



MOAKLEY LAW LIBRARY

Legal Ease

Volume 21, Issue 2, Spring 2012

Library Research Workshops

Come to a 30 minute research workshop!
The law library will be holding the following 5 workshops:

- Massachusetts Research 101
- Practical Tips for Law Firm Survival
- Suffolk Research Databases
- Free Online Resources
- Advanced Legal Research

Workshops will be held on April 3rd-5th
For more details, visit the law library's Web site:
<http://www.law.suffolk.edu/library/services/workshops.cfm>

Refreshments will be served

Library Research Workshops: Tips for Summer Jobs & Beyond Diane D'Angelo, Reference Librarian

Massachusetts Research 101: Must-Know Resources Are you planning to work at a Massachusetts firm, court, agency, or company? This workshop will teach you about core Massachusetts legal resources that you'll rely on heavily in practice. Topics will cover practice materials that are rich in forms and examples like Massachusetts Practice & MCLE publications; subject guides in many areas of Massachusetts law with links to primary source materials, court rules, cases & statutes; and how to get free public access to Westlaw & Lexis, and other Massachusetts resources after you graduate.

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Massachusetts Must-Know Sources for Associates

Susan Vaughn, Reference Librarian

If you have landed a full-time or summer job with a firm in Massachusetts there are some basic sources that you might find helpful that you probably didn't learn about in law school. These are more practical secondary sources used by working attorneys and include research guides, handbooks, forms, directories, treatises, legal encyclopedias and legal newspapers. Here are descriptions of just a few that could prove to be invaluable.

[Handbook of Legal Research in Massachusetts](#)

This handbook includes chapters on Statutes and Session Laws, Rules of Court, Administrative Law, Municipal Law, Electronic Legal Research, and Selected Legal Research Resources. These chapters can give you an idea of the structure of a branch of government and legal material produced by these branches. The chapter on Selected Legal Research Resources is particularly useful for finding looseleaf materials by topic. This Handbook is available on Lexis, Westlaw (MA-CLE) and in LoisLaw's Massachusetts Continuing Legal Education (MCLE) collection.

Massachusetts Practice

Massachusetts Practice is a state specific legal encyclopedia. It is divided into over 40 topics, such as real estate and family law, and has a two volume comprehensive index. It provides brief explanations or summaries of legal doctrines, footnotes to primary

authority, including case citations, and some legal forms. It is also available via Westlaw, or, if your Westlaw access is limited, at the Westlaw terminal on the sixth floor of the library.

[Massachusetts Lawyers Diary & Manual](#)

This invaluable directory contains contact information for Massachusetts government officials, lawyers, and judges. It has some interesting extras like a list of municipal tax rates, court filing fee schedules, and digests of the federal and Massachusetts rules of civil procedure. It also has a handy supplement containing Massachusetts court maps and judges' biographies.

[Massachusetts Trial Court Law Libraries Website](#)

This website has wonderful resources for the Massachusetts researcher including links to primary law resources and over 100 topical guides. Examples of covered topics are Landlord/Tenant, Foreclosure, Workers' Compensation and Stem Cell

Research. This web page also has a very interesting blog tracking current Massachusetts legal issues, <http://masslawlib.blogspot.com/>.

For additional information on Massachusetts resources look at the guides prepared by the Suffolk Law librarians at <http://www.law.suffolk.edu/library/research/a-z/index.cfm>, for example, the Massachusetts Legal Forms Guide. Also, review the CALI lesson on Massachusetts Primary Law Sources at www.cali.org. If you need the CALI access code, please stop by the Reference Desk in the law library.

Workshop Alert

Learn more about
Must-Know Massachusetts
Resources at an upcoming
Law Library Workshop

For more information:
<http://www.law.suffolk.edu/library/services/workshops.cfm>

[Massachusetts Lawyers Weekly](#)

This paper provides news about lawyers and judges, recent court decisions, proposed legislation, and other matters of interest to Massachusetts' attorneys. It also contains job listings; and is one of the few places you can find summaries of select Massachusetts' trial court and agency decisions. This paper is available weekly in print. Law students and alumni have online access to the *Massachusetts Lawyers Weekly* through the law library licensed databases while in the library. See a reference librarian for the password.

