

In a Nutshell



ALVIN E. EVANS LAW LIBRARY, UNIVERSITY OF KENTUCKY COLLEGE OF LAW

<http://www.uky.edu/Law/library/>

LIBRARY TEAM

Helane Davis - *Library Director* [7-8351]
Amy Osborne – *Head of Public Services* [7-8347]
Karen Nuckolls – *Head of Technical Services* [7-2437]
Michelle Cosby – *Reference Librarian* [7-1578]
Sarah Glassmeyer – *Reference Librarian* [7-1081]
Ryan Valentin – *Reference Librarian* [7-8346]
Dee Wood - *Documents & Cataloging* [7-2925]
Donna Bruszewski - *Media Services* [7-8352]
Heather Cooper - *Technical Services* [7-8349]
Janice Cox - *Accounting* [7-8687]
Antoinette Fiske - *Technical Services* [7-8122]
Sharon Harrod - *Technical Services* [7-8345]
Adrienne Phillips – *Library Administration* [7-1438]

LIBRARY CONTACT INFORMATION

Law Library (859) 257-8686
Reference (859) 257-8131
Library Fax (859) 323-4906

E-mail Reference: lawref@email.uky.edu

Library website: <http://www.uky.edu/Law/Library/index.htm>

Law Library Blog: <http://uklawlibrary.blogspot.com/>

FALL LIBRARY HOURS

Monday – Thursday 7:00 a.m. - Midnight
Friday 7:00 a.m. - 6:00 p.m.
Saturday 9:00 a.m. - 6:00 p.m.
Sunday Noon - Midnight

REFERENCE HOURS

Monday - Friday 8:00 a.m. - 5:00 p.m.

Library and reference hours are subject to change and typically vary during exam periods and intersession. Changes will be posted.

LIBRARY MATERIALS LOCATION

1st Floor Lobby

Reserve (e.g., Course Reserves; Study Aids; *Bluebook*; unbound law reviews)
Reference (e.g., Martindale Hubbell)
Daily Newspapers
Magazines (general interest; practice-oriented)
Videos
Legal Self-Help Collection

1st Floor - Main

Federal & Regional Reporters and Digests
Federal & State Statutes and Legislative Materials
C.F.R. & Federal Register
Kentucky Materials
Shepard's – KY and Southwestern
A.L.R., Am. Jur. & C.J.S.
Current Congressional Record

Lower Level

Periodicals
Microforms
Government Documents
Classified Stacks (i.e., AC – KE, KG-KA)
Foreign Cases & Statutes (e.g., Great Britain, Canada)
Congressional Record

2nd Floor

Classified Stacks (i.e., A-JV, KF)
State Statutes and State Materials
Tax & Estate Planning Materials (e.g., KF750; KF6200-KF6767)

Accessing Materials: Should you need assistance accessing materials in the Library, please contact a staff member at either the Reference Desk [257-8131] or the Circulation Desk [257-8686].

Circulation Policies: Not all Law Library materials circulate outside the Library. Multi-volume sets, loose-leaf sets, reporter volumes, statutes, journals, and government documents are available for in-Library use only. Circulation periods will vary, but most books may be checked out for 28 days.

Wireless Network Access & Laptops: Wireless network access is available throughout the Law Library. Twenty-seven laptops, equipped for wireless access, may be checked out by law students for use within the Law Library. These laptops include Internet access and word-processing software. Documents may be saved to a CD or USB drive.

Law Library Computer Workstations: Workstations are available throughout the Law Library to provide access to both the Internet and Microsoft Office. Documents may be printed from these workstations using the Pharos print stations

Food and Drink Policy: Drinks are allowed in covered containers, and food is limited to snack or wrapped items which are consumed individually. Dispose of food and drink-related trash before leaving the Library, and notify the Library staff immediately if any spills or accidents occur.

Reserve Materials: Course reserve material, current journals, Kentucky Continuing Legal Education materials and high use items are kept behind the Circulation Desk. These items may be checked out for limited circulation times.

Photocopiers: Photocopiers are located on the first and second floors of the Law Library. All copiers will accept Plus cards or Student ID Wildcards. The 1st floor copier will also accept \$1 and \$5 bills as well as coins.

Using Materials in the Library: Thank you for using our resources. Please leave the books you have used on the tables where you were working, or on book trucks located throughout the Library.

Microform Collections: The Law Library maintains extensive microfiche and microfilm collections located on the lower level in rooms 15 and 43 as well as on the library's first floor. Reader-printer equipment is located in and adjacent to these rooms. Please contact a reference librarian if you need assistance in using these materials.

Government Documents: The Law Library collects materials as part of the government documents depository program. These materials are housed primarily on the lower level of the Law Library. These resources include paper, microforms and electronic products. Please contact a reference librarian for additional information or assistance in using these materials.

InfoKat: The UK Libraries on-line catalog, InfoKat, may be used to find materials held in all UK Libraries. The catalog may be searched using author, title, subject or keyword options, and searches may be limited to only those materials held at the Law Library. Please contact a reference librarian if you need assistance.

Law Related Magazines & Newspapers: The Law Library subscribes to a number of law related magazines and newspapers. These materials may be found in the 1st floor library lobby. Please feel free to browse in this area.

Messages: The Library staff cannot page or search for students who have messages. The Library staff will take a message and post it on the message board adjacent to the Circulation Desk. Messages will be posted for 24 hours, then removed. Students may also post messages on the board, but please indicate the date and time the message was posted. Undated messages will be removed. All messages will be removed after 24 hours.

Interlibrary Loan: If we don't have a particular item you need, ask at the Circulation Desk for an Interlibrary Loan (ILL) request form. Fill in the information requested. If the item is available, it will usually arrive from another library in about two weeks. While we try to obtain the materials at no cost, you will be charged for any fees or costs associated with the loan. You can indicate on the ILL form what cost you are willing to incur. ILL service is limited to Law faculty, staff and students.

Please let us know if we can help in any way.