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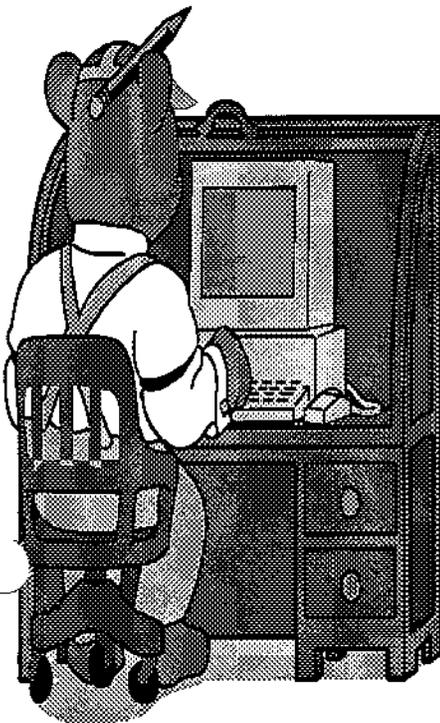


SANTA CLARA UNIVERSITY

HEAFEY HEADNOTES

MARCH 1999

Volume 9 Issue 3



HeafERES has Arrived! Course Reserves are now on the Web!

By Gladeen LeBoeuf, Circulation

ERes has been a successful software program for electronic reserves, developed by one of Santa Clara's talented faculty members. It has been so successful that SCU Law School bought a copy of its own and modified it especially for the Law School.

All law course reserves produced electronically that used to be shown on Eres have been moved to HeafERes., on the web at [Http://HeafEres.scu.edu](http://HeafEres.scu.edu).

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The beauty of this program is that the viewer can see/print/download the course reserve material that is there, and do it from home. The advantage to the Law School is that HeafERes is on a local server, and it can be used for an intra-net. Heafey Circulation Dept., for example, can upload loan rules for everyone to see, and security code a level of procedures for the Law Library to see, and secure a level of meetings for the Law School to see, and secure a level of memos for its own department to refer to. There's a chat capability and a bulletin board. Any faculty in the law school also has this option of "closed viewing" for selected groups.

Because it's simple to add or remove documents, this is a faster method of "show and tell" than to use the Law School Web Page which the library, for example, does not control. The Web Page is better for semi-permanent material and material that goes outside of the university.

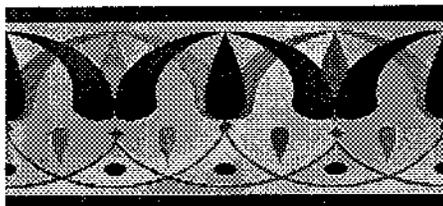
(Continued on page 2 See HeafERes)

HeafERes

(Continued from page 1)

The law library will cross-refer from the OSCAR reserve module to tell you what items are available on the web as well as show what is only in hard copy, shelved in the library.

We hope that faculty will add a link to their personal web page to their HeafERes electronic reserves. We also hope that you will like using HeafERes. If you have questions, ask at the Circulation Desk.



Watch Yourself- Theft in the library claims laptop

The library is a safe place to be, but don't be too complacent when it comes to your belongings when you're in the library. A laptop was recently stolen from the library. The best way to protect your belongings in the library is to exercise common sense. Don't leave your laptop (particularly in its case) unattended for extended amounts

of time. Try not to leave any of your items; purses, umbrellas (yes an umbrella was recently stolen too) sitting out in the open, unattended. Even if you have to go away for awhile don't expect the person sitting near you to keep an eye on your stuff, even if they say they will. Take your things with you if you'll be leaving for more than a few minutes. Just be sensible and aware.



How do you Spell Relief? R-E-F-E-R-E-N-C-E

Ever need help translating a strange citation? Need to do a full legislative history of a federal law and don't know what a legislative history is? Can't remember how to find a case when you don't have the citation? Have an interview with a judge and need to know more about him or her? Have to find the zip code for Harvard University?

