Topics

1. Library Policies
2. Managing a Research Plan / Working with Faculty
3. Research
4. HR – Tina Blanks

Library Policies

1. Checking out books for faculty
   - NOT under your name
   - Law Library
     - Have faculty fill out form
     - Sent by Professor Brannon
   - University Library
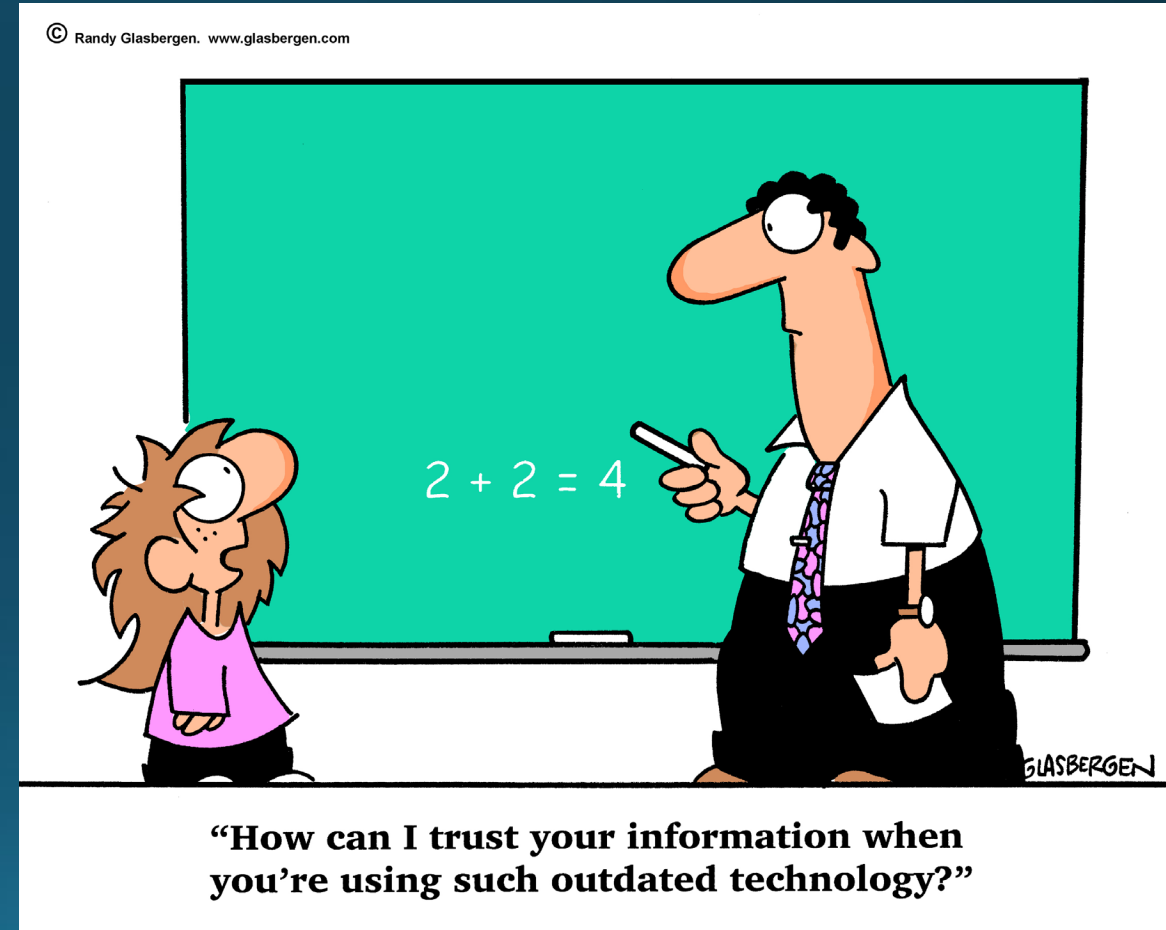   - Come to library – get checkout Card
2. Inter Library Loan
   - Fill out form, fill out form OR
   - Email Gerald Perriman gperriman@GSU.edu

