

Barco Law Library Directory

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|---|--|
| Acquisitions and Serials Librarian | Pat Roncevich |
| Administrative Assistant | Helen Jarosz |
| Cataloging and Systems Librarian..... | Sallie Smith |
| Circulation Supervisor | Katie Nye |
| Course Reserves..... | Christopher Todd |
| Director | George Pike |
| Electronic Research and Technology Services Librarian | Susanna Leers |
| Faculty Research Services Librarian | Kristen Baginski |
| Foreign and International Law Librarian | Linda Tashbook |
| Get It | Katie Nye |
| Information Services Librarian | Karen Shephard |
| Interlibrary Loan | Katie Nye |
| Library Accounts and Payments | Kate Frey |
| Looseleaf Updates..... | Kate Frey |
| Microform Maintenance | Nathan Traurig |
| New Books | Pat Roncevich |
| Preservation..... | Jantosh Gerling/Jon Wichmann |
| Public Services, Associate Director..... | Marc Silverman |
| Routing | Jantosh Gerling |
| Shelving..... | Jon Wichmann |
| Technical Services | Jantosh Gerling, Jon Wichmann, Hong Yu |

Research Services

Interlibrary Loan

The Interlibrary Loan (ILL) service is available for those times when the Barco Law Library collection does not possess a desired book or journal article. Through our membership in the cooperative library service, OCLC, we can access the holdings of hundreds of libraries across the United States. The Barco Law Library can borrow a significant amount of this material for your use. Last year, we obtained over 270 books for faculty and students and over 700 pages of photocopies. Generally, loans and photocopies take two weeks to arrive unless a local library can supply the material. Interlibrary loans can be initiated through the electronic form on the library web page or simply by sending an e-mail to the Interlibrary Loan staff member who handles this duty to

request specific books and articles. There is no cost for School of Law faculty to use this service. We can also arrange for articles to be copied from journals held by the other Pitt campus libraries at no charge. While the University Library System (ULS) also offers an ILL service, we recommend that you use our Interlibrary Loan services instead of the University-wide Interlibrary Loan service. In the past, School of Law faculty members have received very large fines for not returning materials on time. Our ILL service will send you a notice when your books are due. Also, we have arrangements with some other law libraries to borrow materials that would not ordinarily circulate. See also: “*Get it!*”

“Get it!”



The University Library System (all of the non-medical libraries on campus) has a faculty lending service called “Get it!” Fill out a form on PITTcat to have books checked out and delivered to your mailbox.

Articles also may be requested and delivered via e-mail.

To place a “Get it!” request, search PITTcat, the University’s online catalog,

for the desired item. Click on the title to access the item record. Next, click on “Get it!” near the top center of the screen. You will be prompted to enter your University username and password. Upon doing so, click “Login.”

At the bottom of the next screen under “Make a selection...,” choose “Get it!” and click “OK.” A confirmation screen listing the item you want should appear. Here you may enter any additional details, if

needed (i.e., title of an article, volume number, year).

You may also choose where you prefer to pick up the item by clicking on the ellipse near "Pick Up At." Choose "Law School Lending" to have the request sent to the Barco Law Library. To finalize your request, click the "Submit" box at the bottom of the screen. You should receive a message verifying that your request has been placed: "Your Get it! Request was successful!" Your item will be delivered to your mailbox once it arrives at the Law Library. Please contact a librarian if you have questions about this process.

When you are finished with the materials, you need only return them to the Barco Circulation Desk, and we will arrange for them to be returned to the lending library. Requests for items from the Falk Medical Library, the Western Psychiatric Hospital Library, or any of the Pitt regional campus

Rare Book Room

The Rare Book Room is located in the southeast corner on the fourth floor of the library. Use of this collection is restricted. Contact one of the librarians for access. The collection contains a modest selection of works primarily from

libraries are handled differently. Such requests should be sent to the Interlibrary Loan staff member.

Please be aware that while faculty members may borrow items from other libraries (Pitt and non-Pitt), they are responsible for any overdue fees that may result if the items are returned late. For example, if a book is borrowed from Hillman Library or the Carnegie Library, and it is returned after the due date, any related overdue charges are the responsibility of the individual faculty member. It is important to know when the materials need to be returned, and to return them to the library Circulation Desk on time to avoid late fees.

