Welcome

The entire staff of the Georgetown Law Library welcomes you.

In one of the premier legal research facilities in the United States, we have created a learning environment that will support all of your research and studying needs.

The Library has two locations on opposite sides of the Law Center campus. The Edward Bennett Williams Law Library collects U.S. law and interdisciplinary materials, as well as special collections such as rare books and manuscripts. The John Wolff International & Comparative Law Library focuses on foreign, comparative, and international law. Both locations have Reference Desks, Circulation Desks and Computer Labs, and provide a variety of comfortable spaces to study alone or in groups.

Our collections, both print and online, will give you quick and easy access to over 1.1 million volumes, ranging from introductory outlines to sophisticated and extensive treatises on the law and other subjects.

In this booklet we hope you find tips and information that will enhance your law school experience.

Once again, welcome to Georgetown Law!
**LIBRARY HIGHLIGHTS**

**Online Tutorials & Guides.** Learn how to research cases, statutes, secondary sources and more from our tutorials at [www.law.georgetown.edu/library/research/tutorials](http://www.law.georgetown.edu/library/research/tutorials). For guides to key resources on many legal topics, visit [www.law.georgetown.edu/library/research/guides](http://www.law.georgetown.edu/library/research/guides).

**Reference Desks.** Get answers to your research questions from our librarians at the Reference Desks in the Williams Library Reading Room and on the lower level of Wolff Library.

**Chat with a Librarian.** Live online help is available whenever the Reference Desks are open. Ask us about anything – database searching, citation formatting, book locations, or recommended resources. Click on [Chat with a Librarian](http://www.law.georgetown.edu/library) at [www.law.georgetown.edu/library](http://www.law.georgetown.edu/library).

**GULLiver.** Visit GULLiver, the Law Library’s catalog, at [gull.georgetown.edu](http://gull.georgetown.edu) to locate print or electronic titles available through the Library. Discover even more resources through additional catalogs and finding aids accessible at [www.law.georgetown.edu/library/collections/catalog](http://www.law.georgetown.edu/library/collections/catalog).

**Borrowing Materials.** Items from circulating collections can be checked out at the Circulation Desks in both the Williams and Wolff locations. Renew online at [gull.georgetown.edu/patroninfo](http://gull.georgetown.edu/patroninfo), and when finished with the materials, return them to the Circulation Desk or drop box at either location.

**Course Reserves.** Casebooks and other course materials for Fall 2013 classes are available for three-hour checkout at the Williams Library Circulation Desk.

**Past Exams.** Review your professors’ past exam questions and feedback in the Williams Library near Reading Room Reserve, or online at [apps.law.georgetown.edu/exams-archive](http://apps.law.georgetown.edu/exams-archive).

**Free Scanning.** In addition to GOCard-paid photocopiers and printers, digital scanners are available for student use in both Williams and Wolff. There is no charge and no page limit. You may send scanned images to any email address, or save them to a USB drive on some machines.

**Tech Back-Up.** Forgot your laptop charger? Need a USB flash drive? A variety of handy gadgets are available for short-term check out at both Circulation Desks, including mobile phone adapters, universal batteries, storage devices, and headphones.

**Computers and IT Support.** Computers and printers are located in the third floor Williams Computer Lab, in the Computer Learning Centers (CLC) in Wolff and Williams, and elsewhere throughout both libraries. For help with computer hardware or software, visit the Technology Service Desk in 152 McDonough, or contact IST at 202-662-9284 or help@law.georgetown.edu.

**Interactive Maps.** The Library’s enhanced online maps can help you navigate our buildings and collections. Go online to [www.law.georgetown.edu/library/about/maps](http://www.law.georgetown.edu/library/about/maps) (try it on your iPad or other mobile device), or in either Library building, look for large touch-screen monitors with the same maps. It’s a quick way to find printers, restrooms, call number, locations, and other features.
The John Wolff International and Comparative Law Library provides a collection of resources for international and comparative law and a comfortable place to study.

