Hours of Service

Fall and Spring Semesters:

Monday–Friday: 8:00am–11:45pm
Saturday–Sunday: 9:00am–11:45pm

Summer Semester:

Monday–Thursday: 9:00am–9:45pm
Friday–Sunday: 9:00am–5:45pm

Reference Service (Fall and Spring Semesters):

Monday–Thursday: 9:00am–8:00pm
Friday: 9:00am–5:00pm
Saturday–Sunday: 10:00am–5:00pm

Hours may change during Law School holidays, breaks, and exam periods. Library hours, including the current schedule of Reference Service hours, are also available at law.gwu.libguides.com/publicservices/hours.
Welcome to the Law Library

Welcome to the Jacob Burns Law Library. The primary goal of the library staff is to provide the best possible service to the students and faculty of the George Washington University Law School and others using the library. We encourage you to ask for assistance or information from any library employee to help us achieve that goal. We also ask that you make suggestions that will assist us in improving our services or collection.

The Library Guide is intended to serve as an introduction to the Jacob Burns Law Library. It offers brief descriptions of the services, resources, and facilities of the library. It also provides maps to help users locate specific materials and collections. Finally, the Guide recites some of the rules of library conduct, which users are asked to observe to maintain an atmosphere conducive to study and research. Additional information about the library can be found on our website, www.law.gwu.edu/library, on our research portal, law.gwu.libguides.com/researchportal, and from our Ask Us–Burns Law Library Q&A service, law.gwu.libanswers.com.

Even in the ever-expanding world of online information, the law library remains the laboratory of the legal researcher. The Jacob Burns Law Library provides researchers with an impressive array of resources from many jurisdictions and in many formats to meet their needs. More than 700,000 volumes form the core of the research collection. In addition, the library provides access to a variety of legal and law-related databases and online indexes to enhance research capabilities. Library patrons can use these many resources to investigate the federal and state laws of the United States, as well as international and selected foreign laws. Particular emphasis has been placed on collecting materials that support the major programs of GW Law, including works on environmental law, intellectual property law, government procurement law, international law, national security law, and business and finance law.

We hope that your time spent in the Jacob Burns Law Library is productive, informative, and rewarding. Please let us know if there are ways in which we can help you.

Scott B. Pagel
Associate Dean for Information Services,
Professor of Law, and Director of the Law Library
Fall 2019
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Law Library Contact Information

General
Circulation Desk................................................................. circ@law.gwu.edu, 202-994-6648
Interlibrary Resource Sharing................................................... ill@law.gwu.edu, 202-994-4156
Office of Instructional Technology............................................ media@law.gwu.edu, 202-994-8210
Reference Desk................................... ask@law.gwu.libanswers.com, 202-994-6647, 202-999-3685 (text)
Xerox Services Copy Center.................................................... copycenter@law.gwu.edu, 202-994-2883

Public Services
Lori Fossum
Reference/National Security &
U.S. Foreign Relations Librarian................................. lfossum@law.gwu.edu, 202-994-2687
Clare Heberg
Circulation Desk Manager.................................. cheberg@law.gwu.edu, 202-994-1394
Mary Kate Hunter
Reference/Government Contracts Librarian............... mhunter@law.gwu.edu, 202-994-5914
Lesliediana Jones
Head of Document Services/Librarian.......................... ljones@law.gwu.edu, 202-994-9017
Germaine Leahy
Head of Reference/Energy & Environmental Librarian...... gleahy@law.gwu.edu, 202-994-8551
Iris Lee
Head of Collection Services........................................ ilee@law.gwu.edu, 202-994-2733
Deborah Norwood
Assistant Director for Public Services...................... dnorwood@law.gwu.edu, 202-994-7338
Tammy Rimpsey
Circulation System Supervisor................................. trimpsey@law.gwu.edu, 202-994-0911
Ken Rodriguez
Reference/Intellectual Property Librarian.................. krodriguez@law.gwu.edu, 202-994-8545
Karen Wahl
Reference/Legal History & Rare Books Librarian............... kwahl@law.gwu.edu, 202-994-8012