Faculty members also are responsible for any fees related to damaged or lost items they have borrowed. This applies to items from the Barco Law Library, as well as any others.

the 18th and 19th centuries. All treatises from this collection have been cataloged in PITTcat. The room contains a large table for reading or note-taking. Materials can also be charged out and taken to faculty offices.

Research Assistants

School of Law faculty members can arrange for their research assistants to have proxy patron privileges in the Barco Law Library. As a proxy patron, your research assistant will be able to charge books in your name. To initiate this procedure, simply send an e-mail to the Circulation Supervisor indicating the name of your research assistant. For Hillman Library proxy patron procedures, call 648-7800.

Upon request, librarians can provide advanced research instruction to your research assistant. Librarians can offer

research strategies and highlight legal/interdisciplinary databases and print resources of which your research assistant may not be aware.

During the summer months, informal gatherings sponsored by the Barco Law Library are held for faculty research assistants. Barco Law librarians are available to consult with research assistants on research problems that they be encountering during their projects.

Faculty Research Fellows

The Faculty Research Services Librarian supervises several law students who function as “floating” research assistants. These research assistants, known as “Faculty Research Fellows,” work on legal and interdisciplinary research projects of a limited duration. In the past, the program has undertaken assignments

as varied as cite checking, searching for quotations and articles, and locating judicial opinions.

Contact the Faculty Research Services Librarian to receive more detailed information about this program or to submit a research project.



Leading Online Legal Resource Providers



LexisNexis™

The library subscribes to both the Lexis and Westlaw databases. These databases can be used to find primary and secondary sources of law for the United States, and selected international and foreign

Westlaw™

law is also available in electronic form. Access is by password only.

For Lexis and Westlaw training and passwords, contact the Electronic Research & Technology Services Librarian.

Printing: Documents retrieved on Lexis and Westlaw can be e-

mailed, saved electronically, or sent to various printers located on the 3rd and 5th floors. Lexis and Westlaw printers designated for faculty use are located in Room 514.

BNA Publications



The library subscribes to several BNA electronic publications. BNA is a publishing company that specializes in providing news and information on recent opinions, legislation, and regulatory developments for specific topical areas of law. BNA publications are widely respected for their comprehensive and objective reporting and analysis. The Barco Law Library has subscriptions for electronic access to the following titles:

ABA/BNA Lawyers' Manual on Professional Conduct
Antitrust & Trade Regulation Report
Bankruptcy Law Reporter
Criminal Law Reporter
Electronic Commerce & Law Report
Employment Discrimination Report
Environment Reporter
Environment & Safety Library
Family Law Reporter
Health Law Reporter
Intellectual Property Library
International Trade Reporter

Labor & Employment Law Library
Patent, Trademark & Copyright Journal
Privacy and Security Law Report
Securities Regulation & Law Report
Tax & Accounting Center
Tax Management Weekly Reports
U.S. Patents Quarterly
United States Law Week
White Collar Crime Report
World Intellectual Property Report

BNA electronic publications can be accessed from the law school building at: <http://www.law.pitt.edu/library> or by retrieving the title in PITTCat and clicking on the Web access link. A traveling password is also available to faculty who wish to access these publications remotely. Subscriptions to BNA e-mail alerts highlighting recent legal developments for BNA electronic publications are also available to law school faculty members and law students. Please contact the Electronic Research and Technology Services Librarian for details.

Online Research Subscriptions

Faculty members have access to a large number of research databases that are paid for by Barco Law Library and the University Library System. The law library subscribes to over 60 law-related electronic resources.

To view the Barco subscriptions and links, go to the Barco Law Library home page at: www.law.pitt.edu/library and click on "Barco Databases." These subscriptions can usually only be used at computers located within the Barco Law Building (no other campus buildings). However, we can arrange password access to many of these resources for faculty who would like to use them via remote access. If you would like the remote password for any Barco database, please contact the Electronic Research & Technology Services Librarian.

