

3-2001

## Museletter: March 2001

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# Museletter

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To help reduce distractions for students studying, please turn off cell phone and pager ringers in the library. If you receive a call, take it outside or to the Down Under. Thanks.

## BRIDGE THE GAP BETWEEN LAW SCHOOL AND EMPLOYMENT

If you have already forgotten basic legal research skills and feel you need a refresher to make the best impression as a summer associate, we have the answer for you! Join the legal research instructors, a firm librarian, and a third year associate who will provide some inside tips on making your summer employment successful.

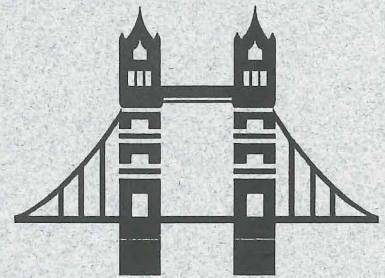
The morning will include a review of research strategies and sources necessary to complete research projects typically assigned to summer associates. **Joyce Janto** and **John Barden** will walk you through several research scenarios to provide a variety of examples of research techniques. Lexis and Westlaw representatives will be available for advanced search techniques instruction.

**Hazel Johnson**, a Reference Librarian at McGuireWoods, will discuss the dos and don'ts of law firm research. She'll present the options available in a firm environment such as memo banks, in-house databases available through an intranet, use of alternative formats such as CD-ROM tools, and guidelines for online searching.

Ms. Janto will also provide some ethical reminders for your firm experience. She'll share some horror stories we have heard from court and firm librarians whose clerks, for example, "slipped" innocently in party conversations, only to discover they revealed some details not intended for public consumption!

**Michael Begland**, a 1998 UR graduate, and third year associate in the Richmond office of Hunton and Williams, will discuss firm expectations of summer associate research skills, and describe typical projects you might be given at a law firm. Michael will also present guidelines for memoranda drafting and provide some insight into a "win-win" law firm summer associate experience.

Lexis and Westlaw will also be providing breakfast and lunch, so come hungry!



DATE: Saturday, March 31, 2001

WHEN: 8:30 am-1:00 pm

WHERE: Room 101

REGISTRATION: At the Reference Desk

*Breakfast and Lunch provided by Lexis & Westlaw*

# March Is Women's History Month

Browse the shelves on the library's second floor around "K644" (International) or KF478" (United States) to discover tools on feminist jurisprudence.

## Spring Carrel Swap to Be Held April 10-12

The Spring carrel swap is scheduled for April 10th to 12th. If you are content with your current carrel — do nothing. The process we use allows students to remain in the same carrel for all three years if they prefer. The only exception is if a student is registered for a clinic in the Fall, he or she will be assigned a carrel in the clinic during that assigned semester. Consequently, the student must give up the library carrel until the following semester.

Another component of this process is a Spring carrel swap for those students who would like to switch carrel locations. The evening prior to your assigned carrel swap date Ms. Barlett will post a list of available carrels on the glass front doors to the library. This list will be updated for each day's selection. If you would like to switch carrels, the following are the dates, times, and location when you may request a new carrel.

Tuesday, April 10	Current Clinic Students only
Wednesday, April 11	Rising 3Ls only
Thursday, April 12	Rising 2Ls only

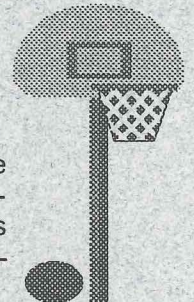
Location: Administrative Office (L17)  
Times: 9:00 am-11:30 am & 1:00 pm-4:30 pm

Carrels of December and May graduating 3Ls and other vacant carrels are included in this process. Most of these carrels currently are occupied, and you will not be able to move into the carrel until Fall 2000. If the carrel you select is unoccupied at this time, then you may switch carrels immediately. Otherwise, you will not be issued a carrel key for the new carrel until Fall 2000 and will continue using your current carrel through the end of this term. You will turn in your carrel key at the end of this school year immediately after exams (these carrels will be issued to incoming 1Ls and transfer students).

If you have any questions regarding this process, you may contact Ms. Barlett by e-mail ([barlett@uofrlaw.richmond.edu](mailto:barlett@uofrlaw.richmond.edu)) or phone (289-8225 or on campus x2556).

## It's March Madness Time: Website of the Month : [www.finafour.net](http://www.finafour.net)

Alas, the University of Richmond didn't make the cut for the NCAA Basketball Championship this year, but you'll find an abundance of general information, news, commentary, and predictions about the tournaments at the NCAA's website, [www.finafour.net](http://www.finafour.net) — for both men and women's divisions.



Still haunting this Editor are the placement of George Mason, for example, in the "West" Division, or Princeton in the "South." As a native of New Jersey, I can assure everyone that there's nothing southern about Princeton!

Much to our Library Director's pleasure, congratulations to Duke for nailing both the men's AND women's first ranking.

## Westlaw and Lexis Updates : New Database Additions and Technical Enhancements Improve Access

Both Westlaw and Lexis have added or expanded databases recently and improved accessibility through various technical enhancements.