Information Services
Matthew Bochniak
Head of Instructional Technology.......................... mbochniak@law.gwu.edu, 202-994-1383
Richard Evans
Emerging Technologies Librarian.............................. revans@law.gwu.edu, 202-994-8546
Nicole Harris
Assistant Director for Information Services............... nharris@law.gwu.edu, 202-994-4225
Andrew Laurence
Media Technology Coordinator............................... alaurence@law.gwu.edu, 202-994-1399
Alicia Pinkney
Information Services Specialist............................. apinkney@law.gwu.edu, 202-994-2356
Lawrence Ross
Head of Electronic Services................................. lross@law.gwu.edu, 202-994-0037

Technical Services
Robert Bratton
Cataloging Librarian................................................... rbratton@law.gwu.edu, 202-994-8332
Virginia Bryant
Assistant Director for Technical Services and Head of Cataloging ........................................... vbryant@law.gwu.edu, 202-994-1378

Jennifer Fritz
Systems Librarian ................................................................. jfritz@law.gwu.edu, 202-994-1022

Michele Reaves
Continuing Resources and Processing Supervisor ........ mreaves@law.gwu.edu, 202-994-1380

Trina Robinson
Head of Acquisitions and Continuing Resources .......... trrobinson@law.gwu.edu, 202-994-8550

Robert O. Steele
Cataloging Librarian .......................................................... rosteele@law.gwu.edu, 202-994-4074

E. Gordon Van Pielt
Senior Cataloging Librarian ................................................. gvanpielt@law.gwu.edu, 202-994-5173

Special Collections
Jennie Meade
Director of Special Collections ............................................. jmeade@law.gwu.edu, 202-994-6857

Administration
Gail Bell
Executive Coordinator ......................................................... gbell@law.gwu.edu, 202-994-1375

Leslie Lee
Assistant Director for Administration ................................... llee@law.gwu.edu, 202-994-2385

Scott Pagel
Director .................................................................................. spagel@law.gwu.edu, 202-994-7337

Other
Library Website ........................................................................... www.law.gwu.edu/library
Ask Us–Burns Law Library Q&A ................................................. law.gwu.libanswers.com
Library Access

Persons Admitted
Access to the Jacob Burns Law Library is exclusively reserved for the following persons:

• Law School patrons, including faculty, students, alumni, and staff of GW Law;
• University patrons, including GW students, faculty, and staff who need to use Law Library resources to conduct legal research;
• Current students and faculty of OCLC SHARES institutions; and
• Members of the Friends of the Jacob Burns Law Library Program.

During reading and exam periods, access is limited to GW Law patrons, GW faculty and staff, and members of the Library’s Friends program. The Law Library is not to be used as a study hall except by current students and recent graduates of GW Law.

Identification Required
The following types of identification are required to access the Law Library:

• GW Law faculty, students, and staff should present a GWorld card. Law students without a GWorld card must obtain a temporary pass from the Circulation Desk to enter the library.
• Adjunct faculty of GW Law should obtain a university identification card upon appointment. The card is non-transferable and admits the adjunct faculty member only.
• Non-law GW faculty should present a GWorld card for admission. Non-law GW adjunct faculty, staff, and students must present a GWorld card to enter the library and will be directed to the Reference Desk for assistance in locating materials.
• GW Law alumni must present either a GWorld card or a Law Alumni Association card and photo identification for admission. Alumni identification cards are non-transferable and admit the alumnus only. GW Law alumni who do not have a GWorld card or a Law Alumni Association card will be directed to the Reference Desk.
• Upon showing a current and valid photo identification card from an OCLC SHARES institution, students and faculty may gain admission to the library to conduct legal research for academic purposes. They will be directed to the Reference Desk to obtain a daily pass and for assistance in locating materials.

Questions regarding access may be directed to the assistant director for public services at dnorwood@law.gwu.edu or 202-994-7338.
Law Library Rules

Please help us maintain an atmosphere conducive to study and research by complying with the following rules:

Library Access

• A current GW identification card or GWorld card must be presented to the door monitor upon each entry to the library. Non-GW patrons must present the appropriate identification as requested by the door monitor. For security purposes, and for purposes of preserving resources for those patrons entitled to use the library, the rules governing access are strictly enforced. Noncompliance will result in a denial of access. For more information about access, see Services @ the Jacob Burns Law Library, law.gwu.libguides.com/publicservices/access.

