



Books, Directories, Encyclopedias, Loose-leaf Publications & Law Reviews

Books

Everyone knows what a book is. They are ubiquitous and have been a standard form of publishing for over 400 years. There are some variations on the terminology used to describe particular kinds of books. A treatise is generally a methodical survey of a large topic. A monograph is generally a methodical examination of a topic which is subset of a larger topic. Treatises and monographs may appear in single or multiple-volume works. While these distinctions are interesting, they have little relevance for locating materials.

Most books found in libraries are organized on shelves against a classification system. There are two major classification systems for general libraries, the Dewey Decimal System, and the Library of Congress system. Some libraries utilize the Superintendent of Document's system (SuDoc) for government publications. The point of each classification system is to organize related materials together so they can be shelved and retrieved efficiently. To some extent, the details of organization or less relevant than the tools used to retrieve desired materials. In this situation, the library's online public access catalog (OPAC) is the tool.

The OPAC content is accessible in a variety of way. The most common types of searches are by author, title, and subject, as these are the traditional access points in a paper catalog. The online catalog offers these, as well as keyword search, numerical search (standard numbers, call number), material type, and others.

Subjects are controlled vocabulary, as provided by the Library of Congress. Use subject search to find other books classified under the same subjects. This is not unlike using a key number to find similar cases. Many online catalogs hyperlink subjects listed in a bibliographic record to make a subject search directly from a search result.

For a detailed look at the Dewey system, see <http://www.frsd.k12.nj.us/barleylibrary/lib/student/dds.htm>.

For a detailed look at the Library of Congress Classification system, see <http://www.loc.gov/catdir/cpsolcco/lcco.html>.

WorldCat

WorldCat is a database provided by OCLC to member libraries. It contains approximately 57 million records from libraries across the world. This database is searchable for books, serials, media, and other cataloged items held in libraries. Libraries tend to make WorldCat available to their affiliates, but not to the general public. For DePaul University, the database is available through the A-Z database list available through the General Libraries web page.

Aside from the depth of records available through WorldCat, the search interface breaks down



the standard bibliographic records into individually searchable fields. The standardized bibliographic record is called a MARC record. Researchers need not delve into the standard, as it does not affect the research process. However, for those brave souls willing to tread the paths of catalogers, visit <http://www.loc.gov/marc/> for the Library of Congress' in depth description of the format. Bring lots of caffeine. What a researcher does need to know about the record is that most interfaces offer standard searches by keyword, author, title, subject, call number, standard number, media type and other variations on the record and description of an item. The less common fields may be attractive for searching depending on the information known about the item. For example, when searching for a foreign law compilation, using the language field is an easy way to determine whether the compilation exists in English beyond the native language of the originating country.

Common questions about WorldCat are whether it will bring up a table of contents in results, and whether it will search articles. There are selected tables of contents in WorldCat, either through links to a service by the Library of Congress, or as part of the record detail supplied by the original cataloger. However, these are not a consistent feature of catalog records within WorldCat, or the Library of Congress service. As such, retrieving items based on entries in a table of contents is inconsistent using WorldCat. The database does not perform keyword searches on the internal text of an entry.

As a related search issue, WorldCat does not allow for searches for authors and titles of chapters within an anthology. For example, a book with many essays each written by different authors and edited under the auspices of a general editor (or editors) can only be located by searching for the name (title search) of the collection or the name(s) (author search) of its editors. Usually a citation will provide the additional information about the collection. If not, try searching for the essay authors or chapter titles in the law review section of Lexis or Westlaw. Typically if someone had cited this material in an article, the article authors will almost always provide the source of the essay. Once the source is identified, it's easy to search for the collection in WorldCat. It is possible that a cataloger may have entered individual authors and titles from the compilation in the notes area of the bibliographic record. A keyword search may turn up information as this level of detail is optional on the part of the cataloger who created the original bibliographic record.

There are no articles in the WorldCat database. However, the interface may be used to search specific article databases. These databases are not part of WorldCat as such, but separate electronic collections available through OCLC as optional subscriptions to individual libraries and consortia. These 21 other databases can be selected through a drop down menu selection within WorldCat. The interface may change somewhat to reflect the different levels of search in the different databases. The specific search options (field searches) will vary to conform to the structure of the individual databases as they are selected.

The subscription list will vary from library to library depending on the access each library has purchased. Examples of these separate articles collections include ABI Inform, Articles First, FirstSearch, Medline, ERIC, Wilson Select Text, and others.

Each bibliographic record in WorldCat includes a statement of what libraries around the world (including local libraries) hold the title. Certainly this information gives a researcher the information as to whether the sought after material is in another accessible library, or whether it



needs to be acquired through interlibrary loan. However, without knowing the holdings of a particular institution, there is no way to tell if an issue of a serial is available. Libraries may keep titles in the collection and in the online catalog, but may have cancelled the subscription, or simply identify missing issues as lost. The catalogs of individual libraries usually contain detailed holding statements as to what is on the shelf of an institution. The local catalog generally will give the status of an item, whether it's checked out, overdue, available, etc.

