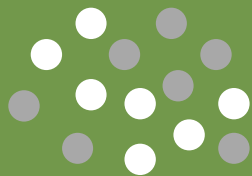




HOW TO RESEARCH LARGE FIRMS

With approximately 325 offices from 100 law firms participating in OCI I, conducting meaningful research on each might seem like an impossible task—and it is. This guide will help you narrow the field of firms to research, identify those that might be your best matches, and dig deeper into each.

NARROW THE FIELD



Think about the easiest or most important filters you can use to distinguish between firms. Often, these will be geography, practice areas, and selectivity.

① NARROWING THE FIELD Consider what you want in a firm + what the firm wants in its candidates.

In this first stage, you'll want to narrow down your list based on easy-to-obtain information and easy-to-determine filters. Typically, students start with the following:

- Geographic location
- Availability and strength of [practice areas](#)
- Relative selectivity*

Some helpful resources to get started at this stage include:

- [Chambers & Partners](#)
- [NALP Directory of Legal Employers](#)
- [Vault Guides](#) (use your Georgetown credentials)
- [Benchmark Litigation](#)
- [IFLR](#)
- Any regional resources available on [Georgetown's OCI I page](#) or [Legal Markets](#) pages
- Firm's [GPA history](#) (found on the OCI I Page). Use this information to determine relative selectivity.

TIP: Keep track of your research on a spreadsheet. This helps organize your research and target firms you'd like to investigate further.

* The above are not set filters you *must* consider. The following also may be helpful differentiators:

- national and regional reputation;
- size of firm/office/summer class;
- training and mentoring opportunities;
- method by which practice areas are assigned;
- firm culture;
- and/or pro bono opportunities

2 TAKING A CLOSER LOOK Now that you have a universe of firms that a) you like and b) may be interested in you, dig deeper to determine which might be the best fit – both to get you the job and make sure you’re in a position to succeed in the job.

The factors you consider here – as with the first step – will depend greatly on your professional goals and personality.

There are no right or wrong answers regarding which (if any) of the filters from Step One you should prioritize. Just be sure that you’ve given serious thought to what matters most to you, and focus your research on that. The point of this step is to learn more and eventually show your research to firms.

Our Annotated Resource List (below) contains a number of web resources to help you dig deeper, but these are some of our favorites:

- [NALP Directory of Legal Employers](#)
- [Chambers & Partners](#)
- [Chambers Associate](#)
- [Vault Guides](#) (use your Georgetown credentials)
- [American Lawyer](#)

Once you’ve learned as much as you can from external resources, you can and should start exploring individual law firm websites. While much of the information on these sites is prepared by their marketing departments, you can learn a lot about firms by exploring their websites. To make the most of it, follow these steps:

1. Start with the “About Us” section. Pay attention to what the firm seems to value.
2. Look at how the firm is structured across offices and within practice areas.
3. Read attorney bios to learn what kind of matters they work on and which clients they work with.
4. Browse the “News” section to determine how and what the firm communicates with clients.
5. Review the “Careers” section to learn about the summer program, diversity initiatives, pro bono work, training and mentoring



MAKE CONNECTIONS



At this point, you’ve exhausted the written resources and have identified some favorites. Attend events and conduct informational interviews to fill in holes and to build

3 MAKING CONNECTIONS Nothing will make a firm’s culture and practice come alive better than talking to an attorney with experience working there. It’ll also help show your interest at the interview stage.

Start by attend events and panels the firm may be hosting/attending. Then get to a 1:1 informational meeting. Because the process of informational interviewing is so time-consuming, it is best to wait until you’ve exhausted the web resources before reaching out. Once you do, try personal or family connections, upperclassmen, alumni, or recruiting departments to learn more.

You should review our [networking resources](#) for more specific information, but these tips can help you get started:

- Ask why they chose that specific firm. Check to see if the firm’s marketing squares with reality.
- Ask specific questions pertaining to the culture: Open doors? Group lunches? Social activities after

OCS RESEARCH RESOURCE LIST

This list contains some of our favorite resources for researching firms in preparation for fall recruitment. Use the key below to help you differentiate between them at a glance.

- ★ Essential information (e.g. firm size, location, hiring practices, contact information)
- ◆ Culture/Lifestyle
- ◆ Financial Health/Trajectory
- ◆ News and Events
- ◆ Market Reputation & Strengths
- ◆ Practice Area Research
- ◆ Geographic Market Research
- ◆ Find Practicing Attorneys
- ◆ Rankings

Symplicity ★

Use Symplicity to upload your resume and enter employer bids for OCS and OPICS recruitment programs. You can also use it to review firm profiles and to find specific information regarding particular employers' interview preferences. Access Symplicity through the OCS website or the link below.