• No entry to the library is permitted when the library is closed.

• Patrons are required to leave the library premises at the close of business, during fire alarms and other emergency procedures, or when otherwise requested by library staff. The GW Police Department will be summoned if patrons fail to comply.

• Emergency exits may not be used except in the event of an emergency. Alarms on these doors automatically summon the GW Police Department.

Library Environment/Facility

• To minimize damage to library collections, furniture, and equipment and to maintain a clean environment for study, food is permitted only in designated areas: Lower Level One (LL1) and the second floor of Burns. Beverages are permitted in all areas except where computers, printers, microform equipment, photocopiers, and/or scanners are located. Patrons are asked to consume food and drinks responsibly while in the library, including cleaning up after themselves and disposing of trash.

• Smoking is prohibited in the library.

• Library staff phones are not available for public use.

• Talking on cell phones is not permitted in the Tasher Reading Room or the Stockton Reading Room. Cell phones may be used in other areas of the library; in those areas, however, patrons are requested to show consideration for others who may be studying or conducting research in surrounding areas. To find a specific zone, whether quiet or collaborative, see Library Zones @ Burns Law Library, law.gwu.libguides.com/zones.

• Library patrons may not post signs in the library.
Library Materials

- All library materials must be checked out at the Circulation Desk before being removed from the library or stored in a library locker or cubicle.

- Library materials are for the shared benefit of and use by library patrons. Any mutilation of materials, including marking, tearing, underlining, and highlighting, is considered a violation of the George Washington University Law School Academic Integrity Code, and will be referred to the Academic Integrity Committee.

- Library materials left in carrels or on tables will be shelved.

Circulation

General

The Jacob Burns Law Library is primarily a research and reference collection of law and law-related materials to be used within the library, and thus certain categories of legal materials do not circulate. Legal reference materials that do not circulate include digests, encyclopedias, court reports, statutes, codes, and regulations. Other materials that do not circulate outside the library include microform.

A search box for the library’s online catalog, JACOB, is available on the library’s homepage, www.law.gwu.edu/library. JACOB may be used to search the collection, locate an item, or determine the status of an item. If an item is not on the shelf, and JACOB does not indicate that the item is checked out, please inquire at the Reference Desk for assistance. Such items may be out on loan, shelved in the Reserve Collection, or recorded as missing and reordered. Except for materials from the Reserve Collection, hold requests may be placed on materials out on loan and searches arranged for missing items. Unless a hold has been placed on an item or the item is overdue, renewal requests may be made online, in person at the Circulation Desk, or by telephone at 202-994-6648.
Loan Rules

<table>
<thead>
<tr>
<th>GW Patron Types</th>
<th>General Collection</th>
<th>Reserve Collection</th>
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<tbody>
<tr>
<td>Law Students</td>
<td>One semester</td>
<td>2 hours</td>
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<tr>
<td>Law Faculty</td>
<td>One academic year</td>
<td>24 hours</td>
</tr>
<tr>
<td>(Periodicals–14 days)</td>
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<td></td>
</tr>
<tr>
<td>Law Adjunct Faculty</td>
<td>One semester</td>
<td>2 hours</td>
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<tr>
<td>Law Alumni</td>
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<td>2 hours</td>
</tr>
<tr>
<td>Non-Law Graduate Students</td>
<td>42 days</td>
<td>2 hours</td>
</tr>
<tr>
<td>(CLS loan rules)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Law Faculty</td>
<td>42 days</td>
<td>2 hours</td>
</tr>
<tr>
<td>(CLS loan rules)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Law Adjunct Faculty</td>
<td>42 days</td>
<td>2 hours</td>
</tr>
<tr>
<td>(CLS loan rules)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>42 days</td>
<td>2 hours</td>
</tr>
<tr>
<td>(CLS loan rules)</td>
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</tr>
<tr>
<td>University Staff</td>
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<tr>
<td>(CLS loan rules)</td>
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</tbody>
</table>

Please contact the head of collection services at 202-994-2733 or email circ@law.gwu.edu with any questions regarding circulation.

