**Exercise 2.1 Generating Search Terms**

**Chart 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Categories of information** | **Initial search terms** | **Increased breadth (synonyms or related terms)** | **Increased depth (varying degrees of abstraction)** |
| **Parties involved**• Describe parties according to their relationships to each other (e.g., landlord and tenant) |  |  |  |
| **Places and things**These can include the following:• Geographic location (e.g., Pennsylvania)• Type of location (e.g., school or church)• Tangible objects (e.g., automobiles)• Intangible concepts (e.g., vacation or reputation) |  |  |  |
| **Potential claims and defenses**If these are not apparent, consider the following:• Parties’ conduct (acts done and not done)• Parties’ mental states• Injury suffered |  |  |  |
| **Relief sought by the complaining or injured party** |  |  |  |
| **Additional categories:** |  |  |  |

**Chart 2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Categories of information** | **Initial search terms** | **Increased breadth (synonyms or related terms)** | **Increased depth (varying degrees of abstraction)** |
| **Parties involved**• Describe parties according to their relationships to each other (e.g., landlord and tenant) |  |  |  |
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| **Relief sought by the complaining or injured party** |  |  |  |
| **Additional categories**: |  |  |  |