2. Managing a Research Project

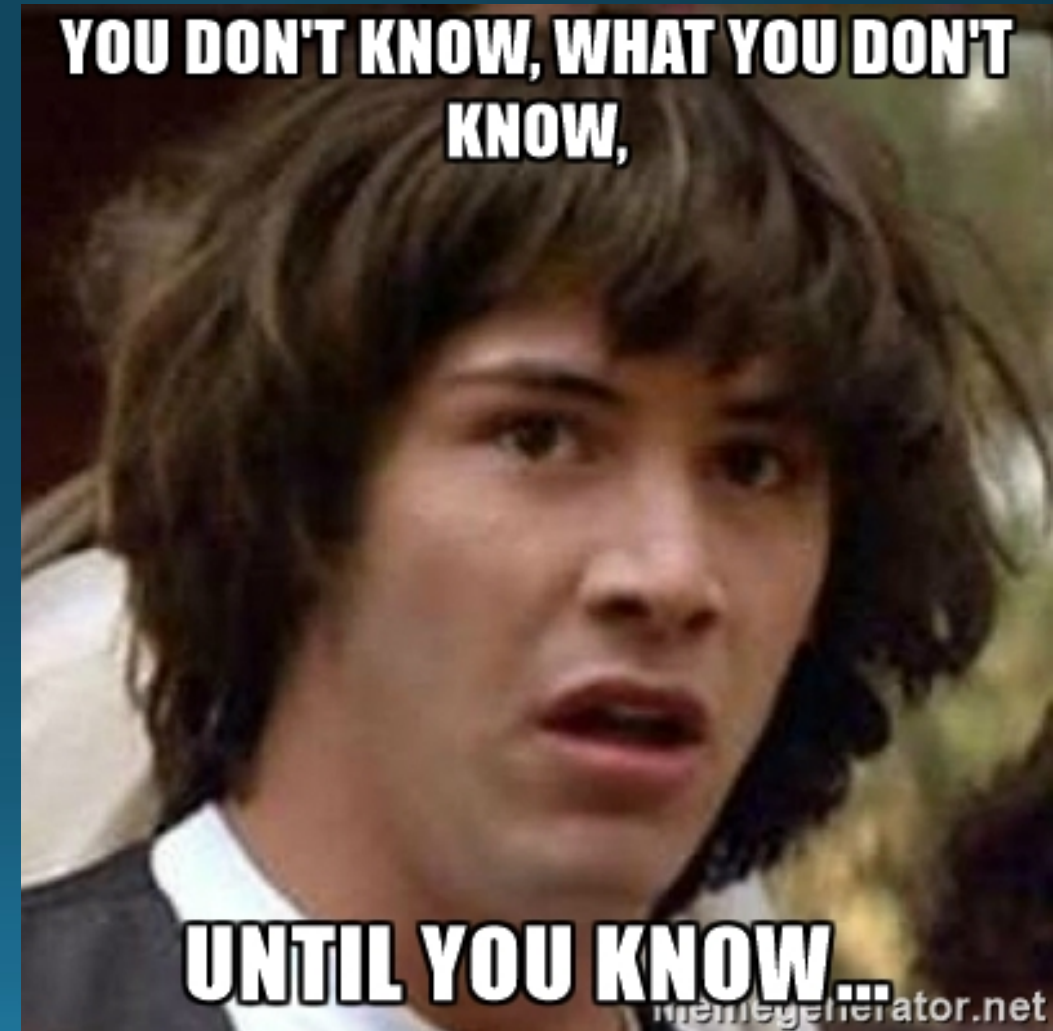A. Work with faculty to develop a plan

- Take notes, ask questions
    1. What they want, any context (what they want to find out, do with the info)
    2. Deadlines?
    3. Depth
    4. Suggestions where to look?
        1. Faculty or librarians
    5. Output (how they want it)
        1. All the documents?
        2. Hyperlinks?
        3. Form?

© Randy Glasbergen. www.glasbergen.com

2 + 2 = 4

GLASBERGEN

"How can I trust your information when you're using such outdated technology?"

2. Managing a Research Project

B. Research Logs / Keeping Track of Results

1. You need a log to show what you found
   - Useful
   - Not Useful
2. Present the entire history of your search
3. How
   1. Legal Research Worksheet
      1. www.lawlibrary.gsu.edu > research and collections > legal research worksheet

2. Managing a Research Project

C. Tech Tools
    1. Zotero – zotero.org
    2. Mendeley - mendeley.com
    3. Refworks – refowrks.com

3. How to start your new research project.

- Starting is the hardest part
  - Different materials
  - Different Areas
  - Faculty can Westlaw themselves

When starting a new job, establish your dominance by karate chopping the first person you see.

Research Guides!

1. Tell you how to research something
   a) Most used treatises
   b) Databases
   c) Journals
   d) Terms of art
   - How?
     - GSU Research Guides
       - http://libguides.law.gsu.edu/
     - Other Law Schools / Organizations, etc
       - Google "_____ (your topic) research guide"

Reference Assistance

- Chat Reference – lawlibrary.geu.edu
- Email reference – lawreference.gsu.edu
- Individual consultations

4. Nonlegal Research

- Nonlegal Sources
  1. Proquest Central (University Library)
  2. Ebscohost Databases (University Library)

5. Catalog

- GSU Catalog
  - What can you find
    - Books (No kidding??)
      - Law Library
      - University Library
      - Universal Catalog
    - Other publications (2 Antioch L.J. 47)
    - Other databases - Pubmed
- Worldcat (for ILL)
  - WE HAVE ACCESS TO THE WHOLE WORLD!!!!

Takeaways

- Use Research Guides!
- Use the Catalog
- Keep Track of your research
- Ask questions
  - Don't just flounder
    - Chat reference
    - 404-413-9102
    - lawreference@gsu.edu
    - pparsons@gsu.edu