Practicing Law Means Doing Legal Research

Rick Buckingham, Reference Librarian

As the spring semester begins to wind down, take a moment to think about what you'll be doing this summer or, if you're graduating, this fall. Imagine your first day at the law firm, government office, or courthouse where you'll be working. Which of the following do you think is most like the type of work you'll be doing?

1. You're given a list of property transactions (e.g., A conveys to B for life then to C) and asked to determine the effect of the Statute of Uses on each.
2. You're given a one-page summary of events that took place in the town of "Suffolk" and asked to identify all criminal acts, and possible defenses, under the Model Penal Code.
3. You're asked to do research on issues from a case in progress and present your results to the supervising attorney or judge in a memorandum.

Assignments 1 and 2 are likely to show up on law school exams, but aren't the kinds of tasks given to summer interns, law clerks, or new attorneys. What you're more likely to be asked to do is conduct research on legal issues and summarize the results of the research in a memorandum.

There is no one right way to conduct legal research. How you proceed often depends on the issues involved and the resources available. With that in mind, consider the following legal research tips.

Use Secondary Sources

If you're asked to do research in a subject area that you're not familiar with, you might begin with a **secondary source** like a **treatise**, **legal encyclopedia**, or **law review article**. These sources will analyze and explain the topic and usually cite relevant cases and statutes. See p. 2 in this newsletter for specific information on Massachusetts secondary sources.

Use Annotated Codes

If an issue involves **statutory law**, or if you're not sure, use an **annotated code** (in print or on Lexis or Westlaw). If you don't know a citation to a specific section of the code start with the **index**. By using an annotated code you'll get not just the text of the statute itself, but also references to related cases and secondary sources.

Workshop Alert

Learn more Practical Tips for Law Firm Survival at an upcoming Library Workshop

More information at:
<http://www.law.suffolk.edu/library/services/workshops.cfm>

Find Cases

If you're looking for cases, and didn't find any from an annotated code or secondary source, use a print **digest** or search a **case law database** on LexisNexis or

Westlaw. Digests don't have the full text of cases, but they organize issue summaries by subject and give citations to the full text location.

Don't Forget Pocket Parts

Whenever you're using print materials like annotated codes and digests-and some offices still do use print, don't forget to **update** your research by looking in **pocket parts** and **pamphlet supplements**, which will include cases decided and statutes passed after the bound volumes were published.

Shepardize or KeyCite

Finally, don't forget to **Shepardize** (on LexisNexis or in print) or **KeyCite** (on Westlaw) your cases. Shepard's and KeyCite should be used to both make sure that a case is still good law and as a research tool to find additional cases and secondary sources on the issues addressed in the case.

Get Help

As you transition from studying for exams to doing legal research, you may need help getting reacquainted with the research process. So if you're not sure how to begin a project, or if you hit a dead end, **get help**. On the library's Summer Resources page (<http://www.law.suffolk.edu/library/services/summer.cfm>) you can find links to guides, tutorials, and podcasts. Or **ask a Law School Library reference librarian**

for help. Stop by the reference desk on the 6th floor of the library, give us a call (617-573-8516), or send us an e-mail (lawref@suffolk.edu). Any of the librarians will be happy to help.

Free Legal Research on the Web

Ellen Delaney, Reference Librarian

There are many reliable sources for online legal research. These web sites offer an alternative to fee-based services like Lexis and Westlaw.

For **federal** case law, statutes, administrative, and executive resources, see the following web sites.

Supreme Court Decisions

Findlaw (<http://www.findlaw.com/casecode/supreme.html>) has decisions from 1893 to the present. This database is browsable by year and U.S. Reports volume and can be searched by citation, case title or full text.

Courts of Appeals Decisions

(<http://www.law.cornell.edu/federal/opinions.html#appeals>)

This database is searchable by opinion or case number, title and keyword. You may search for decisions from all the circuits or a selected circuit. See this page for decisions from district, bankruptcy courts and courts of special jurisdiction.

United States Code

The Office of Law Revision Counsel publishes the U.S. Code (<http://uscode.house.gov/>). This web site includes searchable versions of the current and some older versions of the Code.

Code of Federal Regulations

(<http://www.gpoaccess.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR>) Coverage is from 1996 to the present. The CFR is searchable by citation and keyword. You may also browse CFR titles individually. The List of Sections Affected (LSA) (<http://www.gpoaccess.gov/fdsys/browse/collection.action?collectionCode=LSA>)

(<http://www.gpoaccess.gov/fdsys/browse/collection.action?collectionCode=FR>) Coverage is from 1994 to the present.

