LOCATION
The University of Sydney Herbert Smith Freehills Law Library is located in the Sydney Law School Building on the Camperdown Campus. The Sydney Law School Building is located on Eastern Avenue between Fisher Library and the Eastern Avenue Auditorium. The Law Library is on the level L adjacent to Victoria Park and can be accessed from the main entry to the Sydney Law School Building on Eastern Avenue.

CONTACT DETAILS
Phone: (02) 9351 0216
Fax: (02) 9351 0301
Email: law.library@sydney.edu.au
Web: sydney.edu.au/library/libraries/law

LPAB Liaison Librarian (Patrick O’Mara)
Phone: (02) 9351 0293
Email: patrick.omara@sydney.edu.au

Law Library opening hours: These hours should be used as a guide only and are subject to change. For up to date details, please see the Law Library’s website (sydney.edu.au/library/libraries/law).

To Saturday 28 June 2014
Monday to Thursday 8.00 am – 10.00 pm
Fridays 8.00 am - 8.00 pm
Saturdays 9.00 am – 5.00 pm
Sundays 10.00 am – 5.00 pm

Holiday Closures
Easter Period
Friday 18 April to Monday 21 April 2014 Closed

Anzac Day Public Holiday
Friday 25 April 2014 Closed

Queens Birthday Public Holiday
Monday 9 June 2014 Closed

Sunday 29 June 2014 to Sunday 27 July 2014
Opening hours to be advised. Visit the Law Library website for further details. Information will also be provided on the Message Board on the Law Extension Committee’s website.

From Monday 28 July 2014
Monday to Thursday 8.00 am – 10.00 pm
Fridays 8.00 am - 8.00 pm
Saturdays 9.00 am – 5.00 pm
Sundays 10.00 am – 5.00 pm

IMPORTANT CONTACTS
The LPAB Liaison Librarian is Patrick O’Mara. His telephone number is (02) 9351 0293.
The Information Desk telephone number is (02) 9351 0216.

LIBRARY CARDS
A combined student ID/library card will be sent to you soon after you first enrol and should be kept. It will be revalidated at the beginning of each session in which you are enrolled.

Your Library card gives you full access to Library services and borrowing privileges at all University of Sydney Libraries. You should always have your Library card with you when you are using the Library. Your Library card is non-transferable, and must be presented when borrowing.

Your combined Student ID/Library card also serves as your student card, for identification at examinations.

Lost Cards: A replacement card can be issued at the Campus Card Centre on Camperdown Campus on receipt of a replacement fee.

For further information phone (02) 9351 2423 or visit the Campus Card Centre website at sydney.edu.au/card_centre

CHANGES TO PERSONAL DETAILS
Any changes to personal details, including address, contact details and email address should be given directly and separately to each of the following:

- Legal Profession Admission Board
- Law Extension Committee
- Campus Card Centre (see contact details above)

BOOK COLLECTIONS
Books are available for loan in the Law Library as follows:

Law collection.

This collection contains multiple copies of popular texts. Loans are for 12 weeks with unlimited renewals if nobody has requested the item. If the item is requested by another borrower while out on loan, it will be recalled and the due date will change. You will
be notified by email if an item is recalled, advising of the new due date (usually one week from the date of the notification). Fines apply if items are not returned by the new due date.

**Law Research collection.**

This collection is located on the Mezzanine Level of the Law Library. Borrowing conditions are the same as those for the Law Collection.

**Law 2 Hour collection.**

Loans for these high demand materials are for 2 hours.

**LOANS**

Overdue books will attract fines. You will not be permitted to borrow if books are overdue or if your total fines reach $30. Lost books will attract a replacement fee.

For further information about fines see sydney.edu.au/library/borrowing/fines.html

Borrowers can check the date their loans are due back, renew books and pay fines at MyLoans: sydney.edu.au/library/mylibrary

Emailed reminder notices are provided by the Library as a courtesy service. Thus it is important to give the Campus Card Centre your correct and current email address and check your email regularly.

Hard copy law reports, legislation, loose-leaf services and journals cannot be borrowed but many of these materials are also available online. See Online Legal Resources below for details.

**Self-Check out**

Most Library items can now be borrowed from the self-check counter, which issues a ‘date due’ slip.

**CANT GET TO THE LAW LIBRARY?**

**ULA - University Library Australia - an Australia-wide borrowing scheme**

If you live too far away or simply are unable to come into the city, as borrowers of the University of Sydney you are eligible for the ULA Borrowing Scheme. This scheme allows students of Sydney University including Diploma in Law students to borrow from another University Library that is closer to you.

**How to apply**

Applications are made directly to the library from which you wish to borrow. Students of the University of Sydney are required to pay a $50 fee to the host library, where photo identification and proof of current enrolment is required.

For more information contact the university library from which you are planning to borrow, or Patrick O’Mara, the LPAB Liaison Librarian or refer to:
sydney.edu.au/borrowing/cards.html#ula

**LPAB Distance Student book request service**

LPAB students living beyond an area bounded by Faulconbridge, Wollongong, Lisarow, Picton and Richmond train stations may ask for books to be sent by post. Please note that fines will accumulate if books are returned late, and lost books will attract a replacement fee. Please contact Patrick O’Mara, the LPAB Liaison Librarian for further details. Requests can be sent via:

- web request form at sydney.edu.au/library/libraries/law/lpab.html#reqforms

**LPAB Distance Student document request service**

Cases, journals, articles and book chapters required for private study that are not available online can also be sent to LPAB distance students. Documents are sent via email or alternative method if preferred. This service is subject to copyright restrictions.