Reference can help! The librarians at the reference desk are here to help you with research both online and in the books. We can help you search for materials on OSCAR, assist in narrowing your research, show you how digests or looseleaf sets work, and suggest other sources to try. We can help you with Lexis and Westlaw searching. Reference can also help with Lexis and Westlaw IDs, the Lexis and Westlaw printers, and the microform reader/printers.

Amazing Questions

No matter how weird the question (within reason) we will try to help. We've helped people track down the dimensions of a bowling alley (for a personal injury case). We "dug up" articles on whether Prozac works for the puppies of perplexed people! Ghoulish but true: we had to locate the chart which sets the damages for loss of an arm or leg (in workers compensation cases.)

ILL (Interlibrary Loans)

Reference is also the home away from home of **Dolores de la Fuente** who does Interlibrary loan. (Continued on page 3)

REFERENCE RELIEF

(Continued from page 2)

Interlibrary loan is a fancy way of saying we'll borrow the book from another library if we don't have it. Dolores can access a huge database of other libraries' holdings to see if they have particular items and request that they send them to us. This is especially useful for non-law materials like articles in medical journals. So, if you can't find it on OSCAR ask for an interlibrary loan. You can either do it right from OSCAR: choose option I from the main screen of OSCAR or fill out one of the pink ILL forms available at the Reference Desk. Plan ahead, though. Depending on where we need to go to get the materials, it can take a while to get here. We often get materials from across the country.

The Reference Librarians:

Reference is brought to you by **Barbara Friedrich**, the head of the Reference Department, **Mary Hood**, **Ellen Platt**, **Prano Amjadi**, **Dave Bridgman**, and **Dolores de la Fuente**.

Together we have many years of legal research experience between us (no, we won't tell you how many) not to mention library degrees and/or J.D.'s

There is someone on Reference duty Monday through Thursday 9:00am- 9:00pm, Friday 9:00am-5:00pm: Saturday & Sunday 10:00am-4:00pm. You can always call us at 554-4452. We have voice mail, if we're away helping someone or it's after hours, just leave us a message. We're here to help.



SEARCHING: for the Right One

OSCAR says the book you want is on the shelf. The statement "check shelves" that comes up in the status part of the OSCAR record tells you it should be on the shelf. But, it is not uncommon in a library of more than 200,000 volumes for books to end up out of order. When it's the book you really need though, how do you find the needle in the haystack? Simple, come to the Circulation Desk and put in a search request.

Library staff will do a thorough search of the library for the item you're hunting down. We know all the "typical" places things are frequently put if they haven't gotten back to the rightful place on the shelf.

Circulation will notify you either by phone or e-mail, if you choose, when the book is found. The item, when found, will be held at the Circulation Desk for three days after we notify you. One way to avoid the problem of materials not being where they belong is: **PLEASE DO NOT RESHELVE BOOKS WHEN YOU'VE FINISHED WITH THEM.**

We appreciate the consideration, but the library employs student assistants who are trained in shelving materials so they end up in the proper place on the shelf.

SAVE YOUR WORK

Have to run to class but don't want the books it took hours for you to find to be reshelved by the staff? Come to the Circulation Desk and get a "Book Save Slip". The slip allows you to save up to 8 books at any table or carrell (except the audiovisual carrells) for three days.

(Continued on page 4)

SAVE YOUR WORK

(Continued from page 3)

The form is your guarantee that shelvees will not disrupt your materials. Shelvees do shelve materials saved by handwritten forms. So make sure you get a library Book Save Slip, and sign it, from the Circulation Desk if you want to safeguard materials.

Heafey Headnotes is the bi-semester publication of Heafey Law library for law students, faculty/staff, and friends of the library.

Editor and Publisher:
Kevin Schweikher,
Circulation Dept.

Editorial Assistance:
Dolores de la Fuente,
Reference/Technical
Services



Advanced Training and Refresher Classes

Both Lexis and Westlaw are offering advanced training classes and refresher courses for all law students.

Students are highly encouraged to attend these sessions which run for approximately one hour.

Sign up sheets are set up in binders at the Reference Desk.

Interactive Courtroom CDs Available

Students now have the opportunity to purchase CD-ROM titles that are part of the PLI's Interactive Courtroom series. These programs can help with courses such as Evidence and Trial Techniques, and can help with bar review and general practice.