Passwords for remote use are also posted under Technology on the law

SmartCILP

The library has a subscription that allows faculty to sign up for SmartCILP, a personalized periodical current awareness tool for legal researchers based on the University of Washington Law Library's Current Index to Legal Periodicals. SmartCILP provides personalized e-mail delivery of lists of topical articles. Faculty can select

school extranet at:

<https://extranet.law.pitt.edu>

Law school faculty can also avail themselves of the academic database subscriptions held by the University of Pittsburgh campus-wide library system.

These databases are located online in the Pitt Digital Library at: <http://wfxsearch.webfeat.org/clients/wfxupitt/azList.asp> and can be browsed either alphabetically or by subject area.

These databases are accessible from any University of Pittsburgh computer. You can connect to the Pitt Digital Library from off-campus by going to: <https://sremote.pitt.edu>. You will be prompted for your Pitt (NOT law school) username and password to login to the Pitt Computer Network.

individual legal subjects and/or journal tables of contents that are of interest to them. The complete version of the CILP covering all topics also may be accessed. SmartCILP will e-mail a weekly citation list of recently published articles matching the selection every Wednesday. SmartCILP also provides links to Lexis and Westlaw when an article is available in those databases.

To receive SmartCILP or to modify your current SmartCILP record:

- Go to:
<http://lib.law.washington.edu/cilp/scilp.html>
- Click on “Create or change a SmartCILP profile (with proper authorization code only).”
- Fill out the SmartCILP User Profile and enter Pitt Law’s authorization code: 4434. Be sure to use your law school e-mail address.
- Mark the subject categories of interest to you, and/or choose the journal titles for any tables of contents that you wish to see.
- At the end of the subject categories there is a “Next” button to enter your profile.

- You will see your “User Profile Information.” Check that the information is correct and click on the “Accept” button.
- You will receive a confirmation message in your e-mail.

If you would like to have the full version of the CILP sent to your electronic mailbox, contact Jon Wichmann at wichmann@pitt.edu.

You can view CILP in HTML, MS Word, or PDF format. The Word and HTML versions place a Lexis and Westlaw link next to each article citation (you will be prompted for your password), so you can easily view the article.

Recent Acquisitions

Each month the library publishes an electronic list of new acquisitions. The **New Books** list is available on the Library Website at: www.law.pitt.edu/library. New acquisitions are listed by title, author, and date added to the collection.

Faculty members are e-mailed links to the recent acquisitions and may request that new books be charged to them and delivered to their office or mailbox by contacting the Electronic Research & Technology Services Librarian.

Periodical Routing

Faculty can request to have any periodical subscribed to by the law library routed to their mailbox before being placed in circulation. Our subscriptions include most legal journals as well as a number of interdisciplinary periodicals, general newspapers, and newsletters in law-related fields. You can conduct a title search in PITTcat, <http://pittcat.pitt.edu>, to ascertain

whether the Barco Law Library owns a specific journal. Once you have ascertained that we subscribe to a periodical, you can request that it be routed to you by using the online form on our Web site at: <http://www.law.pitt.edu/library/FacultyRoutingRequest.php> or by contacting the Technical Services Department at x4-2014 or roncevic@pitt.edu.

New Book Recommendations

If there is a book, journal, or video that you think should be added to the collection, please let us know. You can either contact Pat Roncevich (roncevic@pitt.edu), your Library Liaison, or click on “email us” under “Requesting Books” on the Barco Law Library: Services for Faculty site.

Please provide us with any bibliographic information that you have. Also, you can let us know if you want the book routed to you. We will try our best to get the item; however, if we cannot, we will be sure to alert you and inform you of the reason.

Faculty Office Collections

Full-time faculty members may ask the Law Library to purchase works to be retained in their individual offices. Professors may keep the titles until they leave the Law School or no longer have a need for them. The Library provides each full-time faculty member with annual funding (up to \$500) for these requests, which may include books, subscriptions and loose subscriptions, and loose-leaf

services. The works will be cataloged, processed and marked as “Faculty Office Collection” copies. They are only available to the requesting faculty member until they are returned to the library, at which time they will be placed in the stacks. To learn more about this service or to make a request, please contact Pat Roncevich, Acquisitions Librarian, at roncevic@pitt.edu or your library liaison.

