



Welcome to the Law Library

Key services and facilities

IS Helpdesk

- Library information
- Book and journal related searches
- EASE and computing password help
- Printing account payments

Computing

- Open access computers
- Accessible workstation and scanner
- Wifi - register for a wireless account to use your laptop in the library

Self Requests

Requests for items on Loan or held in the Library Annexe may be made through DiscoverEd and collected from our self-collection shelf at the Helpdesk.
Information at: www.ed.ac.uk/is/self-requests

EASE

To access MyEd and electronic resources use your EASE username and password.
<https://www.myed.ed.ac.uk/>

Photocopying, Printing and Scanning

- Printing, photocopying and scanning facilities are available in the library.
- Use your Print Credit account and matriculation card to pay for printing and photocopying.
- Top up your account on line via MyEd.
- Use EveryonePrint to print from your mobile device or tablet:
<https://www.everyoneprint.is.ed.ac.uk>

Visiting Library yellow card holders can now photocopy, scan and print.
Please visit the IS Helpdesk for information.

Charges

Black and White		Colour	
A4/A3 single-sided	5p	A4 Colour	30p
A4 double-sided	8p		

Borrowing information

Category	Loans	Loan Period
Undergraduate	30	1 – 4 weeks
Postgraduate Taught	50	1 – 12 weeks
Postgraduate Research/Staff	60	1 – 12 weeks
Alumni	15	1 – 4 weeks
External	5	1 – 4 weeks

Item status

Item in library	Available at the Law Library
Item not in library	Checked out from the Law Library

Reserve

Three hour loan period - limited to three items.

Fines

Overdue books are charged at the following rates.

Standard loan	20p per day
Short loan	40p per day
Reserve	2p per minute
Recalled item	£1 per day

Finding books and journals

www.ed.ac.uk/is/catalogue

- Use DiscoverEd to find the shelfmark.
- Make a note of the shelf mark and refer to the Floor Guide.
- Go to the floor holding the book sequence and refer to the shelf mark guides on the book stacks.
- Journals are held in the Law Library and Library Annexe – use DiscoverEd or ask for assistance at the Helpdesk to find location.

Legal Citations

Abbreviations can be looked up online using the Cardiff Index to Legal Abbreviations:
www.legalabbrevs.cardiff.ac.uk

Information Services

www.ed.ac.uk/is/information-services

www.ed.ac.uk/is/library

The Library essentials web page is your starting point for links to Information Services and Library Resources.

- DiscoverEd
- Databases
- e-journals
- e-books
- Helpservices

DiscoverEd

DiscoverEd is the Library's discovery service. Use it to search the Library's collections: this includes books, e-books, journal titles, journal articles, databases and more. Use EASE to sign into your Library Account and manage loans, requests and fines.

Use the DiscoverEd search box on the Library homepage: www.ed.ac.uk/is/library or go to the DiscoverEd homepage: <http://discovered.ed.ac.uk>

e-books

The Library has over 360,000 e-books. Find e-books using DiscoverEd or by browsing e-book collections. More information on available e-book collections: www.ed.ac.uk/is/finding-resources

e-journals

The Library subscribes to over 40,000 e-journals. Browse or search for e-journals using DiscoverEd. You can also use DiscoverEd to find journal articles.

Databases

The Library subscribes to an extensive range of specialist databases. An A-Z of databases is available: www.ed.ac.uk/is/databases-a-z

Find databases for your subject here: www.ed.ac.uk/is/databases-subjects

RAB (Request a Book)

For further information:

www.ed.ac.uk/is/book-recommendations

Service Alerts

Library and Information Services alerts are advertised in advance:

<http://reports.is.ed.ac.uk/alerts/>

Follow @Isalerts on Twitter: www.twitter.com/isalerts



Law Library Location Guide

Ground Floor

- Helpdesk – for enquiries, help with library and printing accounts and password reset
- Self Service facilities including Book Issue and Return, Registration and DiscoverEd Search Points
- Printing, copying and scanning facilities
- Reserve Books – 3 hour loan
- Current Journal and New Book Display
- Printed Journal sequence (KX)

First Floor – Quiet Study area

- Group Study Rooms 1.16 and 1.17 – Bookable via MyEd
- Accessible work station and additional height adjustable desk
- Printing, copying and scanning facilities
- Laptop lockers
- Public Statutes, Current Law, Halsbury's, and Loose-leaf collection

Second Floor – Quiet Study area

- Law & Europa – LC Book sequence continues from Floor 3
- Laptop lockers

Third Floor – Silent Study area

- Self-issue facility
- Law & Europa LC Book sequence starts

Open Access computers

- Room G.04 – Ground Floor entrance next to DHT lifts
- Law Library – Ground, First and Second Floors



Law Library
David Hume Tower
George Square
Edinburgh
EH8 9JX

Tel: 0131 650 2044
Email: IS.Helpline@ed.ac.uk

University Security 24/7
 Based at 13 Infirmiry Street, Edinburgh, EH1 1LT
 Tel: 0131 650 2257 or, in an emergency, 2222 on
 internal extensions.
 Email: security@ed.ac.uk

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Designed by Graphic Design Service, LTW, ISG, The University of Edinburgh
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v6 - 2017

Fire Safety

On hearing the fire alarm, leave the building **immediately** using the nearest available fire exit.

- Lifts must not be used
- Do not stop to collect belongings
- Go directly to the Fire Assembly Point designated to your building
- Follow the instructions given by fire stewards

The alarm is tested every Wednesday at 10:53 am.

Law Library Opening Hours

Days	Library open	Library closes
Monday - Thursday	9.00am	10.00pm
Friday	9.00am	7.00pm
Saturday	9.00am	5.00pm
Sunday	12.00 noon	5.00pm

Vacations

Days	Library open	Library closes
Monday - Friday	9.00am	5.00pm

Further information can be found on the following:

www.ed.ac.uk/is/law-library

