## Legal Question Board: Searching & Posting Questions

## What is the Legal Question Board?

- An online database where you can:
  - o Find the answers to legal questions that have already been asked; and
  - o Post your own legal question if it has not already been answered.
- You must have a TJCTC log-in to use the legal board.
- Where you find it: https://www.tjctc.org/tjctc-resources/legal-question-board.html

## Tips for Searching on the Legal Question Board

(We ask that you always try searching first before posting a new question!)

- Think about your search terms. You want to use a search term that will narrow down your search results, but one that is not too specific.
  - o <u>Example</u>: If you are looking for info related to an order to vacate—"Eviction" will return hundreds of answers. "Order to vacate" is too specific. "Vacate" would be a great search term to get you the answer you need.
- Think about different ways a topic might be written when searching, like if it can be abbreviated or if there is more than one way you can refer to something
  - o Example: "Occupational Driver Licenses" or "ODL".
- Use the time frame search option if a topic has undergone recent legislative changes.
  - o *Example*: For "*Truancy*," search from September 1, 2015.
- Click to view your search results in descending order so that you get the most recent answers first.
- When searching the legal questions, you must click "View" to see the full answer.
- If your search query brings up more than one page of questions, click the numbers at the top or bottom to see more questions.

## Tips for Posting a Question on the Legal Question Board

(Only do this if you have already searched and did not find what you were looking for)

- If you have multiple questions, enter each one separately.
- Write out your questions with full words as well as abbreviations (if applicable). That way, future users can easily search for your question and find our answer.
  - o Example: Write both "Occupational Driver Licenses" and "ODL"
- Give us as much *relevant* detail as possible, including what kind of case it is, what has happened so far, and the related statute/rule number (if applicable).
  - Example: If asking what the maximum fine is for an offense that has been filed in your court, tell us the statute for the offense that is listed on the ticket/complaint (i.e. "Transportation Code 545.066").
- **Example Question**: You have a criminal case in your court where you have already entered a judgment of conviction, the defendant has not paid their fine/costs, and you want to know how long you have to wait before you can report them to OMNI.
  - o **Good Question**: Criminal case, judgment of conviction entered 45 days ago. Judge determined that defendant can pay, so no payment alternatives were ordered. Defendant has not paid any of the fine/costs. How long before we can report them to OMNI?
  - Bad Question: When can we report a defendant to OMNI?