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Museletter: April 2005

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Museletter

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Spring 2005 Regular Library 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.

EXAM HOURS
April 22—May 5

Sunday
10:00 a.m.—1 a.m.

Monday—Thursday
7:30 a.m.—1 a.m.

Friday
7:30 a.m.—Midnight

Saturday
9:00 a.m.—Midnight



TIPS FOR SURVIVING THE SUMMER

by

Caroline Osborne and Gail Zwirner

Whether your summer job takes you to a large law firm, a government agency, or a non-profit, there are some common techniques for doing a good job (and leaving a good impression):

1. **Ask questions.** Do not leave the assigning attorney's office until your information is clear. Repeat back to him or her to confirm your understanding of the task. If relevant, ask about client charges and in particular things like the ability to use Lexis or Westlaw. Do not be afraid to ask for a starting point. Is there a memo to the file, an existing brief, a particular case? Obtain the deadline, format and length of the assignment results. Secretaries can save time with format instruction.
2. **Anticipate assignments you did not cover (or your avoided) in research classes in school.** Common summer assignments include compiling legislative histories, regulatory research, business research and use of ethics opinions. Take your legal research text as a tool. Think outside the box. Often non-legal resources are your best resource. Legal assistants can also be your best friend for suggestions as to resources for forms and filing guidelines.
3. **Plan your strategy.** Decide whether you have enough information to go directly to primary authority sources. You may benefit from consulting secondary sources first. Keep a log of the sources you have consulted. Understand what the ultimate goal is. Is persuasive authority relevant? Know your time limitations. Be efficient.
4. **Access your resources.** Your office's collection will not duplicate the resources you have had access to in law school. Consult the librarian or appropriate person about authority to use online sources or other options such as CD-ROM or web-based products.

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5. **Don't reinvent the wheel.** One resource consideration is a document file or memo bank. There is no point in creating something that has already been started. Look at the file. Perhaps all you need to do is update another memo. However, be prudent in using another's work. Ask permission to use the work product of another and spot check to verify the accuracy of the underlying memo.
6. **Use legal resource editing to your full advantage.** Legal publishers invest tremendous amounts of money in editorial enhancements. Look at the annotations and take advantage of those references. Remember, case finders can be a unique and helpful resource.
7. **Know when to stop.** When you start seeing repeat patterns in your research, stop. If you are not locating the information you seek, take a step back and re-evaluate your approach.
8. **Understand the authority and coverage of your research tools.** Make sure any website you use is authoritative and current. If you are looking for historical information, an online database may not provide adequate coverage.
9. **Update your research.** The assigning attorney should not have to ask if you have used a citator to update your research. "Bluebook" the memo as well.
10. **Understand the team approach.** All members of a legal team are important in accomplishing the client's goals. Be respectful of the non-attorney responsibilities. Make the secretaries and legal assistants your allies. Much can be learned from them and they can make your life and success infinitely easier.

From the Suggestion Box

Suggestion: Please don't think that just because exams start that research help is over. Please keep the [reference] desk manned or make it more clear what the exam hours are.

Responses: Reference librarians recognize that research is still being conducted during the exam Period. We maintain full coverage from 9:00 a.m. to 5:00 p.m. on weekdays and 1:00 p.m. to 5:00 p.m. on the weekends, a total of 48 hours each week when a reference librarian is available. Additionally, some reference librarians arrive at 7:30 a.m. on weekdays and are available on call to answer questions prior to Reference Desk coverage.

The decision not to staff the Reference Desk during evenings in the exam period was based upon statistics compiled over several years, which showed that there were few questions asked at the Reference Desk after 5:00 p.m. If any one finds it inconvenient to request assistance at the Reference Desk during the hours that the desk is staffed, he or she should feel free to contact a librarian via email at lawrefdesk@richmond.edu or by leaving a message at the Reference Desk phone (289-8685).

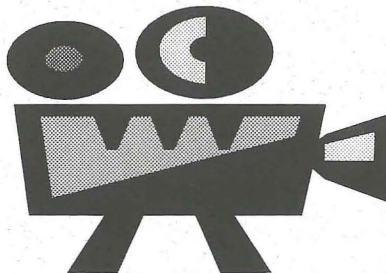
**At the Movies:
Rules of Engagement
By Gail Zwirner**

Thank goodness for the terrific cast in *Rules of Engagement*, because there was nothing new here. How many more times can they rework a jungle scene in Vietnam or a Middle East uprising. The one attempt to inject some heart-wrenching creativity fell flat because the director pushed it to the limit.

Nevertheless, the acting was good by a cast of proven "soldiers." Tommy Lee Jones and Samuel L. Jackson play Vietnam heroes, who, twenty-eight years later, find themselves in another war zone—military court—where Jones is representing Jackson for giving the orders to open fire during a protest at the American embassy in Yemen. Over eighty were killed and one hundred more severely injured. At issue was whether Jackson appropriately issued his command to open fire on an armed or unarmed group of protestors during the evacuation of the Ambassador and his family. Of course, only Jackson and a dead U.S. soldier were eyewitnesses. The embassy security tape, curiously missing from the inventory, was the third source of evidence.

Three key supporting actors kept the movie entertaining. Bruce Greenwood played the sleazy National Security Adviser, who burned the only evidence exonerating Jackson. Ben Kingsley was the wimpy Ambassador to Yemen, whom Jackson found under the office desk without any consideration to his family's welfare, and then who waited impatiently for Jackson to retrieve the flag under fire so the Ambassador could officially close the embassy. The National Security Adviser coerced the Ambassador to lie on the witness stand, saying that Jackson forced him to leave. The prosecuting attorney, Guy Pearce, was terrific in his no-nonsense trial preparation (after all, they only had two weeks to prepare) and courtroom style.

In the vein of *A Few Good Men*, consider this an alternative choice.



University of Richmond Law School Library
Hours
Summer 2005

Spring Intersession

Friday, May 6—Saturday, May 14

Friday, May 6	7:30 a.m.—6:00 p.m.
Saturday, May 7	9:30 a.m.—Noon
Sunday, May 8	CLOSED
Mon., May 9—Fri., May 13	7:30 a.m.—6:00

Summer Session

Sunday, May 15—Sunday, July 24

Sunday	10:00 a.m.—10:00 p.m.
Mon.—Thurs.	7:30 a.m.—10:00 p.m.
Friday	7:30 a.m.—6:00 p.m.
Saturday	9:00 a.m.—5:00 p.m.

General Information

All copiers will shut down 15 minutes prior to library closing. Reserve items must be returned, books re-shelved, and materials checked out 15 minutes before closing.

Regular Fall Hours begin Sunday, August 21.

Summer Intersession

Monday, July 25 - Saturday, August 20

Mon.— Fri.	7:30 a.m.—6:00 p.m.
Sat. & Sun.	CLOSED

Friday, August 5	7:30 a.m.—Noon
Sat., August 20	1:00 p.m.—5:00 p.m.

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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.