

LAW LIBRARY

LOCATION

The University of Sydney Freehills Law Library is located in the Law School Building on the Camperdown Campus. The Law School Building is located on the Eastern Avenue between Fisher Library and the Eastern Avenue Auditorium. The University of Sydney Freehills Law Library is on the lower level adjacent to Victoria Park and can be accessed from the main entry to the Law School Building on Eastern Avenue.

CONTACT DETAILS

Phone: (02) 9351 0216
 Fax: (02) 9351 0301
 Email: law@library.usyd.edu.au
 Web: www.library.usyd.edu.au/libraries/law/

LPAB Liaison Librarian (Patrick O'Mara)

Phone: (02) 9351 0293
 Email: p.omara@library.usyd.edu.au

Library opening hours: These hours are subject to change. For up to date details, please see the Law Library's website (www.library.usyd.edu.au/libraries/law/lawhours.html).

From Saturday 21 November 2009

Monday to Thursday	8.00 am - 10.00 pm
Friday	8.00 am - 8.00 pm
Saturday	9.00 am - 5.00 pm
Sunday	1.00 pm - 5.00 pm

Monday 5 October (Labour Day)	1.00 pm - 5.00 pm
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Sunday 22 November 2009 to Sunday 28 February 2010

Mondays, Wednesdays,	
Fridays	9.00 am – 6.00 pm
Tuesdays and Thursdays	9.00 am – 8.00 pm
Saturdays	9.00 am – 5.00 pm
Sundays	Closed

Holiday closures December 2009 and January 2010:

University Closedown (Christmas/New Year)

Saturday 19 December 2009 to	
Sunday 3 January 2010	Closed

Australia Day

Tuesday 26 January 2010	Closed
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Monday 1 March 2010 onwards

Monday to Thursday	8.00 am – 10.00 pm
Fridays	8.00 am – 8.00 pm
Saturdays	9.00 am – 5.00 pm
Sundays	1.00 pm – 5.00 pm

Holiday hours and closures - Easter and ANZAC Day 2010:

Easter

Friday 2 April 2010 (Good Friday)	Closed
Saturday 3 April 2010 (Easter Saturday)	1.00 pm – 5.00 pm
Sunday 4 April 2010 (Easter Sunday)	Closed
Monday 5 April 2010 (Easter Monday)	1.00 pm – 5.00 pm

ANZAC Day Public Holiday

Monday 26 April 2010	1.00 pm – 5.00 pm
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LIBRARY ASSISTANCE

Guides to the Law Library can be obtained from:

- Library Information Desk
- Law Library's website:
www.library.usyd.edu.au/libraries/law

CONTACTS

The Information Desk telephone number is (02) 9351 0216.

The LPAB Liaison Librarian is Patrick O'Mara. His telephone number is (02) 9351 0293.

LIBRARY CARDS

A combined student ID/library card will be sent to you soon after your enrolment has been received and processed by the Board and after you have completed the LEC Online registration process. This card should be kept and will be revalidated at the beginning of each session in which you are enrolled.

Your Library card gives you full access to Library services and borrowing privileges at all University of Sydney Libraries. You should always have your Library card with you when you are using the Library. The Library card is non-transferable, and must be presented when borrowing.

Your Library card also serves as your student card, for identification at examinations.

Lost Cards: A replacement card can be issued at the **University Card Centre** on Camperdown campus on receipt of a replacement fee.

For further information phone (02) 9351 2423 or visit the University Card Centre website at www.usyd.edu.au/card_centre

CHANGES TO PERSONAL DETAILS

Any changes to personal details, including address, contact details and email address should be given directly and **separately to each of the following:**

- Legal Profession Admission Board
- Law Extension Committee
- University Card Centre (see contact details above)

As emailed reminder notices are provided by the Library as a courtesy service to students prior to borrowed items being due for return, it is essential that the correct email address is provided to the University Card Centre. To update your contact details fill out "Update your contact details" form at www.usyd.edu.au/card_centre/applications/update.php

Borrower records can be accessed online for information including personal information, date due of borrowed items and fines at: www.library.usyd.edu.au/mylibrary

BOOK COLLECTIONS

Books are available for loan in the Law Library as follows:

Law Short Loan collection.