The trend in WorldCat is to include basic holding statements for local libraries. As this development is an ongoing process, however, not every piece of information for every library that could be reported is reported. The alternative is to check the online catalog for a particular institution, if one is available.

Directories

Directories are specialized guides to locating an individual or entity. Any phone book is perfect example of a general directory. Listings are by the names of individuals or businesses, and for the companion yellow pages, by business type.

There are lots of directories related to law that are useful to researchers. The first are people oriented, and the second type are entity oriented. For Illinois attorneys, the two major paper listings are the Martindale-Hubbell Law Directory and the Sullivan's Law Directory. There is a third national directory of attorneys called the West Legal Directory, and it is only available online through Westlaw or on the Internet through Findlaw. Martindale-Hubbell, as a product of Lexis Publishing, is exclusively available online on Lexis.

Martindale-Hubbell is a multi-volume set that is a national directory of attorneys and law firms. Each volume covers a range of states that are listed alphabetically. Aside from contact information and practice, there is usually some biographical information such as law school of graduation, and date of degree. There is not, however, detailed biographies of any attorneys. Selected listings also include attorney ratings. For more information about these ratings, see <http://www.martindale.com/ratings>. Note that Martindale-Hubbell does not contain every attorney in every state. Lawyers, for a fee to the publisher, provide their own information for inclusion in Martindale-Hubbell.

Other features of Martindale-Hubbell include directories of experts and other law related services, general surveys of the law of individual states, an international lawyer directory, and an international law survey. The entire set is revised annually and completely republished for subscribers. The 2005 volumes represent the 137th year of publication for this directory.

Sullivan's Law Directory has been published since 1876 as a directory of Illinois Attorneys. The book is now published in two volumes, with Volume One as the main listing for Illinois attorneys by location, and Volume Two listing government officials, Illinois law school faculty and staff, and various sets of court rules of interest to Illinois Attorneys.

There are directories that are unique to particular areas of law such as a directory of corporate counsel, or a directory of insurance counsel. There are many directories for federal judges, members of congress, and state and federal officials among others. Some of these directories



contain significant biographical information in addition to contact information.

National Legal Encyclopedias

The two major national encyclopedias are Corpus Juris Secundum (CJS), and American Jurisprudence 2nd (AmJur2d). Both are published by Thomson/West. Corpus Juris Secundum has always been a West publication. American Jurisprudence 2nd became a West/Thomson publication after the original publisher, Lawyer's Cooperative Publishing was acquired by Thomson in the 1990's. Topics are organized alphabetically (similar to a general encyclopedia) within the 200 or so volumes that make up each set. Both encyclopedias contain cross-referencing to other West research tools such as topics and key numbers, and sample computer searches.

Both sets are extensively indexed in their paper versions. They are updated with yearly pocket parts, although the federal tax volumes are completely rewritten and replaced yearly to reflect the current status of tax law. AmJur2d includes a New Topics loose-leaf volume to add breaking areas of law to the set. These are added to bound volume at the time the appropriate volume is revised and replaced.

As suggested by their names, these are second editions of the sets. Most topics in the first editions have been revised, updated, and replaced by their second edition counterparts. Many law libraries tend to have sets of both the first and second editions. There are times when early cases may refer to materials in these sets. There are also a few obscure topics in American Jurisprudence that were not carried over to the second edition. By and large, however, there is little need for the first edition of each set for contemporary legal research.

There are slightly different editorial styles between the two sets. CJS attempts to cite every possible authority it can find for a legal proposition, while AmJur2d is a bit more selective. The writing style of AmJur2d is a bit more modern in comparison to CJS. Westlaw has online access to both CJS and AmJur2d, and Lexis provides online access only to AmJur2d.

Illinois Legal Encyclopedias

There are state and regional encyclopedias as well. Illinois has two such publications, Illinois Law and Practice (West) and Illinois Jurisprudence (Lexis). Illinois Law and Practice is published by West and is a comprehensive survey of Illinois Law. The set is arranged alphabetically into topical chapters, and then into section. The set includes several index volumes. Each section has cross-referencing to other West publications, key numbers, and other research references.

Illinois Jurisprudence is a competing publication from Lexis. Rather than covering all Illinois law, the set focuses on major topics that are useful to a practitioner. These include civil and criminal procedure, criminal law, personal injury, estate administration, family law, business associations, and others. The analysis in this set is cross-referenced to Lexis, and Lexis Publishing titles.

There are other regional or state encyclopedias covering the law of various jurisdictions. Many of these are available on either Lexis or Westlaw, depending on which of the two now own the



publishing rights. These online services are the mostly likely source for out of state encyclopedic information. The trend for many libraries, especially academic libraries, is to rely on Lexis and Westlaw for encyclopedias for remote jurisdictions. For example, Florida Jurisprudence 2nd is available on Lexis. Ohio Jurisprudence 3rd is available on Westlaw. Consult the guides for each service for encyclopedia coverage for states other than Illinois.

