviate  
geographical units  
& states use *T1*

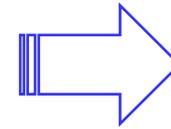
*T1* is also useful for  
showing court names  
and abbreviations.



# CASE NAMES

## TO ABBREVIATE OR NOT TO ABBREVIATE

**DO**  
**ABBREVIATE**



**DON'T**  
**ABBREVIATE**

- Words listed on T6
- Widely known acronyms such as:
  - NAACP, NLRB, AARP, CIA (*Rule 6.1b, B10.1.1(v) and 10.2.1c*)
  - 8 words listed in *B10.1.1(vi) & Rule 10.2.1c* such as “Co.” “&” “No.”
- Any Geographical Unit listed in T10 unless the unit is a named party (*B10.1.1(v) & Rule 10.2.2*)

- States, countries and geographical units listed in T10 **when named as a party to the lawsuit**
  - Ex: *City of Houston v. . . . .*
- For Case Names **in Textual Sentences**, See *B10.1.1(vi)* on Page 12.
- “United States” when it is a party to the Lawsuit. *Rule B10.1.1(v)*

Remember that there is a distinct difference between abbreviating a case name, and omitting parts of a case name.



# OMISSIONS FROM CASE NAMES

## B10.1.1(i) – (iv) Rule 10.2.1(a) & (b)

- Alternative names
  - D/B/A or A/K/A
- References to multiple parties such as “et al”
- All procedural phrases except the first which is abbreviated to “ex rel.” or “in re” (note the period)
- Duplication in business designation
  - Don’t use “Co. and Inc.” or “Ltd. and Corp.”
    1. Jones, Inc.
    2. **Not** Jones, Inc. Co.

## Rule 10.2.1(d) – (f)

- “the “ as the first word in a party’s name
- Descriptive terms such as “plaintiff” or “trustee”

## Geographical Terms

- Omit “of America” in United States of America:  
*United States v. Gonzalez*, 566 U.S. 123 (1984).  
**Not**  
*United States of America v. Gonzalez*, 566 U.S. 123 (1984).
- Omit “State of,” “Commonwealth of,” or “People of”  
*Texas v. Spears*, 423 U.S. 221 (1952).  
**Not**  
*State of Texas v. Spears*, 423 U.S. 221 (1952).
  - BUT, if you are in a state court and that state is a party, then drop its name:
    - *State v. Spears*, 423 Tex. 221 (1952).
    - *State v. Spears*, 517 S.W.2d 190 (Tex. 1950).
    - Not *State of Texas v. Spears*, 423 Tex. 221 (1952).

## Component 2: Published Source

# USING PUBLISHED SOURCES

## Case Located in a Published Source

- This usually refers to a book called a case reporter (because it reports cases).
- How to find the case:

*Party1 v. Party2*, 123 F.2d 456 (Court + date).

Volume #      Abbreviated Book Name      Page #



- It can also be a reference to an electronic location:
- Example of an electronic reference:

*Party1 v. Party2*, Nos. 06 Civ. 1234 (WHP), 2007 WL 1234567, at \*89 (S.D.N.Y. Sept. 24, 2007).

## Published Source / Book Names B10.1.2 & Rule 10.3

- *Federal Supreme Court Cases* are in:  
*U.S. or S. Ct. or L.E. or U.S.L.W.*
  - Cite in this order of preference*
  - Do not use parallels*
- *Federal Court of Appeals cases* are in:  
F., F.2d or F.3d
  - ALWAYS use legal ordinals, not 2nd or 3rd**
- *Federal District Court cases* are in:  
F. Supp., F. Supp. 2d or F. Supp. 3d
- *State cases* are in specific reporters as well.



## Component 2: Published Source

Pay attention to  
format.

Every detail is  
important.

