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LAW LIBRARY BRIEFS



The College of William and Mary
Marshall-Wythe Law Library

Volume 1, Number 1

October, 1989

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IN BRIEF

INAUGURAL ISSUE

The inaugural issue of *In Brief*, the Marshall-Wythe Law Library's first venture into the field of newsletter publishing is hot off the press. Our goal in initiating a newsletter is to disseminate information concerning the law library to the law faculty, law students and other patrons. Data describing and explaining: new sources of legal information; additional equipment purchased to aid library patrons locate information, provide instructional programs, or copy information found; staff profiles to aid patrons in directing their questions to the proper individual; legal trivia; and answers to interesting legal questions received by the reference department, will be included.

We hope the addition of a newsletter will assist patrons in learning of the various sources of legal and non-legal information available to them in the library. The publication schedule provides for two issues during the Fall semester and two issues during the Spring semester.

Suggestions are welcomed and we hope you find the newsletter helpful.....MR

Marshall-Wythe Copy Cards: Custom copy cards printed with "Marshall-Wythe Law Library Copy Card" are on order. They should arrive before the end of the semester. The cost of a new card will not increase, so plan to purchase a custom card when they arrive.....MR

Copy Card Dispenser: The company which supplies the copy card readers attached to the photocopiers also sells a Cashier (card dispenser) which we recently purchased. It should arrive soon. You will no longer need to have your card reprogrammed at the circulation desk, but may use the cashier to reprogram your card by using cash. New cards may also be purchased from the cashier. Checks to purchase and reprogram cards will still be accepted at the circulation desk.....MR

Public Access Copiers: Don't forget that a fourth public access copier, with a copy card box attached, is now located on the second floor in room 246.....MR

Class Handouts: The Circulation Department is not responsible for class handouts. Faculty members give class handouts to Gloria Todd in the Law Administrative Office who sends them to be duplicated. When handouts are ready, Gloria places them in the "Handy Handout Holder" located in front of the Circulation Desk.....BF

24 Hour Access to Westlaw and Lexis: Mead Data Central and West Services, Inc. have both announced they will provide 24 hour access to their research services. You can now access both services at any time.MGH

Tele-Communications Update:As part of the library's new tele-communications configuration, four PC terminals in the computer lab will allow users to dial in to Westlaw, Lexis/Nexis, and VTLS (LION). The data transmission part of the new phone system is scheduled to become operative the weekend of November 10. If you have questions regarding access to any of the databases by personal computer, please see Mary Grace Hune in the Reference Department.....MGH

Library Remodeling: The sounds of hammers, saws, and drills (but hopefully not workers' talking) evidence that the library renovation project is in full swing. While the project is slated for completion by November 11, it is hard to believe that the remaining work can be completed in less than a month. However, if the world was created in 6 days Your patience during the construction is appreciated, and, when the project is completed, we hope you will appreciate the ambiance of a quieter, gentler library.....JSH

Law in Film: The law library is pleased to announce the beginning of a new "Law in Film" series. Several times each semester students, faculty, and staff will be invited to view a law-related film on the law school's projection television. A faculty member will introduce the film and identify interesting issues to look for during the film. After the showing, the faculty member will lead a discussion of the film.

Jayne Barnard will kick off the series with Kramer v. Kramer later this month. Day and time will be announced soon.....JSH

LION UPDATE

On Monday, October 2, 1989, two new features were added to LION, the library's online card catalog. The two features, word and Boolean searching, should enhance the use of the LION system. Pamphlets are available at the

terminals to help in understanding the commands necessary to access these new features.

The word searching feature indexes words in an author's name, book titles, subject headings and other "fields" on a catalog record. Word searching allows you to enter a word with a **w/** command. It is no longer necessary to know the exact title or author's exact name to locate Marshall-Wythe or Swem Library holdings.

Boolean searching, with the use of a **b/** command, allows patrons to combine previous word searches, then link them with an **and (&)**, **or (+)**, or **not (-)** command. This serves to broaden, narrow, or restrict an earlier search. See the example below.

Example:

w/legal	5,541 entries
w/writing	1,437 entries
b/1 & 2	66 entries

Remember, however, that all library materials are not yet entered into the LION system. You must still consult the card catalog for some materials. If you have questions concerning these two new features, feel free to ask the Reference or Circulation Staff for help.....MR

CD-ROM PRODUCTS AVAILABLE IN THE LAW LIBRARY

WHAT IS CD-ROM?

CD-ROM stands for Compact Disc Read Only Memory. Similar to an ordinary digital audio compact disc, the CD-ROM is a peripheral data encoded device capable of storing large amounts of information on a five inch disc. The information is digitally encoded and may be optically read by a laser beam which scans the disc at high speed.

The equivalent of an entire encyclopedia can be stored on a single disc.

