Library and Learning Resources
What’s being covered in this session?

- General information about the library
- Finding books and Ebooks
- Finding academic journals
- Law resources for research
- A bit on Referencing
Your LSBU login
With your username and password you can access:

• Wi-Fi – select the eduroam network
• Your LSBU email
• Moodle (VLE)
• My LSBU (Student Portal)
• Your Library account
• Your subject databases
To activate your student IT account

• Go to My LSBU

• Click on either link under the login button.

• Follow the instructions onscreen

• Any problems? Let us know!
LLR on Moodle

• Enrol on the LLR Homepage to access tutorials, guides and videos.
• Get regular updates about upcoming workshops and LLR events
• Links through to LibGuides and My LSBU

Search results: 7

LLR Home: Library and IT Support

Leader: Erin Bloxsidge
Leader: Alison Chojna
Leader: Russell Goodwin

This LLR Moodle site provides access to all the information you will need regarding training and development of Library, IT and Digital skills.

This site is accessible by self-enrolment.

Category: Student Support
Reading Lists
Accessing your Reading List

Legal Skills, Legal Study, Legal System

2019-2020  By Cherry James  Updated a month ago  Linked to LAW_4_SSS

C184

Table of Contents  View: All  Citation Style: None

Search

Core Materials

- The English legal system
  Book - by Alisdair Gillespie; Siobhan Weare - 2019 - Core
  Not yet published. Until available, please use the 6th edition (2017), which is available online via Law Trove, and in print format.

- English Legal System
  Book - by Alisdair Gillespie; Siobhan Weare - 2017 - Core

- Legal skills
  Book - by Emily Finch; Stefan Fafinski - 2019; ©2019 - Core

Optional Materials

- Studying law
  Book - by Simon Askey; T. I. McLeod - 2014 - Optional
Using the Library
Borrowing

Fines!
For late return when overdue items are on hold:
• £2 per day per item (up to a maximum of £20 per item)
• 2 day grace period

<table>
<thead>
<tr>
<th>Type of Student</th>
<th>Books</th>
<th>DVDs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate (BA, BSc)</td>
<td>15</td>
<td>5</td>
</tr>
<tr>
<td>Postgraduate (PG Dip, CPE, MA, MSc, LLM)</td>
<td>20</td>
<td>5</td>
</tr>
</tbody>
</table>
Auto-renewals

All items will automatically be renewed, **UNLESS**:

- The item is reserved by another borrower.
- There is another issue with your library account (e.g., outstanding charges, or your account has expired.)
The following items have been automatically renewed. Please see below for the new due date(s):

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
<th>Classification</th>
<th>Barcode</th>
<th>Due date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>C++ for everyone</td>
<td>Horstmann, Cay S.</td>
<td>005.133 HOR</td>
<td>30102009189760</td>
<td>Wednesday 26 June 2019</td>
<td>RENEWED</td>
</tr>
<tr>
<td>Designing media</td>
<td>Moggridge, Bill.</td>
<td>006.7 MOG</td>
<td>30102009669407</td>
<td>Wednesday 19 June 2019</td>
<td></td>
</tr>
<tr>
<td>Nonobject</td>
<td>Lukić, Branko.</td>
<td>745.5 LUK</td>
<td>30102009698281</td>
<td>Wednesday 26 June 2019</td>
<td>RENEWED</td>
</tr>
<tr>
<td>Gamestorming: a playbook for innovators, rulebreakers, and changemakers</td>
<td>Gray, David.</td>
<td>658.4022 GRA</td>
<td>30102009698398</td>
<td>Wednesday 26 June 2019</td>
<td>RENEWED</td>
</tr>
<tr>
<td>Fiber-optic communication systems</td>
<td>Agrawal, G. P.</td>
<td>621.38275 AGR</td>
<td>30102009672914</td>
<td>Wednesday 26 June 2019</td>
<td>RENEWED</td>
</tr>
</tbody>
</table>

These items could not be renewed and are due on 19 June 2019:

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
<th>Classification</th>
<th>Barcode</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designing media</td>
<td>Moggridge, Bill.</td>
<td>006.7 MOG</td>
<td>30102009669407</td>
<td>Wednesday 19 June 2019</td>
</tr>
</tbody>
</table>
Study Spaces

- Group Study
- Quiet Study
- Silent Study

Library Help desk on 1 East
Student IT Support on 1 West

11 Bookable Study Rooms
Digital Devices

- Computers on every floor except Level 3
- MFDs (Multi-Function Devices) – printing, scanning and photocopying
- Laptops – 10 hour load period
- Large Format Printers
Accessibility
Disability and Dyslexia Support (DDS)

• Extra time on books you borrow
• Private study areas if you qualify
• Extra help in the library
• Assistive technology
• Photocopying and scanning
• Books by post
• Books put aside for you

• More details on what the library offers on LibGuides

Contact a disability advisor to register
– 0207 815 6454 or disability@lsbu.ac.uk
– Student Life Centre helpdesk
Assistive software