Reserve Collection

Materials are placed in the Reserve Collection primarily to assure the availability of assigned materials to students enrolled in a given course and to assure the availability of items anticipated to be heavily used. Such materials include current editions of casebooks, hornbooks, and nutshells.

Reserve materials may be searched in JACOB. To borrow these materials, patrons must be registered in the library’s circulation system. In general, Reserve books may be checked out for two hours; renewals are subject to a 30-minute waiting period. In addition to books, the library also circulates bicycle locks, clip-on lamps, headphones and audio cassette players/recorders, and chargers for laptops and cell phones.

Two hours before closing, some Reserve items may be checked out for overnight use. These items must be returned to the Circulation Desk within an hour of the library’s opening the next day. Restrictions on overnight checkout may apply to some titles.
Reference & Research Services

Librarians offer reference assistance and research consultations primarily to GW Law faculty, students, and alumni.

Assistance may be requested:
- by appointment;
- at the Reference Desk located on the first floor of the library;
- by phone at 202-994-6647;
- by text at 202-999-3685;
- by email at ask@law.gwu.libanswers.com; and/or
- by chat through the Library’s Ask Us service at law.gwu.libanswers.com.

Online research assistance also is available using the library’s topical guides, law.gwu.libguides.com/gwlawlibrary or law.gwu.libguides.com/researchguides.

Reference librarians are available to conduct instructional sessions on legal research for Law School classes, faculty research assistants, student journals, and other groups. Other services provided by the reference librarians include library orientations and instruction on the use of JACOB, the Internet, and other online resources. For further information or to arrange instructional sessions, please contact the assistant director for public services at dnorwood@law.gwu.edu or 202-994-7338.

Online Research

The library provides access to many online resources through computers in the Reference Commons (located on the first floor) and through other on-site computers, or remotely through the Law Library proxy server. For detailed information on the library’s online resources, including a complete descriptive list of subscription databases and instructions for off-campus access, see Online Databases, Books, Journals & Articles at the Burns Law Library, law.gwu.libguides.com/electronicresources.

Databases

**BLOOMBERG LAW, LEXIS ADVANCE, and WESTLAW EDGE** online legal research systems are available for use by current GW Law faculty and students; designated Westlaw and Bloomberg terminals are available for guest patrons. Dedicated Lexis printers are located on the second floor of Stockton in the printer alcove, outside the library. For questions regarding access to research systems, please contact the Electronic Services Department at electronicservices@law.gwu.libanswers.com.

**CURRENT AND HISTORICAL LEGAL RESEARCH RESOURCES**, including primary materials, periodical indexes, full-text journals, and subject-specific collections are available through Law Library subscriptions, such as the Making of Modern Law Digital Archive, Bloomberg Law, Cheetah (Wolters Kluwer), HeinOnline, Justis.com, and many more.
Catalogs

JACOB  is the Law Library’s catalog, which provides bibliographic information about materials found in the Law Library collection, their locations and availability, and for selected titles, their tables of contents. JACOB records link to selected full-text online content, including electronic books and journals. Search JACOB to find books and journals—not articles—in the collection of the Jacob Burns Law Library.

JACOB+ includes the Law Library’s catalog (books and journals) as well as other materials and selected articles to which the Law Library has access. Please note that JACOB+ does not include all content from every database to which the Law Library subscribes, nor does it include articles to which law students have access through GW’s Gelman or Himmelfarb libraries. As such, patrons are advised to search directly in relevant research databases (e.g., HeinOnline, Westlaw) and/or consult with reference librarians for search assistance.

The Law Library catalog may be accessed via dedicated terminals at the Circulation Desk, at kiosks on the second floor and selected stack levels, at research computers located in the Reference Commons (on the first floor of the library), and via a search box on the library’s home page, www.law.gwu.edu/library.