Online Public Catalog (PITTCat and PITTCat+)

All materials in the Barco Law Library are represented in the University of Pittsburgh Libraries Online Catalog at <http://pittcat.pitt.edu/>. A web interface to the catalog (providing single query access to the online catalog as well as digital collections) is available at <http://pittcatplus.pitt.edu/>. Entries in PITTCat for selected reference materials also contain link showing the shelf location of these materials in the Law Library. Feel free to contact the Cataloging and Systems Librarian with

any comments or questions concerning the content or use of the catalog.

The Barco Law Library continuously posts electronic lists of new acquisitions on the library’s website under “News & Events” (<http://www.law.pitt.edu/library>). Each new book title is accompanied by a cover image and content summary with a link to the online catalog for further subject heading searching. Contact the Cataloging and Systems Librarian if you would prefer to receive, via e-mail, a monthly listing of new titles.

Electronic Resources

Electronic resources available to the Law School community are represented in PITTCat with a direct link to the resource. Contact a librarian if you have any problems accessing these resources.

Teaching Services

Bibliographic Instruction

Information literacy and the ability to precisely and efficiently locate and synthesize legal information is an essential skill for attorneys of the 21st century. Barco law librarians are available to provide bibliographic instruction for any law school class. Research presentations are customized to address the resources available for the specific area of law covered by your class. These presentations can be of any length and amount of detail, from 15 minutes to 2-hour sessions and beyond. If given

enough time, we can provide a bibliography of resources. Many faculty members utilize this service on a day when they plan to be out of town. Usually we need about two weeks' notice to put together a program.



Contact the Associate Director for Public Services, Marc Silverman, at x8-1376 to make arrangements for a presentation.

Reserve Materials

We can arrange to put treatises, photocopies of articles, audio recordings and videotapes, DVDs, and just about anything else on reserve. We ask for the item 24 hours in advance of notifying your class. There is a form to fill out when placing items on reserve; copies of the form may be picked up at the Circulation Desk (see *Attachment*). All photocopies to be

placed on reserve must be supplied by the faculty member. For most classes three copies of the assigned readings are sufficient. Items to be placed on reserve can be given directly to the Circulation staff member assigned to this service or dropped off at the Circulation Desk. All items will be returned at the end of each semester.

Study Rooms

The library has six study rooms available for use on the fourth floor. Room 422 seats six people, and Room 441 is a much larger room with a

seating capacity of eight but is capable of holding a few more. Faculty may reserve the rooms in advance by calling the Circulation Desk at x8-1323.

Audiovisual Materials

The library has a modest collection of audiovisual materials. The collection is comprised of videorecordings (VHS and DVD formats) and sound recordings (CDs). These materials can be browsed in PITTCat by doing call number searches for “Videorecordings” or “CD Collection.” They fall into two categories – instructional videos and popular movies with a legal theme. The instructional materials circulate to faculty for seven days and the popular movies circulate for one day. There is a \$5 per day overdue fine for the popular movies. The library has equipment available to view these materials in Study Room 422. A list of our videotapes and DVDs is located at the Circulation Desk.



Swank Movie Database

The library, through one of its consortia memberships, has the ability to license popular movies for student viewing. The Swank movie database lists thousands of current films that are available to be shown in their entirety to students in a classroom setting or mounted on a web platform like TWEN for a semester.

A film may be edited to view selected relevant portions and comments may be added for remote viewing. More information on this service is available from the Electronic Research and Technology Services Librarian.

Computer Assisted Legal Instruction (CALI)



The Barco Law Library is a member of the CALI consortium, a nonprofit educational organization that creates and distributes interactive computer-based tutorials to help students practice and master legal concepts. There are over 600 CALI lessons in 32 areas of law available for use, all of which were created by law school faculty and approved by the CALI editorial board.

Topics covered range from Administrative Law and Arbitration to Torts and Wills and Trusts. The CALI lessons can be integrated into your course Web sites. CALI lessons are available in two forms—on a free CD-ROM that can be obtained from the library Circulation Desk and online at the CALI Web site. To access the CALI lessons, visit their Web site at: www.cali.org.

There is a one time registration requirement in which you provide your e-mail address and create a username and password. You will be asked to enter the University of Pittsburgh faculty authorization code which is: PITBRG167fac (case sensitive). CALI has recently begun to produce podcasts of half an hour or less in which law faculty discuss specific legal concepts for law students.