This collection contains multiple copies of popular texts. Loans are for one week and cannot be renewed. Books on loan from this collection cannot be reserved.

Law Research collection.

Loans are for 8 weeks with unlimited renewals if nobody has requested the item. If the item is requested by another borrower while out on loan, it will be recalled and the due date will change. You will be notified by email if an item is recalled, advising of the new due date. Fines apply if items are not returned by the new due date.

Reserve collection behind the Information Desk.

Loans for these high demand materials are for two hours **inside the library.**

LOANS

Overdue books will attract fines. You will not be permitted to borrow if books are overdue or if fines exceed \$25. Lost books will attract a replacement fee.

Borrowers can check the date their loans are due back, renew Law Research books and pay fines at MyLibrary: www.library.usyd.edu.au/mylibrary

Emailed reminder notices are provided by the Library as a courtesy service. Thus it is important to give the University Card Centre your correct and current email address.

Hard copy law reports, legislation, loose-leaf services and journals cannot be borrowed but many of these materials are also available online. See Online Legal Resources below for details.

Self-Check out

Most Library items can now be borrowed from the self-check counter, which issues a 'date due' slip. Items may also be borrowed from the Law Library Information Desk.

CAN'T GET TO THE LAW LIBRARY?

ULA - University Library Australia - an Australia-wide borrowing scheme

If you live too far away or simply are unable to come into the city, as borrowers of the University of Sydney you are eligible for the ULA Borrowing Scheme. This scheme allows students of Sydney University including Diploma in Law students to borrow from another University Library that is closer to you.

How to apply

Applications are made directly to the library from which you wish to borrow. Students of the University of Sydney are required to pay a \$50 fee to the host library, where photo identification and proof of current enrolment is required.

For more information contact the university library from which you are planning to borrow, or ring the Law Library on (02) 9351 0216 or refer to: www.library.usyd.edu.au/borrowing/cards.html#ula

Extended loan periods for Distance/Country students

External students living beyond an area bounded by Faulconbridge, Wollongong, Lisarow, Picton and Richmond train stations may request a two week loan for books borrowed in person from the law short loan collection. Requests must be made at the time of borrowing.

Distance/Country book request service

External students as defined above may ask for books to be sent by post or via the Document Exchange. An extended borrowing period to allow for receipt and return of books is included. Please note that fines will accumulate if books are returned late, and lost books will attract a replacement fee. Please phone on (02) 9351 0302 for details. Requests can be sent via:

- web request form at: www.library.usyd.edu.au/libraries/law/lpab.html#distance
- e-mail to law@library.usyd.edu.au
- fax on (02) 9351 0301

Distance/Country document request service

Cases, articles and book chapters required for private study that are **not available online** can also be sent to distance/country students. Documents are sent via email or alternative method if preferred. This service is subject to copyright restrictions.

Request forms including a copyright declaration are available from the Law Library website at: www.library.usyd.edu.au/libraries/law/lpab.html#reqforms or by phoning (02) 9351 0302.

LPAB PAST EXAMINATION PAPERS

The Board's Examinations Committee has determined that only examination papers from the last three sessions will be accessible via the LPAB's website at: www.agd.nsw.gov.au/lawlink/lpab/ll_lpab.nsf/pages/lpab_pastexampapers

ONLINE LEGAL RESOURCES

Students have access to a wide range of online databases and other web resources including full-text cases and journal articles. These databases can be accessed both on and off campus by students who are **currently** enrolled in the Diploma in Law.

Law Library homepage:

www.library.usyd.edu.au/libraries/law/

Library's LPAB Students page:

www.library.usyd.edu.au/libraries/law/lpab.html

Full list of Law Databases:

www.library.usyd.edu.au/libraries/law/databases.html

ACCESSING ONLINE DATABASES FROM OFF-CAMPUS

Off-campus access to most databases can be obtained by typing in your Unikey login and password when prompted.

