

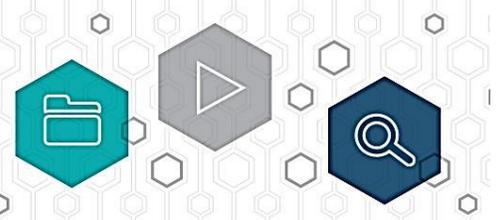


Browse the Resource Library

Search and find content & media when you need it.

Build a knowledge base of industry best practices, sample documents, spreadsheets, pictures, videos and more.

Search →



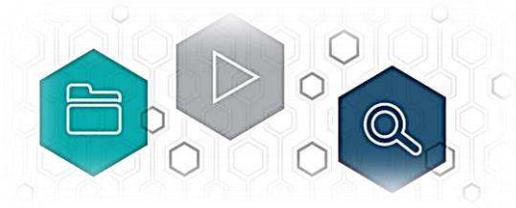
The NACA listservs/communities are your best resource for finding both the information and the documents and samples you need. There are almost 3,000 different documents posted to community libraries by your fellow members. You can either go directly to the library of each community or do a site-wide search to find the most documents.

How to search for resources

1. Go to the NACA community website at <http://community.consumeradvocates.org/browse/communitylibraries>. You will be asked to login. Use the same information to login as you would for the NACA website.
2. Once on the library page, type your search terms in the search bar at the top right of the page with the magnifying glass. If you wish to search for a phrase that contains more than one word, you'll need to put quotes around it, or else the system will search by each individual word. For example, searching **motion to compel** will bring up all results containing any of those three words, but searching **"motion to compel"** will bring up results for that specific phrase.

You can add additional search terms in the search bar with a "+" or "and" in between the terms for entries that should contain both search terms. You can also use "-" or "not" to eliminate entries that contain particular words you don't want. For example, **"motion to compel"+FDCPA** will bring up motions to compel relating to FDCPA, while **"motion to compel"notFDCPA** will bring up motions to compel on all subjects but FDCPA. Be sure NOT to include a space in between the search terms.

3. You will now be brought to the page with your results for you to refine. Along the left side, there are more ways to refine your search, including by:
 - Content Type
 - Discussion—Posts within a community
 - Discussion Thread—Several discussions on the same topic linked together
 - Library Entry—Attachment to a response or discussion that was automatically uploaded to library
 - Library Entry—File—File directly uploaded to a community library
 - Community (Listserv)—You will see results from other listservs, but to access these items you will need to join the listserv(s) at on the Listservs/Community section of the member portal <https://www.consumeradvocates.org/member-portal> and clicking on the box(es).
 - Author
 - Has Attachment
 - File Types
 - Comments
 - Created
4. Every "Refine by" checkbox you click will update the results.



An example of a search (the number of results will vary slightly)

Let's say you want to find a sample motion to dismiss for an FDCPA case.

1. Type in **"motion to dismiss" FDCPA** in the search box at the top right.
2. Now the results page shows 185,105 results. Way too many to go through. So now refine the search by choosing the Content Type: Library Entry and Group: FDCPA List on the left side. This brings the number to 4,735, which is still too many.
3. At the bottom of the "Refine by" left column, there is the "Created" option, which allows you to decide how recent or old you want the sample to be. Click on the "Within One Year" link. This gives you 12 sample motions to dismiss related to FDCPA from the last year.