Faculty Web Pages

Both Westlaw and/or Lexis provide educational technology products that enable faculty members to create detailed Web pages for law school courses.

Westlaw's product is called TWEN. TWEN enables you to give electronic tests and grade them anonymously, link from your syllabus to articles located in Westlaw, and host online bulletin boards, among other things. Additional faculty support resources, like electronic versions of teacher's manuals, the AALS directory, digital pictures, and a newsletter are on Westlaw at:
<http://lawschool.westlaw.com/twen/default.asp>

Students or faculty can download the podcasts into their computers or iPods. If you are interested in using CALI lessons, authoring CALI lessons, listening to a CALI podcast, or just finding out more about CALI, please contact the Electronic Research & Technology Services Librarian.

Lexis's product is called LexisNexis Web Courses. You can go straight to their course creation form at:
<http://www.lexisnexis.com/lawschool/webcourses/> This product enables you to set up online discussion groups, link to CALI lessons, and link to any materials included in our Lexis subscription.

If you would like training or assistance in Web page creation for professional or course Web pages, TWEN, or LexisNexis Web Courses, please contact the Electronic Research & Technology Services Librarian.

Publication Services

Pitt Law in SSRN: Legal Studies Research Paper Series



Promoting the scholarship of our faculty members worldwide, the University of Pittsburgh School of Law has established a Legal Studies Research Paper Series in SSRN's e- Library. SSRN, the Social Science Research Network, is accessible at www.ssrn.com.

Various forms of works in any stage of completion may be added to our Series in SSRN as long as copyright issues have been resolved prior to posting. These postings may include working papers, abstracts, published works, book chapters, etc.

While a few professors have elected to post works earlier in the process, most of our faculty members are posting after acceptance for publication but before actual publication, with the consent of the publisher.

An additional benefit to posting your works in SSRN is communication with peers and other researchers. Offering detailed author contact information, SSRN fosters a community of scholarly exchange among authors and other subscribers.

Information you will need to provide when posting a work in SSRN is as follows:

- The document in MS Word, WordPerfect, or PDF format
- Author name and e-mail address
- Title
- Type of work (accepted paper, working paper)
- Abstract
- Keywords
- Choice of SSRN e-Journals
 - < Contact Karen Shephard to obtain this list of SSRN's subject-specific electronic journals.
 - < Select approximately 10 in which you would like your work announced. The abstract of your work will be distributed to the selected journals, pending acceptance by the journal's editor.

If you would like to post a work to SSRN, please contact the Information Services Librarian, Karen Shephard, at shephard@pitt.edu or x8-1337. She will assist and answer any questions you may have involving SSRN.

Law Review Article Submission via ExpressO

The University of Pittsburgh has an institutional account with ExpressO (Express Online Deliveries to Law Reviews powered by Berkeley Electronic Press). ExpressO is an electronic delivery service that simplifies the process of submitting manuscripts to law reviews for their consideration. Over 550 law review publications currently participate in ExpressO. The University of Pittsburgh Law School credits faculty members with \$100 for ExpressO electronic and paper delivery submissions per year. This amount should be sufficient to cover manuscript submissions of between 20 and 50 law reviews. (Electronic submissions incur a \$2 charge and paper submissions—which are required by a few law reviews—are \$6.50.) You are responsible for paying any charges in excess of \$100 and may use money available in your professional allowance for this purpose. Please note that you must use your law school e-mail address as a login to utilize your \$100 credit.

Why Use It?

- It's easy and convenient. The entire process takes less than an hour of your time and can be completed at any time of the day or on the weekend. There is no waiting for photocopies or need to sign multiple cover letters.
- It's quick. Transmissions are immediate to law reviews that accept electronic copies. Articles are printed and mailed within one

business day to law reviews that only accept print.

- It's confirmed. Delivery of your article is confirmed via e-mail by ExpressO. Additionally, you will receive direct communication from law reviews that provide confirmation.

How Do I Use It?