There are two desks in the Wolff Library where you can obtain information, both on the third (main) floor. At the Reference Desk, librarians can offer you individualized assistance with research questions and strategies. At the Circulation Desk, staff are available to help you locate and borrow materials and assist with printing, scanning, or computer problems.

The third floor also includes international law materials, such as major treaty collections, classical works on public international law, reference materials, and treatises on sub-topics of international law such as human rights, the law of war, WTO and international trade, and international environmental law.

The internal staircase leads to the Library’s collections of the major foreign legal systems including France, Germany, Mexico, China, Japan, Ireland, Scotland, England, and Commonwealth countries such as Australia, Canada, New Zealand, South Africa, and some East African jurisdictions. There are also international law journals and materials for the European Union and other regional organizations.

Group study rooms are on the upper level, and computers on both floors allow internet access, printing, and office software use in Windows or, in the Computer Learning Center, Mac OS.

GET PREPARED: STUDY AIDS

A wide selection of current-edition hornbooks, nutshells, and other study aids is available in Reading Room Reserve on the second floor of the Williams Library. Audio/visual study aids are at the Williams Circulation Desk, and are available for three-hour check out. Here are a few study aids to consider.

**CALI Lessons.** All Georgetown Law students have access to hundreds of free interactive legal instructional lessons from the Center for Computer-Assisted Legal Instruction (CALI). Topics range from torts to taxation, contracts to constitutional law. Ask at the Reference Desk in Williams or Wolff for a free DVD, plus a password to download lessons at [www.cali.org/lesson](http://www.cali.org/lesson).

**Sum & Substance.** *Sum & Substance* is an audio CD series of lectures on fundamental legal topics, delivered by top law professors. The Library has lectures covering most first-year courses on reserve.

**Courtroom View Network: AudioCaseFiles.** Many of the cases you’ll read for class have been recorded as MP3 files, available to download or stream for free. The *AudioCaseFiles* collection contains recorded opinions and summaries for dozens of important cases in American law, searchable by case name, area of law, and even by course casebook. Register at [lawschool.courtroomview.com/signup](http://lawschool.courtroomview.com/signup) using your Georgetown Law email address.
The Williams and Wolff Libraries are popular places to study and share the company of others. Here are a few tips to help you best use and enjoy our spaces, services, and equipment.

**Group Study Rooms.** When you'd like to hold a study session with classmates, take advantage of one of the group study rooms in Williams or Wolff. Some have a projector to facilitate collaboration. Reserve a room with two or more other students at www.law.georgetown.edu/library/about/services-policies/group-study-rooms.cfm.

**Lounge & Study Areas.** The Library has no shortage of carrels, reading rooms, alcoves, and open spaces to meet your quiet-time requirements. In addition to the group study rooms, Williams Room 320 is outfitted with tables and seats for small groups to work together or even just socialize – no reservation required. For a study break, sit back with the daily news or a magazine at the end of Williams Reading Room, or sneak away to the fifth floor to relax in plush chairs warmed by sunlight, play a pick-up game of chess, or take in a great view of the D.C. skyline.

**Food and Drinks.** Snacks and drinks with lids are welcome the Library – open mugs and soda cans are not allowed. To keep a pleasant studying atmosphere, please do not eat foods that are noisy, messy, or aromatic. Note that no food is allowed in the Williams Reading Room or Computer Learning Centers. You may eat any snacks or meals in the Canteen, Room 171 on the first floor of the Williams Library. There you'll find tables, sinks, a microwave, and vending machines. Entering the Library, you can get to the Canteen by turning left at the guard desk and going down the stairs – it's on your left.

**Popular Reading and DVDs.** For your entertainment and reading pleasure, the Library maintains a varied collection of recent fiction and non-fiction books, plus popular movies and shows on DVD. Videos can be borrowed for three days at a time; books for six weeks. Browse the selection by the Loewinger Lounge, just past Reading Room Reserve in the Williams Library.