# Reporter and Geographic Abbreviations

## SPACING

### B6 & Rule 6

- Close up all adjacent single capital letters
  - N.W.
  - S.D.N.Y.
- Do not close up single capital letters with longer abbreviations
  - D. Mass.
  - F. Supp.
- Ordinals are treated like single capitals (no space)
  - F.3d
  - S.E.2d
  - A.L.R.4th

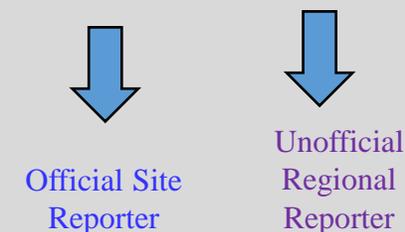
## PARALLEL CITES

### Rule 10.1.3(v)

A parallel cite can occur when the same case is published in two or more books.

- Federal Cases: Do not parallel cite
- State Cases: Use parallel cites *when a state's Local Rules require them* – B10.1.3

Smith v. Jones, 231 **Mont.** 73, 330 **P.2d** 590 (1987).



## Component 2: Published Source

A pinpoint cite is  
the actual page  
you are quoting.

# Focus on PAGE NUMBERS

## PINPOINT

Use a pinpoint  
whenever  
possible when  
citing material  
from a specific  
page.

Ex: 231 Mont.  
73, 79

## FIRST PAGE

What to do when  
the information  
came from the  
first page.

Ex: 231 Mont.  
73, 73

## PAGE SPANS

If numbers  
consist of three  
or more digits,  
drop any  
repetition, other  
than the final two  
digits.

Ex: 100 – 06  
Ex: 1979 – 87



## Component 3: Parenthetical Information

On October 11,  
1981 the 11th  
Cir. was split out  
of the 5th Cir.  
*Rule 10.8.2*

# PARENTHETICAL INFORMATION

## COURT JURISDICTION

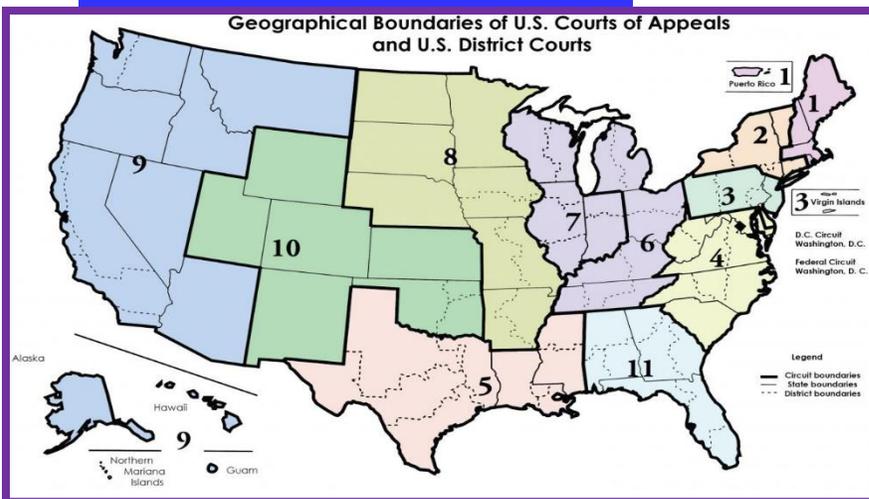
### FEDERAL COURTS

Supreme Court  
Do not include  
name of deciding  
court (1999).

Court of Appeals (13)  
Eleven by number, two  
by name:

(7th Cir. 1999) or  
(D.C. Cir. 1999) or  
(Fed. Cir. 1999)

District Court (94)  
District and state  
(E.D. Tenn. 1999)  
*See BT2*



Component 3:  
Parenthetical  
Information

# PARENTHETICAL INFORMATION

## COURT JURISDICTION

### STATE COURTS

Include the name of  
the State  
abbreviated  
according to T1.  
(S.C. Ct. App. 1999).