- Following are instructions for getting started. (Note that you can use WordPerfect instead of MS Word, but Word is preferred by most law reviews and you can choose only one of them.) In order to submit an article you will need:
- Names, e-mail addresses, and institutions of all authors (**required**)
- Full-text MS Word version of the article (**required**)
- Cover letter—in a separate Word document on electronic letterhead (recommended)
- CV—in a separate Word document (recommended)
- Abstract—free form, can type in or cut and paste (recommended).
- Subject area(s)—You will be asked to select the CILP subject area(s) for your article from a list which your secretary can provide or is available at:
http://law.bepress.com/repository/search_by_subject.html.
- Keywords (optional)
- Your credit card in case you go over the \$100 allotment. (You can submit the overage for reimbursement from your professional allowance.)

Getting Started Using ExpressO



You can do this yourself or ask your secretary. All of the secretaries have been trained to use ExpressO, so if you need assistance, please do not hesitate to contact your

secretary. If you or your secretary have questions or need further assistance with ExpressO, please contact Karen Shephard at x8-1337 or shephard@pitt.edu.

- Use your Internet browser to go to: **<http://law.bepress.com/expresso/>**
- Click on “Start your Submission.”
- Enter your e-mail address and password.
 - < Forget your password? Click on the “forget your password” link and enter your law school e-mail address when prompted. Your password will be e-mailed to you immediately.
 - < New user? Click on “Create a FREE Account” in the upper lefthand corner of the screen. Type

the requested information in the boxes and be sure to put “University of Pittsburgh” in the Institutional Affiliation box. Click on the “Sign Up” box on the bottom left of the screen. A password will be sent to your e-mail inbox. Go to Outlook and open the message from support@law.bepress.com and retrieve your password. Enter the password in the password box on the screen.

- Click on “Log In.”
- Select Microsoft Word or “Switch to WordPerfect” and click on “Continue.”
- Follow the on-screen instructions.
- If you would like to change your password or personal information, click on “My Account” in the upper right corner of the screen. Then click on “Edit Profile.”

Article Submission Resources

In addition to the law review and journal information available in ExpressO, the following websites offer more details on those publications and others, and may be helpful in determining the best publications to submit your newest scholarship to.

Washington & Lee’s site, *Law Journals: Submissions and Rankings*, provides a list of general and specialty journals that may be viewed alphabetically, by ranking or subject, or by using various

combinations. You also may qualify your list by choosing to view student-edited, peer-edited, or refereed journals or any combination of these as well. To access the site, visit <http://lawlib.wlu.edu/lj/>.

Information for Submitting Articles to Law Reviews and Journals, an article by UMKC’s Nancy Levit and Allen Rostron, provides concise information on journal preferences and rankings of over 200 publications and is updated annually. You may access the most recent version

on SSRN at

<http://ssrn.com/abstract=1019029>.

Several popular Interdisciplinary Journals are not available in ExpressO or included in other listings. The Barco Law Library created its own list of these publications that includes details on their submission preferences. It is available on the Extranet under "Article Submissions" and can be accessed at:

<https://extranet.law.pitt.edu/articlesubmit/>

[InterdisciplinaryList10.pdf](#).

Emory University School of Law has the following quick list of *Law Review Article Length Limits and Preferences*:

<http://library.law.emory.edu/for-law-faculty/support-for-scholarship/law-review-submission-resources/law-review-limits/>. It includes information on the top 35 most-cited general U.S. legal periodicals.

University Research & Teaching Support Services

Research

Statistics Consulting Center

<http://www.stat.pitt.edu/resources/consulting-center.php>

The Statistics Department offers individual consultations for faculty needing to develop statistical studies.

Office of Research

<http://www.pitt.edu/~offres/proposal.html>

The Office of Research provides leads to grant sources plus proposal writing support and guidance on developing all kinds of research projects (i.e., how to construct a research instrument).

Office of Marketing and Communications

<http://www.umc.pitt.edu>

The office of Marketing and Communications will print or electronically publish research-related products for faculty. For example, if you are interested in self-publishing research results and disseminating them to colleagues throughout the country, or you would like a specialized website to go with a research project, this office can assist. Visit their website to learn more about how the Office of Marketing and Communications can help you promote your scholarship.

Production Services

In addition to the assistance of our School of Law Document Technology Center, the University CIDDE can assist with the design and production of conference posters, electronic graphics, and more. *See the following section on CIDDE services.*

Teaching

CIDDE (The Center for Instructional Development and Distance Education)

<http://stage-new.cidde.pitt.edu/>

The center was established to strengthen the instructional development and support services available to faculty.