<https://law-georgetown-csm.symplicity.com>

NALP Directory ★◆

The NALP Directory is a user-friendly, searchable website containing brief firm profiles, demographics, and primary practice areas for large law firms. The NALP Directory also provides anticipated hiring numbers for the upcoming summer and year, compensation for summer and new associates, billable hour requirements, and data on partnership patterns.

www.nalpdirectory.com/

Firm Websites ★◆◆◆

Each firm's website contains valuable information regarding its office, attorneys, practice areas, summer program, etc. At a minimum, before you interview with a firm, you should review its website. While they're primarily designed to attract business and recruit talented attorneys, firm websites do provide a window into how the firm views itself and how it positions itself in the industry. Pay attention to the number of attorneys in a given practice area or office, browse the "news" or "client alerts" sections to get a better sense of the firm's priorities.

Firm Websites cont. ★◆◆◆

Use the attorney bios to research your interviewers, to find Georgetown Law alumni, and to get a sense of the firm's client base and major engagements.

Chambers and Partners ◆◆

This website provides various guides to the legal profession in the US, the UK, and globally. *Chambers USA Guide* ranks and describes top firms and attorneys by practice area in narrative form for every state in the US. In addition, the website has *Chambers Global Guide*, *Chambers UK Guide*, and *Chambers UK Student Guide*.

<http://www.chambersandpartners.com/>

Chambers Associate ◆◆◆◆

Here you'll find surveyed-based information presented in narrative form about a selection of large firms around the country. Search by practice area, geographic location, or firm name. The surveys cover associate life (quality/volume of work; hours; culture), areas of firm expertise, and information including benefits packages and national hiring practices.

www.chambers-associate.com/

Legal500 ◆◆◆◆

This wide-ranging tool provides information about law firms and legal markets around the globe. Legal500 contains practice area reviews that report on major recent developments in a given field. It also presents qualitative assessments of law firms' strengths and the names of leading lawyers in various practice areas.

www.legal500.com/

Benchmark Litigation ◆◆

With a focus on litigation practices in the United States, Asia, and Canada, Benchmark litigation provides tiered rankings and qualitative firm information derived from interviews with litigators and their clients.

www.benchmarklitigation.com

Vault ◆◆◆◆

Access to Vault is free when you use this [link](#) and register using your Georgetown email address. *Vault* profiles and ranks large national law firms, with a heavy emphasis on the prestige of the firm. *The Vault Guide to the Top 100 Law Firms*, contains qualitative information about firms, and *Vault* publishes other guides that may be useful, such as regional guides and guides to different practice areas.

American Lawyer ◆◆◆◆

The American Lawyer publishes an annual Mid-level Associates Survey as well as a Summer Associate Survey, both of which focus on "quality of life" metrics. The Am Law 100 is a ranking based on the financial health and profitability of firms. The American Lawyer also publishes articles regarding the latest happenings in the legal industry, including firm mergers, hot practice areas, and the state of the legal market. Articles pertaining to specific law firms are searchable by firm name. Use this [link](#) and log in with your GULC email/password.

Bloomberg BNA ◆◆

The Bloomberg BNA guides, available on the Georgetown Law Library website, contain in-depth research regarding cutting-edge issues in specific areas of the law.

IFLR1000 ◆◆◆◆

The Internet Financial Law Review publishes guides and rankings that focus on business and financial law. Client interviews generate information about firms and markets from around the globe. www.iflr1000.com/

Westlaw ◆

A Westlaw password will be needed to log in. When on the website, a guide to *The One-Hundred Largest U.S. Law Firms* and links to several professional organizations can be accessed through the Careers page.

<https://lawschool.westlaw.com>

LinkedIn ◆

Martindale-Hubbell ◆

Use the Advanced Search feature on both websites to find Georgetown Law alumni working in certain firms, cities, or practice areas.

<http://www.linkedin.com/>

<http://www.martindale.com/>

Georgetown University Law Center Summer Feedback Surveys ★◆

The surveys contain law students' evaluations of their summer experiences with specific employers. To access these surveys please log into Symplicity and use the "Summer Evaluations" link in the "Shortcuts" section to conduct your search.

OCS Top Geographic Market Pages ◆◆

The [Geographic Market Pages](#) will help you to begin exploring the top nine geographic areas that Georgetown Law graduates have selected in recent years. Each provides a brief description of the geographic location, information regarding current "hot" practice areas, suggested resources, and the area's largest law firms.

OCS Practice Area Pages ◆

Each page provides a brief description of the practice area and the type of work lawyers in that area do, as well as suggested resources and example employers.

Many mid-sized and boutique will recruit on a calendar similar to large firms. Check out OCS's [Small and Medium Firms page](#) for guidance particular to these employers.