GW LAW LIBRARY WORLDCAT DISCOVERY may be used to locate books and other material at the Law Library and more than 70,000 libraries worldwide. Customized features for current GW Law students, faculty, and staff include search results that highlight any material housed at the Law Library and a direct link to—and automatic filling out of—the Interlibrary Resource Sharing request form. GW Law Library WorldCat Discovery is particularly valuable for interdisciplinary studies. This resource is accessible at gwlaw.on.worldcat.org/discovery.

THE WRLC (WASHINGTON RESEARCH LIBRARY CONSORTIUM) CATALOG reflects holdings of the American, Catholic, Gallaudet, George Mason, George Washington, Georgetown, Howard, Marymount, and University of the District of Columbia libraries, including the law and medical libraries at most of these institutions.

Consortium Loan Service (CLS)

The library is a member of the Washington Research Library Consortium (WRLC), which consists of local academic libraries in Washington, D.C., Maryland, and Virginia. Students, faculty, and staff may borrow materials from the Himmelfarb Health Sciences Library, the Gelman Library, and any WRLC library either directly or by placing a request for the material to be sent to this library. A CLS request for materials to be sent to this library is submitted through JACOB, the Law Library’s catalog.
Interlibrary Resource Sharing

Books and periodicals that the Law Library does not own or that are not at a campus library may be borrowed through interlibrary resource sharing (ILL), a service offered to GW Law students, faculty, and staff. Search in GW Law Library WorldCat Discovery, an online catalog accessed from the library’s web page, to locate materials in libraries worldwide; once the record for the work is located, submit a request by clicking the “Request from another library” link. An ILL request also may be submitted by using the form available via the link on the library research portal page, law.gwu.edu/borrowing-interlibrary-loan. For more information, please contact the Interlibrary Resource Sharing Department at ill@law.gwu.edu. Failure to return ILL materials may result in fines and/or suspension of library and other university privileges.

Special Collections & Archives

With more than 36,000 rare books, incunabula, and manuscripts from the fifteenth through nineteenth centuries, Special Collections is considered one of the finest rare law book collections in this country and abroad. A premier research destination for legal scholars, Special Collections is home to many treasures, including more than 180 incunabula (books printed before 1501), a number of which are unique recorded copies or works of extreme rarity. The Law Library’s French Collection, which includes its outstanding customary law (“coutume”) collection, is one of the largest assemblies of early French law in the United States. In late 2007, the French Collection expanded significantly when the Law Library acquired the important French historical law collection of the Association of the Bar of the City of New York. In 2010, the Law Library acquired the Bar’s historical collection of mostly nineteenth- and early twentieth-century German materials. This acquisition is one of an ongoing series of transfers of the Bar’s entire collection of historical foreign legal works to the Law Library.

Other key holdings in Special Collections include a large collection of early American statutes and practitioner guides, an abundance of significant international law titles with an emphasis on the works of Grotius, influential Roman and canon law works, and a wealth of materials on church-state relations. Trials from all jurisdictions, including a noteworthy witchcraft trial and Inquisition collection, enhance the depth of the Law Library’s holdings.

Special Collections also is home to a number of important archival collections, including the Dembling Archive, which features the professional papers of Paul G. Dembling (JD ’51), the principal architect and author of the National Aeronautics and Space Act of 1958. The Law Library’s archives also include the papers of the Jacob Burns Community Legal Clinics (1971-2003), working papers generated by GW Law professors during their associations with domestic and international law projects, and documentation of the history of the Law School. In 2012, the Law Library received the papers of Dr. Alfred Soman, a distinguished scholar of witchcraft trials in France.
The Soman Collection includes several thousand pages of typed transcriptions of Parlement trials.

Materials from Special Collections must be paged and used under special circumstances. Please contact the director of special collections at jmeade@law.gwu.edu or 202-994-6857, or the reference/legal history & rare books librarian at kwahl@law.gwu.edu or 202-994-8012, for assistance with the collection. For more information, please visit the Special Collections page of the library’s website at law.gwu.libguides.com/specialcollections.