Federal Register

(<http://www.gpoaccess.gov/fdsys/browse/collection.action?collectionCode=FR>) Coverage is from 1994 to the present.

Massachusetts Superior Courts

(<http://www.socialaw.com/slips.htm?sid=121>)

Massachusetts General Laws

(<http://www.malegislature.gov/Laws/Search>) Includes links to the General Laws, the Massachusetts Constitution, current legislation, and other legislative information.

A concise legislative history research guide is published by the State Library of Massachusetts. (<http://www.mass.gov/anf/research-and-tech/legal-and-legislative-resources/tracing-ma-law.html>)

Mass Administrative Law

[Links to agencies](#) of the Executive Branch are available on the mass.gov page. Selected Massachusetts municipal codes are available at (<http://www.law.suffolk.edu/library/research/az/webography/municodes.cfm#mass>).

Massachusetts Trial Court Libraries

(<http://www.lawlib.state.ma.us/>) provide links to Massachusetts cases, regulations, Executive Orders, federal and state laws. Patrons have free on site access to Lexis and Westlaw at a number of county law libraries. You can also get a trial court i.d., which brings with it privileges such as remote access to HeinOnline and RetrieveLaw.

Other Free Online Databases

Google Scholar (<http://scholar.google.com/>) includes cases from state appellate and supreme courts since 1950, federal courts since 1923 and U.S. Supreme Court cases

Workshop Alert

Learn more about
Free Online Resource at an
upcoming
Law Library Workshop

More information at:
<http://www.law.suffolk.edu/library/services/workshops.cfm>

Administrative Decisions

For federal agency decisions of the Executive Branch, see this link (<http://www.lib.lsu.edu/cgi-bin/search.cgi>).

For **Massachusetts** case law, statutes, administrative, and executive resources, see the following.

Massachusetts Supreme Judicial Court and Massachusetts Appeals Court

(<http://www.massreports.com/OpinionArchive/Default.aspx>)

Includes opinions from 2001 to the present. Search full text, by party, docket number, and date.

cont. on next page.

Free Legal Research on the Web
Cont. from previous page.

from 1791. Use Advanced Scholar Search to refine your search by jurisdiction and/or date.

Public Library of Law (<http://www.plol.org>) includes cases from the U.S. Supreme Court (1754-present), U.S. Courts of Appeals (generally 1950-present), and state appellate courts (1997-present). Follow links to federal and state statutes, regulations, constitutions, and court rules.



**(\$\$\$) Legal
Research Competition
(\$\$\$)**

Do you think you're good at doing legal research? This new competition is your chance to prove it.

Show us how well you know the tools and techniques of legal research, and you could win a fabulous prize!

So review your notes from LPS, attend our workshops, and get ready to research.

Coming in April

Summer Resources

LexisNexis

You can register for access now or during the summer with your current student ID and password. You can qualify if you have educational needs, which are:

- Summer course preparation and assignments
- Research for Moot Court, Law Review, or Law Journal
- Research associated with pursuing a grant or scholarship
- Service as a *paid or unpaid* research assistant to a professor
- An internship, externship or clinic position for school credit or graduation requirement
- Study for the bar exam
- Research skill improvement for educational purposes

Register through your LexisNexis account. If you have any questions about summer access contact Melissa Joyce at melissa.joyce@lexisnexis.com or call LexisNexis Customer Support at 1800-45-LEXIS!

Westlaw

A student's access is limited to two hours in June and two in July. Full access is available to a student doing:

- Summer law school classes
- Law review or law journal work
- Researching for a professor
- Moot Court Competitions
- Unpaid, nonprofit public interest internship or externship pro bono work required for graduation

Keep an eye out for Westlaw's registration dates in March.

Warning: Lexis & Westlaw reserve the right to bill for non-educational use.

Free Limited In-Library Access to Westlaw and Lexis

The library has limited access terminals located to the left of the reference desk as you face it. The Lexis terminal allows Shepardizing and provides access to the documents from the Shepard's results. The Westlaw terminal is restricted to Massachusetts and Federal primary material, and selected associated secondary material. Keyciting is available.

