

**ALL-SIS Online Discussion of Student Services
March 18 – March 22, 2013
ALL-SIS Student Services Committee
Questions and Reponses**

What does your library do during orientation to introduce the student services that you offer?

During the law school's formal orientation, the law library director gives a short talk to the incoming 1Ls. The library also has a table set up during a "fair" of different law school organizations. At that fair, we hand out small items like pens and fliers about our upcoming Library Fest (see below). That same week, but after school has technically started, librarians offer library orientations to 1L small groups to the physical site and website. (Attendance isn't required, but it also hasn't been a problem as the times avoid conflicting with the course schedule of each small group (about 25).) At this time, we also hand out pamphlets that provide an overview of student services and CALI login cards.

There are also separate, smaller events for transfer, foreign exchange, and LLM students.

Have you made changes to your orientation procedures within the past few years and if so, why?

There have been minor tweaks (like handing out CALI cards). This past year, the library assisted the Student Affairs Office by making a guide to the professors' summer reading picks and had a small display of picks by student mentors of favorite titles in the Law and Popular Culture Collection, a separate room within the library.

For the past couple of years, 1Ls have received passwords to licensed databases during the first day of their legal research and writing classes. With the addition of Bloomberg Law to the mix, we will probably go back to finding a time to do this by small section in the library's computer classroom.

Does your library hold any events for students near the beginning of the fall semester apart from orientation?

The main thing we've done for the past couple of years is Library Fest. This is an open house that takes place a few weeks after school has begun, with the idea being that we can go into a bit more detail about things like study aids, our social media presence, and different collections and specialized staff. We have a certain number of required and voluntary stations set up throughout the library, with candy throughout, prize drawings, and small gifts at the end like water bottles.

Kasia Solon Cristobal
Student Services Coordinator
Tarlton Law Library
University of Texas School of Law

What does your library do during orientation to introduce the student services that you offer?

On the first day, we offer tours at various times. Attendance isn't mandatory, but we get a fairly good turnout. On the tour, we hand out a pamphlet that highlights library services. On the 2nd day, one of the reference librarians gives a 30 minute talk. Our goal during the tours and during the talk is to encourage the students to use the library and its services. They're being overwhelmed with information, so we try not to add too much.

Have you made changes to your orientation procedures within the past few years and if so, why?

We have had to make some changes. The orientation schedule is fairly rigid, so we are restricted in what we can do by the amount of time we are given, and by what the administration requires us to do. We used to have 45 minutes for the talk and have had to fight to keep it at 30 minutes. We're not sure if tours are the best use of time, but the administration requires that we do them.

Does your library hold any events for students near the beginning of the fall semester apart from orientation?

No, but I think it would be a good idea.

Frances M. Brillantine
Head of Access Services
Judge Kathryn J. DuFour Law Library
Catholic University of America

What does your library do during orientation to introduce the student services that you offer?

We do brief presentation during orientation and we hand out a flyer with our services.

Have you made changes to your orientation procedures within the past few years and if so, why?

Yes-the tours and "meet the librarians" was new this past year. I would like to make some more changes on how we distribute passwords and set students up with Lexis, Westlaw, and Bloomberg.

Does your library hold any events for students near the beginning of the fall semester apart from orientation?

The second week of school we offer library tours. They are also not mandatory, but we do get a good turn out. The tours are about 20 minutes long and we schedule them around 1st year classes. The instruction librarians take turns giving the tours. This year we also started a "Meet the Librarians" event. Every librarian spends an hour or two at a table near the classrooms. We bring handouts, study aid samples, and candy with us.

Jennifer Prilliman
Head of Reference Services
Oklahoma City University Law Library

Do librarians work with student organizations other than law reviews and journals to offer specialized research instruction to its members (e.g., offer an immigration law research workshop to your school's immigration law society)?

We do. We have a few groups that we have a relationship with that we provide specialized legal research instruction to, and we try to reach out to all student group leaders at the beginning of the year.

