

Animal Law Review

at Lewis & Clark Law School

THE ALR SOURCE-CHECKING CHALLENGE: WHAT TO EXPECT

By source checking for *Animal Law*, you can build your resumé *and* get a jumpstart on legal research and citation. Outstanding source checkers will be invited to join the *Animal Law* staff the following year.

The Challenge:

You will have one week to complete the test—edits to a portion of an article with errors—using the following resources:

- A more detailed version of this guide
- *ALWD Citation Manual*—available in the ALR suite
- *The Texas Law Review Manual on Usage and Style*—available in the ALR suite
- *Creature Book*—provided in PDF form (this is ALR's own citation manual supplement)
- ALR Copy Code
- ALR Suite Code

Instructions:

REMEMBER to TRACK CHANGES!

- There will usually be a Track Changes button on the top menu bar or under the Tools dropdown menu in Microsoft Word. If you have any issues with finding it, just let us know.

As Necessary, Make the Following Changes:

- Footnotes
 - Insert a footnote when necessary to support a factual assertion
 - Change the format of footnotes according to *ALWD* and/or *Creature Book*
 - Make sure the cited source supports the statement made in the article (this involves pulling and copying sources, discussed below)
- Substance
 - Change spelling and grammar according to the *Texas Law Review Manual*, and/or *Creature Book*
 - Check quotations for accuracy

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- Don't rewrite the article! We don't want to lose the author's voice; just revise when it is necessary. You can always add a "comment bubble" noting areas where you weren't sure if a change needed to be made.
- ALWAYS CITE THE RULE YOU'RE USING (if the change is not obvious) so we can look it up afterwards

Pull Sources:

- For each footnote, you must "pull" sources
 - Sources that are available in hard copy form (such as statutes and cases) need to be copied from the hard copy—use the photocopier in the library and our copy code
 - For sources that are only available online, you may print
- You must also provide a photocopied / printed copy and highlight the relevant pages and sections
 - You must include copies of pages containing all of the information required for the citation (author, title, etc.), as well as the cited portion of the material
 - Use colored sticky labels to mark the photocopied / printed items with which footnote they correspond to.

Submit:

- Word document:
 - You will e-mail your edited copy, which will be assigned a number to be graded by us anonymously.
- Photocopied / printed sources:
 - Staple and tab the copies of sources you made.
 - Put your name on the front (these will also be made anonymous before grading).
 - Put them in mailbox in the Animal Law suite.

Questions?

Contact the ALR Form & Style Editors: Nick (nicklawton@lclark.edu) or Melissa (melissayoung@lclark.edu)