Include the name of  
the court abbreviated  
according to T1.  
(Tex. Crim. App. 2005).

Include the year the  
case was decided.  
(N.Y. App. Div. 1987).



---

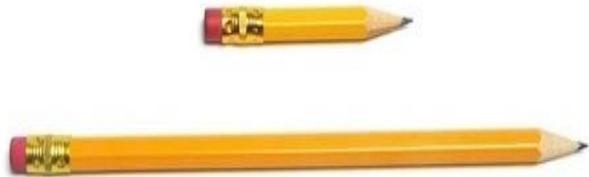
# SHORT FORM CITATIONS

---

It's all in the  
**details.**  
Pay attention to  
format.  
Every detail is  
important.

- The first time you cite to a case, use its full citation
- Thereafter, use one of these forms of short cites:
  - United States v. Chandler, 414 U.S. at 343
  - Chandler, 414 U.S. at 343
  - 414 U.S. at 343
  - Id. at 343
  - Typically, use the first party's name in a short form citation, but do not use United States as a short form

- Use Id. only if there are no intervening cases
- Ex: The court affirmed the judgment. Smith v. Wells, 42 So. 2d 832 (Fla. 1999). The plaintiffs were awarded \$10,000. Id. at 833.
- Note that the period after Id. is underlined
- **See:**
  - *Rule B10.2*
  - *Rule 10.9*



---

# SHORT FORM EXAMPLES

---

- Full: Foster v. Monroe, 24 F. Supp. 2d 871, 873 (E.D. Pa. 2009).
- Short citation where there are intervening citations: Foster, 24 F. Supp. 2d at 874.
- Short citation where there are no intervening citations, and the pincite referenced is different from the preceding citation: Id. at 876.
- Short citation where there are no intervening citations, and the pincite referenced is the same as the preceding citation: Id.



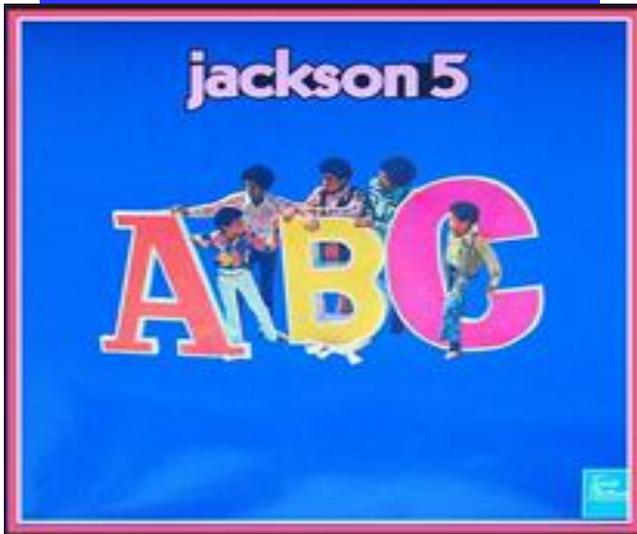
---

# SHORT FORM FOR UNREPORTED CASES

---

- *Rule 10.9(a)(ii)*
- For cases only on Westlaw or Lexis, use the unique database identifier in the short form.
- **Lexis Example**
  - **Long Form:** Albrecht v. Stanczek, No. 87-C9535, 1991 U.S. Dist. LEXIS 5088, at \*1 n.1 (N.D. Ill. Apr. 18, 1991).
  - **Short form:** Albrecht, 1991 U.S. Dist. LEXIS 5088, at \*1.
- **Westlaw Example:**
  - **Long form:** Kvass Constr. Co. v. United States, No. 90-266C, 1991 WL 47632, at \*2-3 (Cl. Ct. Apr. 8, 1991).
  - **Short form:** Kvass, 1991 WL 47632, at \*3.