Are you offering any classes or instruction on using legal applications on mobile devices?

Not this semester, but we have in the past. We went through the best and the worst of mobile applications. It was very Apple heavy. We also occasionally host a Cool Tool'sCafe (inspired by CS-SIS!) and will cover apps in that session. For our Cool Tool's Cafe I was actually able to get Trial Pad to give the school one free download of the application.

Are you using mobile devices and applications for legal research instruction?

I use my iPad with an Apple TV for presentations. I like to be able to walk around and get away from the podium. If I need to go back to a traditional web page, I will switch our monitor to display the PC that is also in the classroom.

What supplemental instruction does your library provide to students, such as research workshops for students writing a seminar paper?

Once a year or a semester we will offer specialized classes on preparing a research paper and we offer a Bluebook refresher. I like to do the Bluebook refresher on Valentine's Day so I can title it "Fall in Love with Your Bluebook." It is a little corny, but we bring in candy or Valentine's Day treats and students actually come!

Jennifer Prilliman
Head of Reference Services
Oklahoma City University Law Library

Are there any new or unique services that your library offers to reach out to students? For example:

Has your school ever offered a librarian/student liaison program? Was it successful? If so, what made it successful, and if not, what were the problems you encountered? Is your library doing anything to recognize student scholarship (i.e., hosting a reception, creating a display honoring student publications, et cetera)?

Every GMU Law School student who is a member of a journal is required to meet with a librarian during their research and writing process. This creates a de facto liaison relationship between the librarian and the student.

In these scholarly writing meetings we provide not only topic specific research guidance but also more general instruction about using the wealth of library services that can't be covered during our available classroom time (we provide mandatory research instruction sessions for 1Ls and 2Ls). Often these individual meetings are supplemented by follow up conversations, email exchanges, and even reviews of final drafts. We also continue to update our students about new developments related to their topics that we come across and inform them about new library resources that could be helpful. I have also found that students I have worked with return to me with unrelated research questions.

While we do not have a formal reception honoring student scholarship, I think most of the librarians provide individual congratulations to our "liaisons" whose articles are published or who are selected for editorial board positions.

Debbie Shrager
Reference Librarian
George Mason Law Library

Here at CUNY Law, we do several things in terms of Student Instruction, as listed below.

Do librarians work with student organizations other than law reviews and journals to offer specialized research instruction to its members (e.g., offer an immigration law research workshop to your school's immigration law society)?

Like many other schools, we offer specialized workshops with law review as well as with Moot Court. We often do these presentations several times a year at the request of the groups. We do different types of presentations -- for example, on Bluebook citation or Researching a Topic for a Note or International Law depending on need and what they request.

Are you offering any classes or instruction on using legal applications on mobile devices? Are you using mobile devices and applications for legal research instruction?

We're currently looking into this -- we haven't made a decision on to do so either way.

What supplemental instruction does your library provide to students, such as research workshops for students writing a seminar paper?

Library faculty often go into 2L and 3L courses at the invitation of class teachers to do presentations on specific topics. For example, we've gone into both International, Environmental and Administrative Law classes to discuss researching those topics. Depending on the subject, we may focus our sessions on teaching them how to research an area for a paper, or how to approach it as a practicing attorney. We are asked to go into some of the 3L clinics (required for all our students) to present in areas such as Mediation and Elder Law as well.

While we also teach a required 1L Legal Research course, and again, w/the cooperation of their teachers, we have also been going back into the 1L classrooms this semester to reinforce basic legal research skills we discussed with students in our course.

Students are encouraged to reach out to their Legal Research teachers if they have seminar papers, and we often meet with them individually by appointment before/after one of us has visited their classroom to discuss general research strategies.

We also offer "Research Assistant" training sessions on a variety of topics shortly after exams, and required of all newly hired faculty research assistants, but open to the student body as well.