The library owns a set of these titles, but they must be used in the library. Each CD runs from 1 to 3 hours.

For a limited time students can purchase the CDs individually or in sets. The prices are very reasonable. Flyers are available at the Circulation Desk. The offer is available only through February.

New Circulation Staff

The Circulation Department grew in February. Gus Lane comes to Heafey Circulation from San Francisco Public Library. A native San Franciscan and graduate of San Francisco State, he is pursuing an advanced library degree at San Jose State. Gus is our Fri. and Sat. night staff person in the Circulation Department.

The Circulation Department is staffed by:

Michael Ford, Katherine Hall, Gus Lane, Gladeen LeBoeuf, Kevin Schweikher.



Stress Busters: Exploring the Neighborhood

by Diane Cascio, Acquisitions

At first glance the Bay Area may seem to be a desert of strip malls and franchise stores, but tucked away off the main streets are little oases of nonconformity. These unique attractions make great destinations when you need a mini vacation from the pressures of law school life.

A visit to the **Allied Arts Guild** in Menlo Park is like a quick trip to Europe. Just a few blocks off El Camino Real, Allied Arts is a 3.5 acre remnant of the historic Rancho de las Pulgas land grant. In 1929 Garfield and Delight Merner established a European-style crafts guild, attracting artists of the caliber of Pedro de Lemos and Ansel Adams. Today Spanish Colonial architecture, fountains, and gardens provide a beautiful setting for distinctive shops and artists studios. You can browse amongst hand painted needle point, Italian ceramics, gourmet kitchenware, men's and women's hats, or handwoven clothes. Talk to artisans as you watch them create their one-of-a-kind or limited edition sculpture and pottery. Then share your finds with friends over lunch in the quaint Allied Arts Guild Restaurant.

My favorite shop is Lyons Ltd. Antique Prints. Leila and Charles Lyons specialize in original etchings, engravings, and lithographs dating from 1490-1920. They boast they have prints of just about any subject you can name and in just about any price range. Why buy a reproduction when you can have an original? The owners are very knowledgeable and ready to share interesting details about their stock.

If prints are not for you, maybe Nature's Alley is what you're looking for. This "garden specialty" shop features nationally recognized topiary creations. Everything from table-top size jasmine hearts to six foot tall ivy bears are arranged on the doorstep.

But the best feature of Allied Arts is not any one shop or artist. It is the old-world ambience, the sense that you have left the hustle and bustle of the Bay Area behind. But don't take my word for it. Check out their website: <http://www.alliedartsguild.org/>

ALLIED ARTS GUILD
75 Arbor Road, Menlo Park

HOURS:
Monday-Saturday 10:00 AM -5:00 PM
RESTAURANT HOURS:
12:00-2:00 PM

Law Library Telephone Numbers:

**Circulation Desk:
554-4072**

renewals, library hours, conference room reservations, library fines/fees.

**Reference Desk:
554-4452**

(Lexis/Westlaw Questions, Training Schedules

Computer Services:

**554-5316
554-4677**

Computer labs, laptop software questions.

Library Administration:
554-4451



REGULAR LIBRARY HOURS:

Mon-Thurs.
8:00 AM- Midnight

Fri.
8:00 AM- 10:00 PM

Sat.
9:00AM-10:00 PM

Sun.
10:00 AM- Midnight

The Library will have regular hours during Spring Break Mar. 1- 5

The library will be open 8:00 AM- 8:00 PM on Good Friday April 2

The library will be closed Easter Sunday April 4. Daylight Savings Time begins on April 4 (Spring Forward).

The Library will be closed Fri. May 21 for a staff retreat.

LIBRARY EXAM HOURS. IN EFFECT APRIL 29- MAY 13

Mon- Thurs.
8:00 AM- 2:00 AM

Fri.
8:00 AM-Midnight

Sat.
9:00 AM-Midnight

Sun.
10:00 AM- Midnight

Law School commencement is May 15. The Commencement Speaker will be Rep. Zoe Lofgren.

