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## Museletter: April 1999

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# MUSELETTER

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## IT'S TAX RETURN TIME!

On March 8, 1913, the Internal Revenue Service began to levy and collect income taxes. Sixty-six years later, the procrastinators are facing tax filing requirements. Fortunately, the IRS, along with many other government entities, provides access to tax forms, publications, and information about electronic filing at its World Wide Web site: [www.irs.ustreas.gov/](http://www.irs.ustreas.gov/).

The Commonwealth of Virginia also has a site with useful tips, frequently asked questions, and forms. Point your browser to [www.state.va.us/tax/tax.html](http://www.state.va.us/tax/tax.html) to find Virginia's contribution to the "information superhighway."

## THE NEXT GENERATION OF ONLINE SERVICES: TREATISES & LOOSELEAFS

For over two decades, vendors of online *legal* databases have led the industry in producing full text databases. Prior to that, vendors such as Dialog offered only bibliographic services. Newspaper databases have since moved from bibliographic to full text databases. Legal researchers expect and are willing to pay dearly for the added value of full text and comprehensive databases. Librarians frequently hear from information hungry patrons requests such as "Why isn't there comprehensive coverage of state decisions?" or "Why aren't court papers available?"

Both Lexis and Westlaw are moving toward more full text options. The newest offerings are treatises, looseleaf services, and restatements. Lexis has added 140 Matthew Bender looseleaf titles such as *Collier on Bankruptcy*, *Current Legal Forms with Tax Analysis*, *Chisum on Patents*, and *Moore's Federal Practice*. These titles can be found under "Secondary Sources" and "Matthew-Bender Treatises and Materials." In addition, Lexis has added Commerce Clearing House (CCH) titles such as *Federal Securities Law Reporter* and *Federal Banking Law Reports*. Unfortunately, the CCH looseleafs are not available through the academic accounts. Westlaw has for several years offered access to the Practising Law Institute course handbooks and the *Restatements*. They recently added two very valuable treatises, Rotunda and Nowak's *Treatise on Constitutional Law (CONLAW)* and *Newberg on Class Actions (CLASSACT)*.

These additions will affect libraries and researchers in several ways. Firm libraries that are Lexis or Westlaw subscribers will consider canceling the print versions of the sources. They will weigh the "user friendliness" of the print version vs. the costs of the subscription, maintenance, and storage.

More importantly, the size of the database and the nature of the publication will affect the search strategy. Lexis, for example, offers an option to look at the Table of Contents or do a search after you have accessed the database. This gives the user an opportunity to use the database like a book by looking at the Table of Contents and linking from there to the appropriate section. Westlaw does not provide the contents option, but when you use "contents" as a search term in *Newberg*, for example, you will retrieve the text of the full Table of Contents as the search results. A researcher may or may not find these options helpful, but these tools are useful if you want to narrow your search results.

The paperless library is still a concept librarians look at futuristically, but additions of major treatises to Lexis and Westlaw will accelerate the possibilities for many practitioners.

## APRIL DATES IN LEGAL HISTORY

April 4, 1818: Congress approved the first flag of the U.S.

April 11, 1968 President Johnson signed the Civil Rights Act of 1968



*“As knowledge evolves, it is organized differently to correspond with current understanding.”*

## ASK DR. CATALOG

- Q. Why are some of the shelves empty on the third floor? Where is the collection going?**
- A.** Dr. Catalog is very busy reclassifying the JX, International Law collection. The Library of Congress found the JX classification to be unmanageable, particularly the United Nations materials. So, the good people at LC, particularly an energetic lawyer-librarian named Jolande Goldberg, set about to make international law better organized.
- Q. Where are the JX titles going?**
- A.** JX has been replaced by two new schedules, JZ and KZ, and continued use of a schedule already developed, K. JZ is International Relations, KZ is International Law, and K is Uniform and Comparative Law. Most of the JX books will stay on the third floor; they will just be in different places. The JX books that get classified into K will be on the second floor.
- Q. Why is reclassification necessary?**
- A.** The understanding of knowledge changes. Early in the development of the LC schedules, the focus was primarily on history. Law was regarded as a discipline of history. As knowledge evolves, it is organized differently to correspond with current understanding. Law is currently regarded as a discipline in its own right.
- Q. When will this all end?**
- A.** We hope that the JX reclassification will be completed by June 1999--and are working feverishly toward that goal.