Raquel

Raquel Gabriel

Assistant Director for Reference & Research Services

CUNY School of Law Library

Is your library doing anything to assist students with their personal information management and research organization? For example, do you offer classes for students on citation management software (e.g., Zotero, RefWorks) or have you created research guides or other publications on these tools? Or, do you offer any classes or resources for students on organizing and managing their research generally (e.g., not only citation management software, but also tips for organizing and keeping track of research and other tools like folders in WestlawNext and Lexis Advance)? If you have offered classes, what has the attendance been like?

Here at Yale, in our ALR course, we devote an entire class period to citation and research management. We go over Ref Works, Evernote, Zotero, Mendeley, Devon Think, Westlaw/Lexis foldering, pen/paper, etc. We also try to emphasize the importance of note taking in the research process. We've created some exercises for the students to work through to compare the different options as well as to help them think about which research management systems works best for them, given their own work styles and organizational habits. We teach this class at the beginning of the semester, but we try to raise the issue of research management and organization throughout the semester (so as to integrate the topic with the substantive research topics). We encourage students to pick a system to work with throughout the semester and then practice (revisiting the chosen system, if necessary).

We are also regularly invited into courses and clinics to discuss research management best practices. Students frequently set up meetings with Reference Librarians to discuss research management and organization. Students are usually concerned with tracking and organizing their scholarly research as well as litigation-related materials. In my experience, our students are eager to learn about this topic and are challenged by information management.

Best regards,

Julie

Julie Graves Krishnaswami

Head of Instruction & Lecturer in Legal Research

Yale Law School Lillian Goldman Library

What non-traditional items does your library circulate (i.e., items other than books, periodicals, or CDs/DVDS, such as computer chargers or computers)?

- AC Adapters - AC adapters for selected laptops for 24-hour loan, including from Apple and Dell
- Laptops - MacBook Pros, Dell laptops, and Acer netbooks for 24-hour loan
- Video Camcorders - To help law students prepare for oral advocacy exercises, there are Flip video camcorders for 24-hour loan
- Audiocassette Players - Available for 2 hour loan (library use only) for users wishing to listen to audiocassettes

What's the most popular?

- AC Adapters - with Apple being most popular
- Laptops - with MacBook Pros and Acer netbooks being most popular

Is there anything you don't currently offer, but wish you did?

- a pet armadillo

Oh yes, I should add that Tarlton recently installed a charging station for mobile devices, in our computer lab:<http://blogs.utexas.edu/Tarlton-library-news/2013/02/get-charged-at-tarlton/>

Kasia Solon Cristobal
Student Services Coordinator
Tarlton Law Library
University of Texas

What non-traditional items does your library circulate (i.e., items other than books, periodicals, or CDs/DVDS, such as computer chargers or computers)?

We circulate:

- VGA and HDMI cables for our study rooms,
- white board markers and erasers,
- do not disturb signs for students who do not want to be bothered,
- flash drives,
- computer locks,
- a podium to turn tables into standing desks
- and Apple remotes.

What's the most popular?

The white board markers and erasers are very popular-even with the technology available in our study rooms!

Is there anything you don't currently offer, but wish you did?

- I would love to bring up my large border collie-great dane giant dog Atticus and allow let law students play with her during finals. She would love the attention and our students would love her!
- Phone chargers. I have loaned out my personal one before, but it would be nice to have a few extra for students to borrow.

Jennifer Prilliman
Head of Reference Services
Oklahoma City University Law Library

Board games, card games, puzzles, ping-pong paddles and balls, foos balls, dry-erase markers (& erasers), walkmans (for those old Sum&Substance cassettes), a 3.25" floppy disc drive, headphones (not so much any more, but we still have them), calculators, and media carts with VHS players & flat-screen TVs bolted on. We're considering adding iPad minis or Kindles with pre-loaded ebooks. We'll buy and circulate anything within reason that the SBA requests.

Laureen C. Urquiaga
Associate Library Director for Access Services
Howard W. Hunter Law Library
J. Reuben Clark Law School
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