Unikeys can be obtained from: <https://www.auth.usyd.edu.au/extro/LEC/> or simply follow the links from the LEC Webcampus.

A small number of databases are accessible via password only. Passwords can be obtained, when prompted at the listing for these databases on the Law Databases page, via Unikey login and password.

Supplementary Materials

Many courses have supplementary materials that are available via the Library's website. Currently to access these materials, either go to the **Course Materials** section of the Law Extension Committee Webcampus OR go to: www.library.usyd.edu.au/libraries/law/lpab.html#LibResources

Note that if you are off-campus you will be prompted for your Unikey in order to gain access to individual resources.

If you have any queries about or difficulties accessing library databases, please contact the Law Library on (02) 9351 0216 or email your enquiry to law@library.usyd.edu.au. Alternatively, you can contact Patrick O'Mara, the LPAB Librarian, directly on (02) 9351 0293 or at p.omara@library.usyd.edu.au.

LEGAL RESEARCH TRAINING

Introductory online guides: www.library.usyd.edu.au/libraries/law/lpab.html#researchguides

Basic Legal Research Texts:

- Nemes and Coss' Effective legal research/ Bruce Bott, Jill Cowley and Lynette Falconer Sydney: LexisNexis, c2007. 3rd ed. Held Law Short Loan 340.072 17B
- Concise Legal Research / Robert Watt Sydney: Federation Press, 2009. 6th ed. Held Law Short Loan 340.072 12E
- Legal Referencing/ Anita Stuhmcke

Sydney: LexisNexis, 2005. 3rd ed.
Held Law Short Loan 340.148 4 B

Library legal research hands-on classes and tours for Diploma in Law students

- **Library tours** - 30 minute tour of the Law Library and facilities available.
- **Finding cases** - covers finding Australian and English cases in full text in a variety of online databases and how to find additional information about cases.
- **Finding legislation** - looks at finding and researching legislation, both online and the hard copy format.
- **Finding journal articles and other secondary sources** - covers searching databases to retrieve journal articles and other material on a particular case or topic.
- **'All in one' legal research class** - This 3 hour class (9.30-12.30 pm or 1-4pm) held on Saturdays is a condensed version of the above classes to make

attendance easier for students who are unable to get to individual sessions.

All classes are held in the University of Sydney Freehills Law Library Computer Training Rooms.

No bookings are necessary for the Library Tours.

Bookings for classes (Finding Cases, Finding Legislation, Finding Journal Articles or 'All in One' Legal Research) can be made online via the Law Library's LPAB Students web page at: <http://www.library.usyd.edu.au/libraries/law/lpab.html#classes>.

If demand is sufficient, extra classes will be scheduled.

Individual legal research consultations are also available. Please contact Patrick O'Mara, LPAB Liaison Librarian (email .omara@library.usyd.edu.au or phone (02) 9351 0293) to make an appointment.

Summer 2009-10 Law Library Legal Research Classes		
Monday 2 November	Library Tours 1 pm & 1.30 pm	Library Tour 5.30 pm
Thursday 5 November	Library Tours 1 pm & 1.30 pm	Library Tour 5.30 pm
Saturday 7 November	'All in one' Legal Research Class 9.30 am - 12.30 pm	'All in one' Legal Research Class 1.30 pm - 4.30 pm
Monday 9 November	Finding Legislation 12.30 pm-1.30 pm	Finding Cases 6 pm - 7 pm
Tuesday 10 November	Finding Cases 12.30 pm -1.30 pm	
Wednesday 11 November	Finding Journal articles 12.30 pm - 1.30 pm	
Thursday 12 November		Finding Legislation 6 pm - 7 pm
Saturday 14 November	'All in one' Legal Research Class 9.30 am - 12.30 pm	'All in one' Legal Research Class 1.30 pm - 4.30 pm
Monday 16 November		Finding Journal articles 6 pm - 7 pm
Friday 27 November		'All in one' Legal Research Class 1 pm - 4 pm