Micrographics

The library has an extensive microform collection located on Lower Level One (LL1) and Lower Level Two (LL2). Print and online indexes are available for many of the microform materials. Microform equipment allows for viewing, scanning, and printing of images. There is no charge for viewing or scanning; however, there is a per-page printing fee.

If assistance is needed in finding or using microform materials, please ask at the Reference Desk, which is located on the first floor of the library.

Instructional Technology

The Office of Instructional Technology, located on the third floor of Stockton (S303), provides a wide range of audiovisual and other instructional technology support services to Law School students, faculty, and staff. For in-class presentations, the Office of Instructional Technology manages a sophisticated system that can record from or transmit to all classrooms. This system often is used to record audio or video streams of classes that are distributed to authorized students for online viewing through the Law School web portal. Student requests for the recording of classes should be directed to the Dean of Students office, which manages requests pursuant to the Class Recording Policy. The policy is available on the Dean of Students area of the Law School website. Faculty requests for class recording can be made by directly contacting the Office of Instructional Technology at 202-994-8210 or media@law.gwu.edu.
Computing Services

Wireless Access
The use of notebooks or other personal devices is permitted in all areas. Access to the Internet is available to students via the Law School’s wireless network. Visitors may self-register for Internet access by connecting to GWLAW_GUEST and launching a web browser. More information is available at the Law School’s Computing Help Desk located on the second floor of Stockton Hall (S202).

Research Workstations
The Law Library features research workstations for use by all library patrons. Patrons may use the terminals located on the first floor of the library in the Reference Commons; these terminals provide access to JACOB and other library catalogs, subscription databases, and other online resources. Patrons needing to use computers for word processing should use the computer lab outside the library on the second floor (STU203). Access at research workstations requires patrons to log on with a GW Law account. Visitors should consult with a reference librarian for log-on instructions.

JACOB Kiosks
All library patrons may use the public JACOB terminal located at the Circulation Desk and JACOB kiosks located on the second floor and Lower Level One (LL1).

For assistance with research workstations, JACOB terminals/kiosks, and with access to online research resources, please contact the Law Library’s Electronic Services Department at electronicservices@law.gwu.libanswers.com.

Please note: All computer activity in the Law Library is governed by the GW Acceptable Use Policy for Computing Systems and Services.
Photocopying, Printing, & Scanning Services

Xerox Services Copy Center
The Xerox Services Copy Center is located on the second floor of Stockton (S202). The fall and spring semester hours of operation are Monday–Friday, 8:00am–9:45pm; Saturday, 9:00am–5:00pm; and Sunday, 11:00am–7:00pm. Summer and intersession hours may vary. The Copy Center accepts requests from law students, student groups, faculty, and staff. Copy requests may be made in person (S202), by emailing the Copy Center at copycenter@law.gwu.edu, or by calling 202-994-2883. Please note that the Copy Center is unable to reproduce material when doing so violates federal copyright law. In addition to copy requests, the Copy Center sells USB flash drives. For detailed information about services and fees, visit or contact the Copy Center.

Photocopying
Self-service photocopiers are located on Lower Level One (LL1). All copiers operate with a GWorld card. Value may be deposited to GWorld cards online; information is available on the GWorld Card Office website at gworld.gwu.edu. Please report photocopier problems to the Circulation Desk.

Printing
The touch-screen printing kiosks located in the Law Library and Law School are part of GW’s Colonial Printing. Colonial Printing is a cloud-based, wireless printing service, enabling users to print from anywhere on or off campus, and even from a smartphone or tablet. Kiosks are located in the Law School on the second floor of Stockton (printer alcove), the second floor of Stuart (STU203), the Law Learning Center (LLC) lobby, and on the first floor of the library.

Please note that while the kiosks accept GWorld cards, credit/debit cards, or WEPA accounts as forms of payment, they do not accept GWorld Courtesy Cards.

For assistance with the printers, please refer to instructions posted near each kiosk or visit printing.gwu.edu. Please report printer problems to the Circulation Desk or call 202-994-6648.

Scanning
Patrons may scan documents and books at no charge using library scanners located in the Stockton Cellar. Please report scanner problems to the Circulation Desk.