- MindManager – Mind Mapping
  - Also available for download from My LSBU

- ClaroRead Plus – Literacy Support with screen reading

- Spellementary – spelling assistance
LSBU Library Website

- Access the library website by clicking on the ‘Library & Academic’ link at the top and then on ‘Library’ on the drop-down menu.
Law LibGuide

https://libguides.lsbu.ac.uk/law

• Library catalogues
• Databases
• Training materials
• Contact details
• Current awareness
The Library catalogues
How to search

The Library Catalogue

- Home
- Books, E-books & DVDs
- Find Journal Articles
- Websites
- News & Media
- Training & Support
- Specialist databases

Books
DVDs
Databases
Journals

The Discovery Service

- Home
- Books, E-books & DVDs
- Find Journal Articles
- Websites
- News & Media
- Training & Support
- Specialist databases

Books
DVDs
Databases
Journals

Journal articles
Newspaper articles
Books and Ebooks

Why use them?
--Because not all of the information you need is in your modules or class presentations.

How to access them:
--Online or in the library
“You may read this book for 5 minutes, and request this book from your library.”
Databases

- Legal Databases
  - Westlaw
  - Lexis

- Academic databases
  - SocIndex
  - Academic Search Complete
  - SAGE etc
Westlaw

Cases
• Also has full text of the Law Reports
• Weekly Law Reports and 30 specialist titles
• Most comprehensive case-finding database for England & Wales
• Brief case histories also included

Legislation
• Legislation in force, including commencement and amendment information

Journals
• Legal Journals Index - shows content of almost all UK legal journals
• 80+ full text journals
Lexis Library

Cases
- 40+ specialist law reports in full text
- All England Law Reports/ The Law Reports
- Unreported cases from mid-1980s onwards
- Only source for NI case law

Legislation
- England & Wales - Public & General Acts plus Statutory Instruments
- Full Scottish Parliament Acts and SIs

Journals
- Over 60 full text journals aimed at an academic audience
Search tips

Phrase searching
Westlaw presumes AND between each word – data protection is data
AND protection; needs to be “data protection” to search as a phrase.
Lexis presumes phrase searching – data protection is “data protection”
unless separated by AND.

Truncation
Use ! as the truncation symbol in the legal databases.
eg. child! would find child, children, childhood.
Use * for academic databases
eg. manag* would find manage, manages, managing etc.
Websites

• Make sure they’re good quality sites!
  • Official sites
  • Follow up recommendations from lecturers or books/journal articles

Leveson inquiry
http://www.levesoninquiry.org.uk/

Human Rights blog
http://ukhumanrightsblog.com/

Guardian newspaper law page
http://www.theguardian.com/law
OSCOLA

• Used only for Law
• Footnotes
• Abbreviations

• OSCOLA bible

• Citing the Law
https://ilrb.cf.ac.uk/citingreferences/oscola/tutorial/index.html
Further training

- Assignment Surgeries
- Workshops
  - Refworks
  - Literature searching
- Book on via the calendar on the Training tab
Question 1

How many books can you borrow from the library?

15
Question 2

Where will you find your reading lists?

On Moodle – your module sites
Question 3
What would you use to search for a book in the library?
The library catalogue
Question 4

Can you use the Discovery Service to search for law reports and cases?

No
Question 5

What can you use the Discovery Service to search for?

Journal articles
Question 6

Do you have to pay for scanning?

No
Question 7

Where is Law section in the Library?

4 East
Question 8

Does Westlaw need an AND between search terms?

No

Westlaw presumes there is an AND between each search term
Question 9

Does Lexis presume phrase searching?

Yes

Lexis presumes data protection is “data protection”. Separate out search terms using AND – data AND protection.
Question 10

What referencing system is used in Law?

OSCOLA

Introduction to OSCOLA

OSCOLA | Oxford University Standard for the Citation of Legal Authorities

OSCOLA is a legal citation guide which is based on footnotes and which is used mainly by UK Law Schools.

In OSCOLA all citations appear in footnotes (direct or paraphrases) and neither endnotes or in-text citations are used. These footnotes are indicated with a superscript number that appears after the relevant punctuation (or not) in the text.

At LSBU a final bibliography will also have to be included to fully document the sources you have referenced in your work.
Where to get Help
Library and Learning Resources

Library
Helpdesk – 1 East
library@lsgu.ac.uk
020 7815 6607/6615

IT Support
Helpdesk – 1 West
llr-ithelpdesk@lsgu.ac.uk
020 7815 6678

Digital Skills
Digital Skills Centre
digitalskills@lsgu.ac.uk
020 7815 6610
1:1 support

Book a 1:1 with an Information Skills Librarian
go.lsbu.ac.uk/askalibrarian
• Database Searching e.g. Journal articles
• Referencing
• Using RefWorks

Email queries: askalibrarian@lsbu.ac.uk

Research Helpdesk (from 7th October)
3 Bridge
Mon-Fri 12.00-4pm
Social Media

Search in Facebook for LSBU Library and Learning Resources

Search Twitter for @LLRlsbu

Read our blog: https://libguides.lsbu.ac.uk/llrblog/generalblog

Find us on Instagram   LLR@LSBU
Any questions?