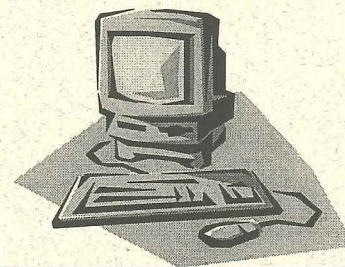
## LAB PRINTING OPTIONS

Printing charges for queues to the lab printers above 300 copies went into effect on April 1, 1999. There are several considerations, which will save you time and money:

- Use the Lexis and Westlaw printers wherever possible. To connect to the Westlaw standalone printer, refer to *The Compass*, available at the kiosk across from the Circulation Desk. Lexis and Westlaw printer queues are tied to your password. If you have a printing concern, or require other vendor support, bring your password to the lab, and pick up the appropriate direct phone for assistance.
- University employees are not responsible for the maintenance of the Lexis and Westlaw printers. As soon as there is an indication of "toner low" in either system, please contact either David Falcon (Lexis) or Jennifer Coates (Westlaw) by e-mail to alert them of the situation. The Computer Help Desk assistants also will check the situation hourly.
- If you experience a problem with the laser printers in the lab, the Computer Help Desk and Reference Librarians are prepared to document your problem for credit to your account. Please provide the pages that were not satisfactory.

REMINDER -

**300 COPIES ON  
THE LASER  
PRINTERS ARE  
FREE!!**



## NATIONAL LIBRARY WEEK

National Library Week is April 11-17. The University's law librarians contribute to the profession beyond the walls of the Law School - locally, regionally, and nationally.

Director **Timothy Coggins** currently is chair of the committee that puts together the program for the American Association of Law Libraries' Annual Meeting, which will be held in Washington, D.C. during July, 1999. He also has served as President of the Southeastern Chapter of the AALL, has served as chair of several other AALL committees, and currently is a Director of the Virginia Association of Law Libraries' Board. Deputy Director **Joyce Manna Janto** has served as President of both the Virginia and Southeastern chapters of the American Association of Law Libraries and was the Chair of the AALL Placement Committee.

Technical Services Librarian **Sally Wambold** currently chairs VALL's Preservation Committee and has served as VALL's Secretary also. She recently was elected as SEAALL's Treasurer. She served also as Chair of the AALL's Online Bibliographic Services Special Interest Section. Computer Services Librarian **Paul Birch** is the webmaster for VALL and coordinated the listservs for VALL and SEAALL. **Gail Zwirner**, Reference and Research Services Librarian, recently was inaugurated as President of the Virginia Association of Law Libraries, after serving as Vice President, Program Chair, and Newsletter editor. She also chaired AALL's Council of Newsletter Editors.

What does this mean, and why should you care? Librarians play a significant role in influencing the amount, format, and cost of access to information. Examples of the impact law librarians have had are: (1) AALL has a Washington, D.C. office, which tracks significant copyright and government depository legislation, and has filed briefs as amicus party on issues such as copyright fair use, the Communications Decency Act issues, and legal publishing mergers; (2) VALL was the catalyst for the creation of the *Virginia Administrative Code* (Virginia had been one of only five states without a code); codification of the *Code of the City of Richmond*; and comprehensive coverage of the *Virginia Reports* on Lexis (and soon to be on Westlaw).

UR's law librarians continue to be involved "behind the scenes" to improve librarianship and access to information. A legal collection is not "static." There is a constant review process of development, currency, appropriateness for a practice or curriculum, format, and cost. Let us know your ideas about how we can improve the collection or legal publishing generally.

## CONNECTING TO THE WESTLAW STANDALONE PRINTER

If you use the proprietary software for Westlaw, please follow the steps below to print to the Westlaw standalone (free) printers in the Computer Lab.

Click on "My Computer"

Click on C:\

Click on Program Files

Click on West Group

Click on Westmate

Click on Sysadmin.exe

Click on Registry setup

In the TermID text box, change the "5" to a "1" (enter WZ000,\*RC=L1)

Click "OK" and exit SysAdmin. The "standalone printer" should now appear as one of your options under Destinations in Westmate.

To upgrade Westmate access to version 7.12, look at the instructions in *The Compass*, Westlaw's newsletter. Copies are at the kiosk across from the Circulation Desk in the library.



## RENEWING BOOKS

With the introduction of the web-based catalog, library patrons now have the option of renewing books online. The procedure is simple and can be done wherever you have web access -- at home, in your carrel, or out of town.

To renew a book using the web catalog:

1. Select the option "Patron Information" in the left-hand frame.
2. Enter your barcode number of the box. Your barcode number is found on your ID underneath the actual barcode. Your barcode number is **NOT** merely your social security number.
3. Click "submit." This will bring up a screen showing your name and address.
4. Select the option called "Items Out" in the left-hand frame. Highlight this option and then click on it.
5. You will now have a screen that shows all of the items checked out under your barcode.
6. Highlight the item(s) you wish to renew. When you highlight an item, the "renew" button at the bottom of the screen will light up.
7. Click renew. This will automatically renew that item. An item will **NOT** renew if (a) you have reached the maximum number of renewals allowed; or, (b) another patron has a hold on the material.
8. To exit, click the back button on the screen, not on the browser.

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