Copyright Notice
The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. The person using the equipment is responsible for any infringement.
Law Library Arrangement & Contents

The Law Library occupies six levels of the Jacob Burns building and two levels in Stockton Hall. Maps, directories, and signs are posted on all floors, and a virtual library tour is available at law.gwu.libguides.com/library-tour. Please note that access to certain materials—such as those from Special Collections or those stored offsite—is restricted; patrons wishing to use these materials should consult with staff at the Circulation Desk or Reference Desk for paging details.

The Upper Levels

Second Floor—Basic legal materials for federal and state law research: reports of the U.S. Supreme Court and lower federal courts; federal statutory material; and selected state codes, digests, and regional reporters. The Stockton Reading Room houses local jurisdiction materials. Also on this floor, outside the library, are Colonial Printing kiosks (Stockton printer alcove & STU203), dedicated LexisNexis printers (Stockton printer alcove), the Stuart computer lab (STU203), the Stockton study room (S201), restrooms, the Xerox Services Copy Center (S202), and the Law School’s Computing Help Desk (S202).

Mezzanine—Law Library Administration, Technical Services staff offices

First Floor—Circulation area, Reference Commons, Tasher Reading Room, Rare Book Room, and Colonial Printing kiosk. Titles in high demand, materials needed for specific courses, pamphlets, and current, unbound periodicals are shelved in the Reserve Collection behind the Circulation Desk. At the Reference Desk, librarians are available to guide students in using print or online resources. Computers in the Reference Commons provide quick access to databases and the Internet. Print editions of general reference materials, including legal and nonlegal directories, dictionaries, encyclopedias, style manuals, etc., are shelved in the Reference Commons.

The Lower Levels

Stockton Cellar—Scanners, a restroom, and staff offices

Lower Level One (LL1)—Collaborative study areas and rooms, microform collections and equipment, restrooms, photocopiers, staff offices, and an outdoor courtyard terrace

Stack Level One (SL1), Stack Level Two (SL2), and Stack Level Three (SL3)—The treatise collection, call numbers A-Z. These books are arranged according to the classification system of the Library of Congress. Most law books are classified under the letter K. KF denotes American law, and international legal materials usually appear in the class JZ or KZ.

Stack Level One: KG-ZA
Stack Level Two: A–KE
Stack Level Three: KF-KFZ

Lower Level Two (LL2)—Study rooms, microform collections, and compact shelving containing bound periodicals (K1-30) and the historic collection, which includes earlier editions of treatises
Library Zones

While libraries traditionally are known as quiet retreats in which to study or conduct research, the Jacob Burns Law Library is a teaching library that also tries to meet the needs of students who are conducting collaborative research. Some areas, or zones, of the library are preserved as quiet areas where talking is discouraged. Other areas have been designed for collaborative efforts. Please observe the rules of the quiet zones, and study in the collaborative zones if you prefer an area where quiet conversations are encouraged. To find a specific zone, see Library Zones @ Burns Law Library, law.gwu.libguides.com/zones.

Quiet Zones
Tasher Reading Room (First Floor)
Stockton Reading Room (Second Floor)

Collaborative Zones
Burns Commons (Lower Level One)

Law Library Security

There are two entrances to the Law Library: one on the first floor and the other on the second floor of Burns. All other doors are locked or alarmed. Elevators and staircases are coordinated to serve both library floors and the upper (non-library) floors of Burns.

This entrance may be used only by persons with a current GW Law GWorld card; all visitors who must sign in are required to use the first-floor main entrance. Door monitors at the entrances may ask to check the identification of all persons entering the Law Library. In addition, security gates at both doors are equipped with electronic theft detection devices that will sound an alarm when library materials have not been properly checked out at the Circulation Desk. If the alarm sounds, the patron must return to the Circulation Desk and allow the circulation assistant to process the materials.

Patrons are advised to keep their personal belongings with them at all times while in the library. Any unusual or suspicious activity should be reported immediately to the Circulation Desk.
Area Libraries

Students, staff, and faculty of the Law School may use many of the other libraries in the metropolitan area. Because access policies change from time to time, it is highly recommended that patrons who wish to gain access to another area library contact the library in advance of a visit.