CIDDE Teaching Support

<http://stage-new.cidde.pitt.edu/teaching>

Many professors are aware of the wealth of teaching resources available at the CIDDE. Programs on instructional design, methods and strategies, and new teaching technologies are just a few. But CIDDE services are not limited to instruction.

CIDDE Production Services

The CIDDE **Graphic Design Department** (<http://stage-new.cidde.pitt.edu/-5>) can assist with the design and production of print materials (i.e., designing and producing fliers or posters for a conference), presentation graphics for an electronic display, design and production for video (including 3-D animation), and web page and web site design. These services are available for classroom purposes, program support, and non-instructional uses as well.

The CIDDE **Rich Media Production** services (<http://stage-new.cidde.pitt.edu/rich-media-production>) offer streaming video, DVD duplication, poster design and printing, and much more. Visit the CIDDE site to learn more about these services and others that can help you with your instructional and presentation needs. *Fees do apply for some services.

Personal Services

Accessing Your Library Records

Using PITTCat, you can check your library account to see what books are checked out in your name, when they are due, and any fines that you owe. Go to PITTCat at: <http://pittcat.pitt.edu>. Click on “My

Account” in the lower right side of the main page. You will have to provide your Pitt University ID number and last name to login to your account information.

Library Liaison Services

Every faculty member is provided with a librarian liaison to assist them with their library needs. The Library Liaison Program was established to provide a primary librarian contact who can be relied on to:

- Help locate the resources needed for your research;
- Familiarize themselves with the professor’s current research interests;



- Aid the professor’s research assistants in their duties;
- Serve as your ombudsman for complaints/suggestions/needs;
- Forward your requests for book/journal purchases to the Acquisitions librarian.

The library liaison assignments are available at the beginning of this Handbook on page ii.

**University of Pittsburgh School of Law
Library Liaisons for the Faculty
2011-2012 Academic Year**

Librarian Contact Information

FALL 2011

Library Director: George H. Pike (412) 648-1322
 Director of Public Services: Marc Silverman (412) 648-1376
 Electronic Services Librarian: Susanna Leers (412) 648-1329
 Faculty Research Services Librarian: Kristen Baginski (412) 648-1327
 Foreign & Int'l Law Librarian: Linda Tashbook (412) 648-1303
 Information Services Librarian: Karen Shephard (412) 648-1337
 Acquisitions and Serials Librarian: Pat Roncevich (412) 648-1321
 Cataloging and Systems Librarian: Sallie Smith (412) 648-1326

| Professor | Librarian Liaison |
|------------------|--------------------------|
| Allen | Roncevich |
| Ashley | Baginski |
| Baylis | Tashbook |
| Brake | Shephard |
| Brand | Tashbook |
| Branson | Baginski |
| Bridy (fall) | Baginski |
| Brostoff | Pike |
| Burkoff, John | Smith |
| Burkoff, Nancy | Leers |
| Chew | Shephard |
| Cohen (fall) | Pike |
| Collins | Leers |
| Crossley | Shephard |
| Curran | Tashbook |
| Deasy | Shephard |
| Eyal-Cohen | Silverman |
| Flannery | Baginski |
| Flechtner | Tashbook |
| Frolik | Pike |
| Garrow | Silverman |
| Gonzalez-Rose | Roncevich |
| Gruener | Leers |
| Hamoudi | Tashbook |
| Harris | Shephard |

| Professor | Librarian Liaison |
|------------------|--------------------------|
| Herring | Silverman |
| Hellman | Pike |
| Hibbitts | Smith |
| Infanti | Silverman |
| Jalloh | Tashbook |
| Lobel | Tashbook |
| Luneburg | Baginski |
| Madison | Shephard |
| Mahoney | Shephard |
| Mannix | Leers |
| McCarthy | Roncevich |
| Meisel | Smith |
| Nordenberg | Pike |
| Oh | Silverman |
| Rist | Tashbook |
| Ross | Roncevich |
| Sinsheimer | Leers |
| Smetanka | Leers |
| Spivack (spring) | Shephard |
| Taylor | Baginski |
| Teeter | Baginski |
| Velez-Martinez | Leers |
| Wang | Baginski |
| Wasserman | Smith |