Request forms including a copyright declaration are available from the Law Library website at:
sydney.edu.au/libraries/law/lpab.html#reqforms

**LPAB PAST EXAMINATION PAPERS**

The Board’s Examinations Committee has determined that only examination papers from the last three sessions will be accessible. Go to the Current Students section of the LPAB website at http://lpab.lawlink.nsw.gov.au/

**ONLINE LEGAL RESOURCES**

Students have access to a wide range of online databases and other web resources including full-text cases and journal articles. These databases can be accessed both on and off campus by students who are currently enrolled in the Diploma in Law.
**Law Library homepage:**
sydney.edu.au/library/libraries/law

**Full list of Law Databases:**
sydney.edu.au/library/databases/law_databases.html

**ACCESSING ONLINE DATABASES FROM OFF-CAMPUS**

Off-campus access to most databases can be obtained by typing in your Unikey login and password when prompted.

Unikeys can be obtained from: sydney.edu.au/extro/LEC/lecreg.cgi

A small number of databases are accessible via password only. Passwords can be obtained, when prompted at the listing for these databases on the Law Databases page, via Unikey login and password.

**Supplementary Materials**

Many courses have supplementary materials that are available via the Library’s website. Currently to access these materials, go to the Course Materials section of the Law Extension Committee Webcampus.

Note that if you are off-campus you may be prompted for your Unikey in order to gain access to individual resources.

If you have any queries about or difficulties accessing library databases, please contact Patrick O’Mara, the LPAB Librarian, directly on (02) 9351 0293 or at patrick.omara@sydney.edu.au.

**LEGAL RESEARCH TRAINING**

**Introductory online guides:** sydney.edu.au/libraries/law/lpab.html#researchguides

**Basic Legal Research Texts:**

- Nemes and Coss Effective legal research/ Bruce Bott, Jill Cowley and Lynette Falconer
  Held Law Short Loan 340.072 17D

  6th ed. Held Law Short Loan 340.072 12E

  2nd ed. Held Law Short Loan 340.072.22 A

- Legal Referencing/ Anita Stuhmcke
  Held Law Short Loan 340.148 4 C

**Law Library legal research hands-on classes and tours for Diploma in Law students**

- **Library tours** - 30 minute tours of the Law Library and facilities are available on request. Contact Patrick O'Mara, LPAB Librarian, to arrange a tour.

- **Finding cases** - covers finding Australian and English cases in full text in a variety of online databases and how to find additional information about cases.

- **Finding legislation** - looks at finding and researching legislation online.

- **Finding books, journal articles and other secondary sources** - covers searching databases to retrieve journal articles, books and other material on a particular case or topic.

- **All in one’ legal research class** - This 3 hour class (9.30-12.30 pm or 1.30-4.30pm) held on Saturdays (as well as a Friday afternoon class from 1.00pm to 4.00pm to coincide with Weekend School 1) is a condensed version of the above classes to make attendance easier for students who are unable to get to individual sessions.

All classes are held in the University of Sydney Herbert Smith Freehills Law Library Computer Training Rooms.
**LAW LIBRARY**

To make a booking for a class or tour contact Patrick O’Mara, LPAB Liaison Librarian - patrick.omara@sydney.edu.au or phone (02) 9351 0293.

- **Bookings are required for ALL classes and Library tours.**

- **Places at the three hour ‘All in One’ classes tend to fill up fast so book early to avoid disappointment. More ‘All in One’ classes may be scheduled on another Saturday if there is sufficient demand.**

- **Priority will be given to distance students at the ‘All in One’ class scheduled for 1pm to 4pm on Friday 30 May 2014 (prior to Weekend School 1). However, Sydney based students are welcome to make an expression of interest in attending this class and can do so if there are places available.**

**Individual legal research consultations are also available. Please contact Patrick O’Mara, LPAB Liaison Librarian [email patrick.omara@sydney.edu.au or phone (02) 9351 0293] to make an appointment.**

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**Winter 2014 Law Library Legal Research Classes**

<table>
<thead>
<tr>
<th>Monday 12 May</th>
<th>Finding Legislation 12.30 pm – 1.30 pm</th>
<th>Finding Cases 6 pm – 7 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 14 May</td>
<td>Finding Cases 12.30 pm – 1.30 pm</td>
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<tr>
<td>Wednesday 14 May</td>
<td>Finding Books &amp; Journal Articles 12.30 pm - 1.30 pm</td>
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<tr>
<td>Thursday 15 May</td>
<td></td>
<td>Finding Legislation 6pm – 7pm</td>
</tr>
<tr>
<td>Saturday 17 May</td>
<td>‘All in One’ Legal Research Class 9.30 am – 12.30 pm</td>
<td>‘All in One’ Legal Research Class 1.30 pm – 4.30 pm</td>
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<tr>
<td>Monday 19 May</td>
<td></td>
<td>Finding Books &amp; Journal Articles 6 pm – 7 pm</td>
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<tr>
<td>Saturday 24 May</td>
<td>‘All in One’ Legal Research Class 9.30 am – 12.30 pm</td>
<td>‘All in One’ Legal Research Class 1.30 pm – 4.30 pm</td>
</tr>
<tr>
<td>Friday 30 May</td>
<td></td>
<td>‘All in One’ Legal Research Class 1 pm – 4 pm</td>
</tr>
</tbody>
</table>

*Priority given to distance students for this class.