Fastcase

Fastcase is available to students on and off campus. Fastcase provides access to primary law from all 50 states, federal cases, statutes, regulations, court rules, and constitutions. Fastcase also provides access to a newspaper archive, legal forms. However, unlike Westlaw and LexisNexis, there are no editorial annotations.

Key Resources for Legal Research

Jeanie Fallon, Reference Librarian

Doing summer research? Don't forget these resources when you're working on that tricky memo. And of course, remember that the reference librarians are available if you need assistance getting started with research, could use some help along the way, or would like advice on how to use these or other materials. Stop by the reference desk on the 6th floor of the library, call us at 617-573-8516, or email lawref@suffolk.edu.

I. Subscription Databases. Suffolk University Law Library subscribes to a number of very useful legal research databases containing materials not always found on Westlaw or Lexis. You can access these databases by going to the Suffolk Law Library home page (<http://www.law.suffolk.edu/library/>), then clicking on "Research Databases." Most of the databases are available to you remotely via your name and student ID -- so you can access them directly from your desk at work this summer -- and all of them are available on computers here at the law school.

Among the many databases are *Hein Online*, which is a great source for PDF law review articles; the *Social Law Library Administrative Databases*, which include full-text versions of harder-to-locate decisions from specialized courts and agencies in Massachusetts such as the Housing Court and the Massachusetts Commission Against

Discrimination; *Congressional Universe*, which includes full-text versions of bills, reports, hearings and legislative histories of the U.S. Congress; and *MCLE Library*, which contains full-text copies of over 130 treatises published by *Massachusetts Continuing Legal Education*.

organized into research guides and webographies. Sample topics include bankruptcy, copyright, health, international, animal, and immigration law. There are also useful "how-to" research guides for locating federal administrative law, citing according to the *Bluebook* format, and shepardizing cases and statutes. Also included here are detailed list-

ings of paper treatises by topic that can be found within the Suffolk Law Library. These topic areas range from basic contract and tort law to the more specialized areas of admiralty, environmental, UCC and international law.

Other law school libraries can also be excellent sources for legal guides. Some of these materials may be located by searching formalized Web sites that gather legal resources by topic, such as LLRX (<http://www.llrx.com>)

or by using Cornell's Legal Research Engine (<http://library.lawschool.cornell.edu/WhatWeDo/ResearchGuides/Legal-Research-Engine.cfm>).

Another resource providing entry to many different law and law-related topics is Zimmerman's Research Guide, described as "an online encyclopedia for legal researchers" (available for free at: <http://www.lexisnexis.com/infopro/zimmerman>).

Workshop Alert

You can learn more about the Suffolk Law databases at our upcoming workshop: *Suffolk Research Databases: Quality Research Without Westlaw & Lexis*.

Workshops will be held on April 3rd-5th

For more details, visit:

<http://www.law.suffolk.edu/library/services/workshops.cfm>

To learn how to access databases from home or work, check out the Library Webcast that's linked from the Law Library home page (<http://www.law.suffolk.edu/library/services/tutorials/dbaccess.cfm>)

II. Legal Guides. Sometimes looking at a legal guide is a good way to begin learning about a subject and find the resources you need. Check out the "A - Z List" of materials arranged by legal subject, found on the Suffolk Law Library home page (<http://www.law.suffolk.edu/library/>) under "Treatises, Research Guides, and Webographies". The "A - Z List" is a compilation of resources for a wide range of legal subjects,

Library Research Workshops

Continued from Page 1.

Help Beyond the Bar

Betsy McKenzie, Law Library Director
and Professor of Law

Research in the Real World: Practical Tips for Law Firm Survival

This workshop will give you tips for doing real legal research in law firms. Learn how to land plum assignments and juggle work for numerous partners; hear about time-saving research tips, like how to find good research guides and form books; and learn how to take advantage of non-traditional resources.

Suffolk Research Databases: Quality Research Without Westlaw & Lexis

Not every case, regulation or law review article is available on Westlaw or Lexis. Learn about databases that contain important legal documents you won't find on Westlaw or Lexis.

Free Online Resources: Great Go-to Resources When Cost & Availability Are on Your Mind

Doing legal research in the real world can be a very expensive endeavor. Learn about free full-text online databases like FDsys, Thomas, and Google Scholar. We'll also tell you where you can access free court opinions, & research guides that will link you to primary sources and cut your research time in half.