AS EASY AS:

1-2-3:

1: FIND IT

2: ABBREVIATE IT

3: CITE IT

Court	Reporter(s)	Reporter Abbreviation	Parenthetical Information	Sample Citation
SCOTUS B10.1.2 B10.1.3 R. 10.3 T1	United States Reports (official) Supreme Court Reporter Supreme Court Reporter, Lawyer's Edition United States Law Week	U.S. S. Ct. L. Ed. Or L. Ed. 2d U.S.L.W.	YEAR ONLY Anything else is redundant	<i>Brown v. Bd. of Educ.</i> , 347 U.S. 483 (1954). Cite to U.S. because its official.
U.S. Court of Appeals BT2 B10.1.2 R. 10.3 T1	Federal Reporter Federal Reporter 2d Federal Reporter 3d	F. F.2d F.3d	Court name: - 11 by Number - 2 by Name Year	<i>Bloch v. Ribar</i> , 156 F.3d 673 (6th Cir. 1998).
U.S. District Courts B10.1.2 R. 10.3 T7 T10	Federal Supplement Federal Supplement 2d Federal Supplement 3d	F. Supp. F. Supp. 2d F. Supp 3d	Court Name – See T7 and T10 for abbreviations EX: E.D. Mo. (Eastern District of Missouri) Year	<i>Playboy Enter., Inc. v.            Frena</i> , 839 F. Supp. 1552 (M.D. Fla. 1993).

The date used is the year of the cited code edition. For Texas it is 2021. Look at the fine print under the name and section number of the code.

---

## CITING CURRENT TEXAS STATUTES

---

- *Rule B12.1.2 of the Bluebook*
- Texas is re-codifying its statutes into subject matter codes but the recodification is not complete. Cite some laws to their individual codes and some to the Vernon's Texas Civil Statutes Annotated.
- The abbreviations for the statutes and codes of Texas can be found in T3 on page 288.
- A citation includes 1) the abbreviated name of the code 2) the cited section number 3) the year and publisher of the code.
- **Examples**
  - Tex. Educ. Code Ann. § 26.005 (West 2021).
  - Tex. Rev. Civ. Stat. Ann. art. 581-4 (West 2021).



Pursuant to R12 of the Bluebook (page 120), including a date at the end of a federal code citation is now **OPTIONAL**.



# CITING A FEDERAL STATUTE

- Refer to Bluebook Rule 12 and B12 for citing statutes
- Citing the Official Code is Preferable(Bluebook p. 120)
- A citation of an official or unofficial code includes
  - 1) the title number
  - 2) the abbreviated name of the code
  - 3) the section symbol and section number
  - 4) the publisher for codes published by non-governmental agencies
- EXAMPLES:**
  - 15 U.S.C. § 1311
  - 15 U.S.C.A. § 1311 (West)
  - 15 U.S.C.S. § 1311(Lexis)