Other GW Libraries

- Eckles Library: library.gwu.edu/eckles
- Gelman Library: library.gwu.edu
- Himmelfarb Health Sciences Library: himmelfarb.gwu.edu

Other Area Law Libraries

- American University: library.wcl.american.edu
- Catholic University: www.law.edu/library
- George Mason University: www.law.gmu.edu/library
- Georgetown University: www.law.georgetown.edu/library
- Howard University: library.law.howard.edu
- Law Library of Congress: www.loc.gov/law
- Martin Luther King Jr. Memorial Library: www.dclibrary.org/mlk
- University of Baltimore: law.ubalt.edu/library
- University of the District of Columbia: udclaw.libguides.com/home
- University of Maryland: www.law.umaryland.edu/Thurgood-Marshall-Law-Library
Miscellany

Confidentiality
The Jacob Burns Law Library adheres to the American Library Association and American Association of Law Libraries’ policies on library confidentiality issues. A copy of the library’s statement regarding patron rights and confidentiality is available upon request at the Reference Desk and at law.gwu.libguides.com/publicservices.

Exams
Law students may obtain copies of previous exams by downloading or printing copies from the Law School web portal.

Fire Alarms
When the fire alarm sounds, library patrons must immediately evacuate the building through the nearest exits.

Lactation Room
A lockable lactation room is available in the library. For more information, please contact the Dean of Students at deanofstudents@law.gwu.edu or 202-994-8320.

Library Lockers
Library lockers are available to LL.M. and S.J.D. students. For details, please visit the Library Administrative Office (BM01) or contact the library’s executive coordinator at gbell@law.gwu.edu or 202-994-1375.

Library News
For library-related information, please refer to the following:

- Ask Us—Burns Law Library Q&A, law.gwu.libanswers.com
- Blog, blogs.law.gwu.edu/gwlawlibrary
- Facebook page, facebook.com/gwlawlibrary
- Faculty Scholarship Blog, gwlawlibraryscholarship.wordpress.com
- A Legal Miscellanea, alegalmiscellanea.com
- LibGuides, law.gwu.libguides.com/gwlawlibrary
- Twitter, twitter.com/GWLawLibrary
- Web page, www.law.gwu.edu/library
Lost & Found

Inquiries about lost possessions may be made at the Circulation Desk at 202-994-6648, the Law School Records Office at 202-994-6261, or the GW Police Department at 202-994-6948.

Messages

The Law Library can neither accept phone messages for patrons nor page library patrons.

Restrooms

Within the Law Library, restrooms are located on Lower Level One (LL1) and in the Stockton Cellar. Additional restrooms are located throughout the Law School buildings.

Study Rooms

Except during reading and exam periods, study rooms may be reserved by currently enrolled GW Law students for two-hour periods. These rooms can be reserved through the Law School’s online room reservation system. Study rooms on LL1 may be reserved only by study groups of two or more students. All library rules apply in these rooms.

Suggestions & Comments

We welcome suggestions and comments about the Law Library, including recommendations for the library collection. Suggestions and recommended acquisitions may be submitted by placing a suggestion card in the suggestion box on the first floor near the entrance.

Supplies

Heavy-duty staplers, a heavy-duty electric hole punch, standard staplers, a three-hole punch, a paper shredder, and a pencil sharpener are located near or at the Circulation Desk. To report any problems with these supplies, please stop by the Circulation Desk.
Telephones
Library staff phones are not available for public use.

Terrace
The outdoor courtyard terrace on Lower Level One (LL1) is part of the Law Library and is generally accessible (except during inclement weather) for individual or group studying. All library rules apply in this area.

Theses
To locate theses authored by post-J.D. candidates of the Law School, patrons may search JACOB by keyword, author, or call number (AS36.G3). Selected Law School theses may also be found online through the ProQuest database made available by the Gelman Library.

Virtual Library Tour
An interactive, virtual tour of the library is available at law.gwu.libguides.com/library-tour.
Notes