Advanced Legal Research:

Resources & Techniques used by Research Pros Learn the techniques and tools used by research experts. Impress your new boss with the superior research skills you will learn in this class, like using cost saving resources to complete research.

The Moakley Law Library has a long tradition of supporting our law school students, even after graduation. We welcome our alumni as they return to research here. While many of the databases we can offer you as students become too expensive to offer freely to our alumni, we make every effort to negotiate licenses that allow as much access as possible.

We have an Alumni Services page on our website: <http://www.law.suffolk.edu/library/about/alumni.cfm> Check it out! Among the services we can offer alumni who are able to come into the library are:

- Westlaw for Massachusetts materials, KeyCite and the U.S. Code;
- Shepards online; and
- Numerous research databases (see list at <http://www.law.suffolk.edu/library/research/databases.cfm>).

If you work close enough to take advantage of these resources, you can also check out books the same as when you were a student. Even materials on reserve can be used by alumni, though, just as when you were a student, these books must remain inside the library. You can see what the library has by checking the web-accessible catalog: <http://library.law.suffolk.edu/search/>.

You can also see links for recommended materials and free websites at <http://www.law.suffolk.edu/library/resource/> and <http://www.law.suffolk.edu/library/research/a-z/index.cfm>.

After graduation, you will lose your student access to Lexis and Westlaw. You can have access to a lower-cost option, like Casemaker, among a few other alternatives. Casemaker is available free to all members of the Massachusetts Bar Association, which is a bargain if you join as a student, only \$35. See <http://www.massbar.org/membership> for more information. Among other benefits, membership in the Mass Bar allows you to join a wide array of sections and committees by interest area, which a great networking opportunity! You can also attend CLEs through the Mass Bar as well as at Suffolk's own Advanced Legal Studies (ALS), an award-winning CLE program. While you are a student, as well as after, Suffolk's ALS programs are available to you, another excellent networking opportunity. As a student, the ALS programs are free, though you do need to register. Check them out at <http://www.law.suffolk.edu/academic/als/>.

You can also use the assistance of our reference librarians after graduation. The reference desk is staffed Monday – Thursday, 9 AM – 9 PM, and Friday - Sunday, from 9 AM - 5 PM. You can call the Reference Desk at 617 573-8516, or e-mail lawref@suffolk.edu.

Your success is our success. Be sure to stop by and see us in the library after you graduate. We will do our best to help you, both while you are a student, and after!

Suffolk Law Library

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Reserve/Circulation:
(617) 573-8177

Reference:
(617) 573-8516

E-mail:
lawref@suffolk.edu

[www.law.suffolk.edu/
library/](http://www.law.suffolk.edu/library/)

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Monday - Friday:
8:00 AM - 11:00 PM

Saturday & Sunday:
9:00 AM - 11:00 PM

Holidays and Study Peri-
ods, check:
[www.law.suffolk.edu/li-
brary/about/hours.cfm](http://www.law.suffolk.edu/library/about/hours.cfm)

A Great New Resource for Student Writers

Scott Akehurst-Moore, Reference Librarian

As you know, excellence in legal writing is prized. Would you like to see your name in print and garner recognition for your writing? The law school has just launched a **Guide to Student Writing for Publication and Prizes** on the Law School website that includes twenty-five pages of up-to-date information on writing competitions available to law students. The portal includes:

- A list of resources that can help you write a paper for publication
- Contact information for people who can help you with researching and writing articles
- Topically arranged current writing competitions
- Previously published students authors
- Competition student prize winners

In addition to the satisfaction of having a paper published, and maybe even winning a prize and a trip, publishing an article helps in the job market. Publishing as a law student sends a signal to potential employers that you are smart, disciplined, ambitious, and, of course, that you know how to write.

The portal is available at the following link:

<http://www.law.suffolk.edu/library/services/competitions/>

Student Scholarship Reception

In addition, the Associate Dean for Intellectual Life and Director of Legal Writing, Research and Written Advocacy is hosting a **Student Scholarship Reception** to celebrate the launch of Suffolk Law's a new writing portal. Students can meet and talk to people who can help them with researching, writing articles and applying for scholarships and competitions. All students are welcome!

Please stop by on the March 27, 2012, 5 p.m. to 7 p.m. in the Faculty Dining Room (4th Floor).

Free food and beverages will be served.



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