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Museletter: December 1998

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MUSELETTER

THIS ISSUE:

<i>Library Hours</i>	1
<i>Faculty Publications</i>	1
<i>Copier Jams</i>	2
<i>Printing Concerns</i>	2
<i>Computer Tip</i>	2
<i>Carrels for Spring, 1999</i>	2

SEMESTER BREAK LIBRARY HOURS

Dec. 18, 1998 – Jan. 10, 1999

Fri., Dec. 18	7:30 a.m.-7:00 p.m.
Sat., Dec. 19	CLOSED
Sun., Dec. 20	CLOSED
Mon.-Wed., Dec.21-23	7:30 a.m.-7:00 p.m.
Thurs.-Sun., Dec.24-27	CLOSED
Mon.-Thurs., Dec.28-31	7:30 a.m.-7:00 p.m.
Fri.-Sun., Jan. 1-3	CLOSED
Mon.-Fri., Jan. 4-8	7:30 a.m.-7:00 p.m.
Sat., Jan. 9	CLOSED
Sun., Jan. 10	Resume Regular Hours



Spring, 1999 Semester - Regular Hours

Sunday	10:00 a.m. - Midnight
Monday - Thursday	7:30 a.m. - Midnight
Friday	7:30 a.m. - 9:00 p.m.
Saturday	9:00 a.m. - 9:00 p.m.

Students & Faculty —

The Law Library
Staff Wishes You a
Happy & Safe
Holiday Season
&
a Successful
New Year!

New Faculty Publications

Ronald J. Bacigal, *Choosing Perspectives in Criminal Procedure*, 6 Wm. & Mary Bill Rts. J. 677 (1998).

W. Hamilton Bryson, *Virginia Circuit Court Opinions* (volume 45).

John Douglass, *Beyond Admissibility: Real Confrontation, Virtual Cross-Examination and the Right to Confront Hearsay*, ___ Geo. Wash. L. Rev. ___ (1999) (forthcoming).

Rodney A. Smolla, *Smolla and Nimmer on Freedom of Speech* (1998 Supplement); *Federal Civil Rights Act* (1998 Supplement); *Constitutional Law: Structure and Rights in our Federal System* (1998 Supplement); *Rights and Liabilities of Publishers* (1998 Supplement).

Peter N. Swisher, *Family Law: Cases, Materials, and Problems* (2d ed. 1998)(with Anthony Miller and Jana Singer).

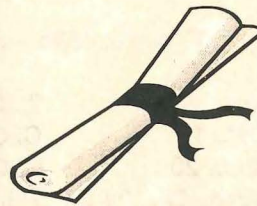
DECEMBER GRADS & STUDENTS REGISTERED FOR THE CLINICS

Please remember that you need to empty your carrels and return your keys to Mrs. Barlett in the Law Library Administrative Office (L17) prior to leaving for the holidays. If you are graduating, but staying to prepare for the February bar exam, contact Mrs. Barlett (289-8225; barlett@uofrlaw.richmond.edu).

Students who are registered for the clinics next semester must change to carrels in the clinic. Your carrels are needed for those coming out of the clinic. Students who are leaving the clinic for the Spring semester should see Mrs. Barlett about getting a carrel in the library. We appreciate your cooperation.

CIRCULATION DEPARTMENT ALERT: COPIER JAMS

In the past few weeks, the new copier on the first floor have been damaged. A repairperson has replaced three belts due to patrons trying to fix paper jams. We appreciate your efforts, but please do not open the machine and attempt repairs yourself. You risk getting burned or shocked if you touch the wrong parts of the machine. Plus, your efforts to clear the jams cause damage to the belts. Consult one of the Circulation Desk staff for help. Thank you for your cooperation.



**December, 1998
Grads -**

**Congratulations &
Best Wishes!!**

SAVING TREES: NETWORK PRINTING CONSIDERATIONS

The SBA Library Committee, chaired by **Everett Lupton** and **Joy D'Asaro**, has been meeting with library staff members to discuss printing in the library's Computer Lab. The Committee and the library administration are considering methods to address concerns about the volume of printing in the lab and excessive printing by some users. Based on figures from Q-Counter (a program used on the network to record number of pages printed), the average number of pages printed per student between mid-August and the end of October was approximately 485. The low end is zero!!! But the high end was more than 8,000 pages.

Here are some issues to consider.

- ◆ Limit printing of e-mail messages to the most important ones;
- ◆ Disable banner pages (instructions appeared in the Oct./Nov. *Museletter*, and are located on the "Answer to Computer Questions" Noticeboard);
- ◆ Use "cut and paste" techniques in word processing applications and e-mail (Windows 95 allows this feature for most computer programs.); and
- ◆ Prepare drafts in single-space and convert to double in final form only.

One exciting new development also will help address some printing problems. Next semester standalone Westlaw and Lexis printers will be located in the Computer Lab for student use. Student Westlaw and Lexis print jobs should be sent to these printers. (Both vendors are supplying equipment, paper, toner, and repair services.)

BEYOND REBOOTING : COMPUTER TIP OF THE MONTH Determining "Word Count"

Whether you are required to provide a word count for your exam, or are just curious about the length of an article you have written, follow these easy steps in WordPerfect to determine just how "wordy" you have been:

1. Click on "File"
2. Click on "Properties"
3. Click on "Information"
4. The second entry is for "Words."