---

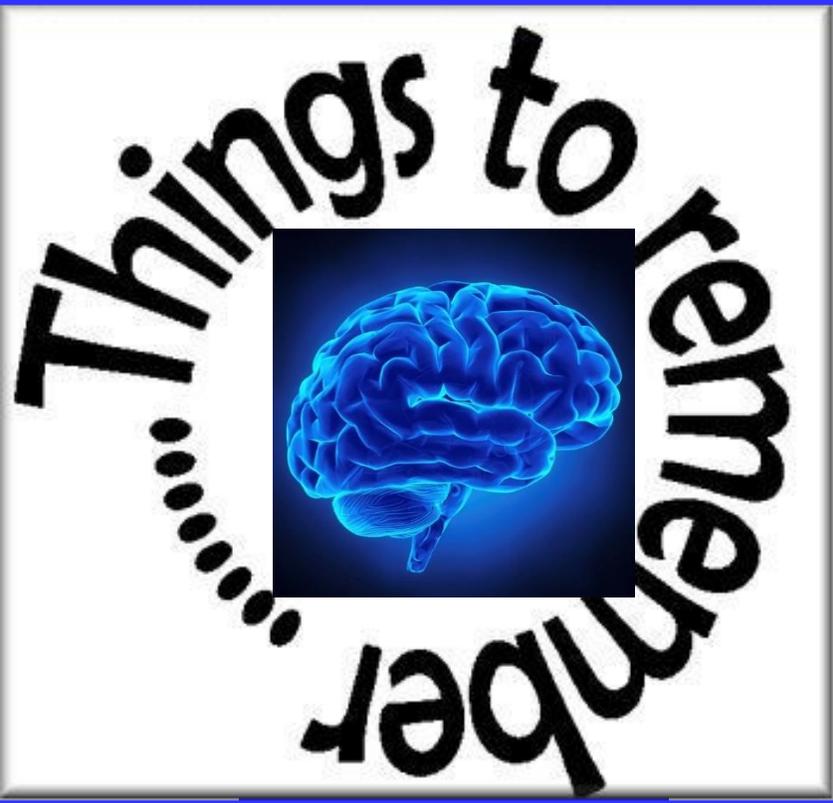
# THINGS TO REMEMBER

---

WHEN CITING

## Avoid These Common Mistakes

1. Make sure you include a pinpoint citation if you are citing a specific section of the case.
2. Do not copy citations from databases or the reporter. They do not have to follow (21th ed.) *Bluebook* Rules.
3. The comma after the case name is not italicized or underlined.



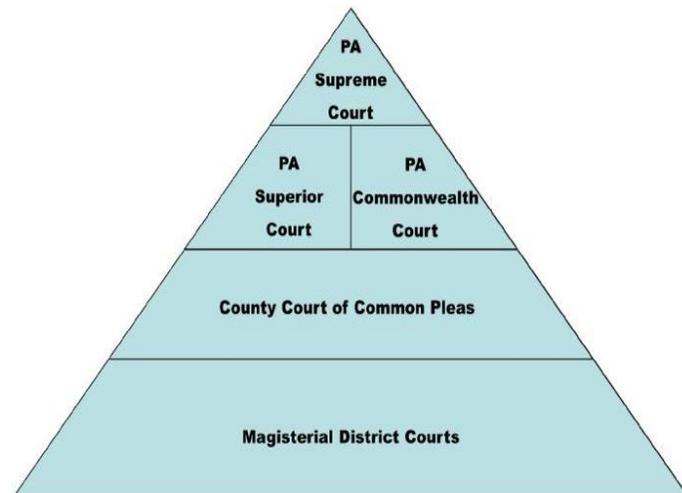
It is also important for you to learn how to cite so you can read a citation.

It is important to know the court, jurisdiction and date of a case.

# ONLINE CITATION TOOLS

- As every law student knows, putting citations in Bluebook format is a hassle. If you are not using a citation manager to insert your citations into your paper in Bluebook format, you can get some help from Westlaw, Lexis Advance, and other websites. **However, none of these services or websites work perfectly, so you still have to double-check all citations.**
- Lastly, citation services may not cover local citing rules required by some jurisdictions, such as Texas, so you will still have to check the Bluebook and local citing rules to cite correctly.
- When you are in private practice, you may not have access to Lexis or Westlaw.

Court Structure



# Questions?

## Reference Hours

**Monday – Friday** (8:00 AM – 5:00 PM)

**Saturday** (9:00 AM – 2:00 PM)

**Sunday** (12:00 PM – 4:00 PM)

- ▶ Telephone at (713) 313-7125; (713) 313-1108
- ▶ Email: [lawlibraryhelp@tmslaw.tsu.edu](mailto:lawlibraryhelp@tmslaw.tsu.edu)
- ▶ Chat in Microsoft Teams - [Law Library Reference Assistance](#)
- ▶ Zoom meeting request by setting up an appointment; call (713) 313-7125



*Please fill out the evaluation survey after this presentation.*