The Editor's favorite source for legislative history, the *United States Code Congressional and Administrative News*, has been added to Westlaw's databases. (The identifier is USCCAN.) You'll find selected Public Laws, Reports, legislative history tables, Presidential Proclamations, Executive Orders, and Signing Statements found in the print service. There are varying coverage dates depending on the type of documents, so click on the blue "i" to determine the range.

For the techie, Westlaw has gone wireless. For remote, handheld device access of Westlaw, go to <http://wireless.westlaw.com> or PQA (Palm Query Application). Westlaw is also available using a browser on a BlackBerry, Palm or Pocket PC. No software is required. Just go to the URL above. Devices and browsers supported are Palm V, Vx, VII and VIIx using DPWeb or OmniSky browsers; Pocket PC using Pocket IE; or BlackBerry using GoWeb from GoAmerica, Inc.

To reduce the click depth in Westlaw for regularly-used databases, add a tab to the initial research screen for sources you search regularly. The default tabs are Westlaw and Westnews. For example, if you want to add a "Virginia" tab, click on "customize" and click on the "Virginia" box. When you sign onto Westlaw the next time, a Virginia tab will appear, saving you a few clicks.

Lexis has introduced several new databases in the last few months, including two important Virginia secondary sources: *Virginia Forms* (VA;VAFM), and *Virginia Model Jury Instructions (Civil and Criminal)* (LITGAT:VAJICV or VA-JICR). Other Virginia titles such as *Virginia Civil Procedure*, *Virginia Remedies*, and *Virginia Pleading and Practice* have been added to Lexis, but are currently unavailable through the academic account. International databases include the Laws of the People's Republic of China (HKCHNA). The China databases contain an unofficial interpretation of selected laws translated into English by a private publishing house in Beijing. It includes the constitution and organic laws, laws on pollution, intellectual property, companies, and enterprises.

Other new databases include important Bender treatises, *Benedict on Admiralty* (MATBEN;BENADM) and *Environmental Law Practice Guide* (MATBEN;ENVLPG). BNA's *Tax Management Portfolio Multistate Tax Series* (BNA;TMMSTP) will be favorite additions for tax practitioners. But, perhaps most appealing is the long overdue creation of a database for the *New Yorker*. This popular publication has escaped online availability for years. Now it's available in Lexis (NEWS;NEWYRK) covering issues beginning October 2000 (sorry, no cartoons).

Lexis and Westlaw representatives will be on campus regularly for the next few weeks for training in preparation for firm summer associate positions. Please check the bulletin boards in the labs for times.

New additions to  
Lexis include  
recent issues of  
the popular  
*New Yorker*,  
which has long-  
resisted the  
online market.  
Sorry, no cartoons.



## **WAIT! Is your computer and printer ready for EXAMS???**

By Kim Wiseman

Has your computer been a little sluggish lately? Does it seem like it's not hitting on all cylinders? Have you even looked at your printer since exams LAST semester? Time for a computer Oil Change and printer Tune-up!

There will be a Technology Tidbit training session on Tuesday, April 3<sup>rd</sup> at 12:00 noon in Room 114. We will clean up all the "gunk" from the hard drive, and ensure your printer is printing in time for exams.

Just like maintenance for a car, regular computer maintenance is the livelihood of your machine. We look forward to seeing you on April 3<sup>rd</sup>.

Date: April 3  
Time: Noon  
Location: Room 114

Bring your lunch; drinks and dessert provided.

## **Spring 2001 Library Hours**

### **Regular Hours (Sunday, Jan. 14 to Thurs. April 26)**

<b>Sunday:</b>	<b>10:00 am to Midnight</b>
<b>Monday to Thursday:</b>	<b>7:30 am to Midnight</b>
<b>Friday:</b>	<b>7:30 am to 9:00 pm</b>
<b>Saturday:</b>	<b>9:00 am to 9:00 pm</b>

### ***Exceptions:***

### **Spring Exam Period (Fri., Apr. 27 to Thurs., May 10)**

<b>Fri., Apr. 27:</b>	<b>7:30 am to Midnight</b>
<b>Sat., Apr. 28:</b>	<b>9:00 am to Midnight</b>
<b>Sun., Apr. 29:</b>	<b>10:00 am to Midnight</b>
<b>Mon., Apr. 30 to Thurs., May 3:</b>	<b>7:30 am to 1:00 am</b>
<b>Fri., May 4:</b>	<b>7:30 am to Midnight</b>
<b>Sat., May 5:</b>	<b>9:00 am to Midnight</b>
<b>Sun., May 6:</b>	<b>10:00 am to Midnight</b>
<b>Mon., May 7 to Thurs., May 10:</b>	<b>7:30 am to 1:00 am</b>

### **Spring Inter-Session (Fri., May 11 to Sun., May 13)**

<b>Fri., May 11:</b>	<b>7:30 am to 6:00 pm</b>
<b>Sat., May 12:</b>	<b>9:30 am to Noon</b>
<b>Sun., May 13:</b>	<b>CLOSED</b>

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The Museletter is the official newsletter of the William Taylor Muse Law Library at the School of Law of the University of Richmond, Richmond, VA 23173.

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