When the CD-ROM playback hardware is attached to a personal computer the information can be retrieved almost instantly from any part of the compact disc. In this way multiple volumes of information are scanned in one search, negating the need to move from volume to volume, as would be required by the use of traditional print sources. Depending on the type of software and the configuration of the installation, the full text of each encoded document may be retrieved by the use of key word search techniques similar to searches performed on Lexis and Westlaw. Other databases may allow only topic or index term access. In combination with word processing and the use of online databases, CD-ROM provides access to information more quickly and conveniently than most print sources. While the CD-ROM is currently designed to supplement, not replace, traditional print sources, it is likely that in the future entire libraries may be stored on discs occupying the space of a single shelf of books. CD-ROM convenience is already available in the law library in two reference sources.....RB

THE LEGALTRAC SYSTEM

The quickest way to find recent (post-1980) law journal articles is through the LEGALTRAC system. Produced and distributed by the Information Access Company, LEGALTRAC indexes articles from over 700 legal periodicals, including law reviews, bar journals, and legal newspapers. Information is stored on CD-ROM and accessed through a personal computer. Nine annual index volumes, providing access to articles published from 1980 to the present, are currently stored on a single disc.

Articles may be searched by subject, author and title, with cross references to aid in finding related topics. Additional LEGALTRAC search topics include case names, personal names, geographic places and statutes. A successful search produces

a list of articles indexed under the chosen topic, arranged with the most recent articles listed first. Printing a citation is as easy as pressing a button.

LEGALTRAC's greatest advantage over print indexes is convenience. Rather than paging through several index volumes, a researcher can use LEGALTRAC to scan automatically all entries from 1980 to the current month. In addition, related topics (or sub-topics) may be searched without turning a page or changing volumes. LEGALTRAC also "remembers" the order in which previous topics were searched. Through use of a "backtrac" key, it is possible to return in reverse order to each related topic searched.

A new feature available on LEGALTRAC indicates whether a cited periodical is available in the Marshall - Wythe Law Library. In one step it is possible to research a given topic over a nine year span, to search all related topics and subtopics in the same process, and to print out a list of citations, complete with a special notation under those cited periodicals which are held by the Marshall - Wythe Law Library.

Students and faculty who have not used LEGALTRAC to supplement their periodical research should consider the convenience of this service. To receive training in the basic use of LEGALTRAC, or for tips on how to make searches on LEGALTRAC proceed more smoothly, contact Rick Buchanan or Mary Grace Hune in the Reference Department.....RB

LIBRARY ACQUIRES WEST CD-ROM LIBRARIES

West Services, Inc. has introduced a new chapter in the book on legal research. The new West CD-ROM Libraries is a legal research service that combines the capabilities of personal computers and traditional book research. Through the use of computers and the new CD-ROM technology you can access large amounts of information on particular topics, browse through the information as you would a book, switch from document to document,

and incorporate the information into a word processing document, all without leaving your desk.

Content of West CD-ROM Libraries

West CD-ROM Libraries combine various types of information in specific topical areas. At this time the Marshall-Wythe Law Library has received libraries on bankruptcy, federal civil practice, government contracts, and federal taxation. The types of information in the libraries include case reports, statutes and administrative regulations, forms, pattern jury instructions, rules of procedure and evidence, and treatises.

Familiarity of Book Research

Like book research you can use tables of contents and indexes to locate information on the CD-ROM and read it as you would a book, browsing through the material page by page. If you see an interesting cite while you are reading, just use the cursor keys to highlight it and automatically the document will appear on your screen.

Power of Computerized Research

West CD-ROM Libraries also work with the power of your personal computer. Because the libraries work with your computer, you can search for information on a disc using WESTLAW-like techniques. The service also provides access to information available online on the Westlaw computers to update the information you find in the CD-ROM Libraries. The service allows you to also electronically copy any part of any document into your personal computer file, adding your own notes to the information. Finally, you can convert it all to your word processing document.

Availability and Use

The West CD-ROM Libraries are installed on computer #19 in the Computer Lab and are available to faculty and students. In the near future a West representative will be in the Library to demonstrate the use of the West CD-ROM Libraries. Until then, if you have a question about the West CD-ROM Libraries please see Mary Grace

Hune or Rick Buchanan in the Reference Department.....MGH

INTERLIBRARY LOAN

Are you familiar with the Interlibrary Loan service available at the Law Library? If you are in need of a book that is not in our collection or a copy of an article from a periodical to which we do not subscribe, we will obtain it for you in a timely fashion from the nearest source. We can also request an interlibrary loan for a book missing from the collection or an article from a missing journal. Book requests are filled at no cost to you whatsoever. Photocopies may incur a charge from the lending library although some libraries offer free copies on a reciprocal basis.

Due to a great computer system, we are now able to borrow materials for you much faster than in the "old days," from a wide variety of libraries and a greater geographical area. Since obtaining necessary material could make all the difference to the paper on which you are working, we encourage you to take advantage of the ILL system. Please stop at the circulation desk any time during the day or evening and request an ILL form, which is easy to complete. Address specific enquiries to Joan Pearlstein between 4 P.M. and 11 P.M., Sunday through Thursday. I look forward to helping you!.....JP

JOB ANNOUNCEMENT

Westlaw Student Representative

The Law Library is searching for a responsible individual to serve as the student representative for Westlaw Services beginning January 8, 1990. The student representative will work with the Online Services/Reference Librarian and the Westlaw Academic Representative to provide assistance to the Marshall-Wythe students in the use of Westlaw. The successful applicant must have proficiency in the use of the Westlaw online research services and excellent communication skills. Interested individuals should submit a resume to Mary Grace Hune in the Reference Department by October 27, 1989.