**Go Green.** Recycling bins are located throughout the Library. In an effort to use less paper, the default on the photocopiers is set for double-sided copies. You can also use free scanners in both Williams and Wolff to save money, paper, and toner.

**Cell Phones.** Please silence your mobile device's ringer or alarm when entering the Library. In the Williams Library, quiet cell phone conversations are permissible in the 2nd and 5th floor atriums and the landings on the 3rd and 4th floor. Out of consideration for others, kindly conduct any cell phone conversations outside the Wolff Library.
Whether developing a seminar paper topic, cite-checking for a law journal, or gathering facts for a professor as a research assistant, students in need of information and assistance are well served at the Georgetown Law Library. Some highlights of our resources and services:

**Online Databases.** Importantly, be aware that there’s much more to scholarly law research than Lexis, Westlaw, and Google. Through the Library, you have access to hundreds of databases with exclusive and specialized content in tax, international and foreign law, legal history, social sciences, and more. See the selection through the Library’s research portal at www.law.georgetown.edu/library/research. For off-campus access to databases, you’ll be prompted to log in with your NetID and password.

**Research Guides.** Covering over 150 legal subject areas and 60 U.S. and foreign jurisdictions, our guides present the best sources to consult and provide tips on how to conduct your research. Search and access the Library’s range of research guides at www.law.georgetown.edu/library/research/guides.

**Treatise Finders.** Lost in your course? Need an expert’s view on a nuanced legal issue? Use the Library’s Treatise Finders to locate core works on over 50 practice areas. Each guide points you to the preeminent scholarly works on a topic, as well as quick study aids: www.law.georgetown.edu/library/research/treatise-finders.

**Research Consultations.** Beyond the Williams and Wolff reference desks, you can schedule an appointment with a librarian to discuss your specific research needs. Request a consultation online at www.law.georgetown.edu/library/about/services-policies/research-consultations.cfm.

**Scholarly Writing Support.** Most students will write a seminar paper or journal note during their time at Georgetown Law. The Library has many resources available to help you find a topic and conduct your research, such as our Seminar Paper & Journal Note Research Guide. It’s available at www.law.georgetown.edu/library/research/guides/seminar_papers.cfm. Once you’ve finished your paper, why not publish it? Consult our Guide to Publishing Articles in Law Reviews & Journals at www.law.georgetown.edu/library/research/guides/publishing.cfm.

**Organizing Your Work.** To help throughout the research process, the Library recommends several online research management, writing, and collaboration tools. For more information on RefWorks, Zotero, and other systems, visit www.law.georgetown.edu/library/research/citation-tools.

**Georgetown Law Library Browser Toolbar.** The Library offers a customized browser toolbar to help you search our catalog and access popular databases. Links to databases work on and off campus, so it’s a handy way to access our resources: georgetownlawlibrary.mylibrarytoolbar.com.
The Special Collections Department houses Georgetown Law Library’s rare book, manuscript, and art collections, as well as the Law Center Archives and the National Equal Justice Library (NEJL). These collections contain some of the Library’s rarest and most historically significant materials.

Treasures held on the first and second floors of the Williams Library include a 15th-century copy of Justinian’s *Pandectorum* (one of the first generation of texts produced by the printing press), Sir Edward Coke’s copy of *Bracton on the Laws and Customs of England* (the first treatise of English law written in the 13th century), and late-19th-century American state reports and codes.

The Law Center Archives trace the school’s events, decisions, policies, and programs since its founding in 1870. Located in the Williams Library, the Archives include such items as photos of historic buildings and alumni, recordings of Gilbert and Sullivan theater productions at the Law Center, and issues of *Georgetown Law Weekly* dating back to the 1960s.

The Special Collections Department is open Monday through Friday from 10:00 am to 6:00 pm, and can be reached by email at speccl@law.georgetown.edu.