Loose-leafs

Loose-leaf publications exist in several varieties. The purpose of publishing a book in loose-leaf format is to keep it up to date as possible. The frequency of update depends on the publisher and the nature of how fast new developments come about in a particular subject. CCH, for example, updates the Standard Federal Tax Reporter and the Federal Securities Law Reporter weekly. BNA publishes the Daily Tax Report and the Daily Labor Report. The publication schedule can range from weekly, to monthly, to a period of several months at a time. Typically, current awareness publications and practitioner materials are published in this format, as the information they contain is time sensitive for accuracy.

The standard for updates varies with the type of publication. Current awareness publications usually add a new set of pages to a binder as the publication schedule dictates (daily, weekly, monthly, etc.). The binders may cover anywhere from a month to a year, and act as archives for the title. Each set of pages acts as an issue covering the latest developments for the subject of the publication.

Titles that are treatises are usually updated by replacing existing pages throughout the book with new ones. Normally, the new pages have the same page numbers, although they can vary depending on the needs of the publisher. For example, a single page covering pages 10 and 11 can be replaced with 10, 10A, 10B, 10C, 11, 11A, and so on. There are other variations on this that a publishers can use.

Publishers tend to add release dates and numbers to the bottom of the page, which gives a sense of currency to the information contained on that page. A current release page (although not always) indicates both the date and number, if any, of the most current update to the volumes. This page, at least, gives some type of notice as to when the book was last updated.

Law Reviews

Every accredited law school has at least one student-run scholarly publication known as a law review or a law journal. Many schools have more than one. The main journal is usually general, meaning that articles on many subjects can appear in a single issue. The other journals may be devoted to a single issue, such as constitutional law, environmental law, religion, and the like. A typical volume contains 4 issues, although larger schools such as Harvard, Yale, the University of Chicago and comparable schools issue volumes that contain between 9 and 11 issues per year. The publication history will vary with each school.

Law reviews are a good source for analysis of complex, developing, or leading issues. Law school faculty members tend to write most of the articles that appear in these publications. Practitioners may also contribute to a law review, although the editorial standards at most law



reviews discourage practitioners from submitting manuscripts. Articles about, by, and for practitioners are more likely found in bar journals, which tend to focus on the more immediate issues facing attorneys as they deal with clients and work in the courts. Nonetheless, and depending on the nature of the inquiry, a good law review or bar journal article may offer an analysis of a research issue which may be narrow in scope, and cite cases and other materials that support the analysis and affect the research issue.

Individual law reviews will also publish survey issues. Many of the Illinois law reviews, for example, will publish a survey of annual developments in various areas of law, such as administrative law, or property law, or general combinations of selected subject areas. Some will focus on the developments within a specific court, such as the 7th Circuit Court of Appeals, or the Illinois Supreme Court. These are usually regular features in the yearly run of a law review volume. The subject will vary with the law review association and the historic interests of the school.

A symposium issue is another type of issue that may appear on an irregular basis. This issue will contain multiple articles devoted to a single topic. The articles themselves may be papers presented at a conference held at the law school, or papers that formed the basis of a series of lectures. Typically, the series of articles will contain multiple points of view on the topic. Articles presented as a symposium may take all or part of a single issue within a volume.

Law reviews have been around since the late 19th century. They are indexed by two major publications in paper, and in several online databases. The two paper sources are the Index to Legal Periodicals and Books (ILP), and Current Law Index (CLI). ILP is published by the H.W. Wilson Company, which publishes other categorical literature indexes. ILP began publication in 1908 and currently indexes nearly 850 law reviews and approximately 1,400 monographs. Law related monographs were added to the index in 1994, although the index coverage (and best use) is primarily articles. Both publications include articles from the United States, Great Britain, Canada, Australia, and New Zealand.

The most current issues are paper pamphlets that are compiled into permanent volumes. Many of the earlier volumes in the set cover ranges of years. However, with number of journals increasing, each permanent volume now covers one year's worth of indexing.

The paper product comprises annual volumes that are organized by author and subject. They include tables of statutes construed, tables of cases that are the subject of articles (rather than cases cited – Shepards and KeyCite will list law review citations to cases and statutes, among others), and tables of book reviews for the time period covered by the annual issue.

CLI is published by the Gale Group and began publication in 1980. It indexes approximately 680 publications in print. It has many of the same characteristics of its competitor product, with author and subject listings, tables of cases, statutes, and book reviews. The table of statutes, however, is usually more refined in that it will indicate specific subsections. This is a useful feature for researching statutory collections such as the Internal Revenue Code. Another characteristic that distinguishes CLI from ILP is that it includes references to legal newspapers such as the Chicago Daily Law Bulletin.

Free from the restrictions of print, the electronic versions of both of these publications index



well between 1,000 and 2,000 law and law related titles in their respective databases.

The Wilson database is a commercial product and is part of their WilsonWeb offerings. It covers between 1982 and the present. Another database called Index To Legal Periodicals Retrospective 1918-1981 covers 750 legal periodicals. This database appeared in the summer of 2004. The Wilson online database will link to about 200 titles that offer full-text of the indexed article. More information about Wilson databases is at <http://www.hwilson.com/default.cfm>. Follow the links under “electronic products.”

The Gale Group database is known as Legal Resources Index (LRI) and is available through Lexis and Westlaw. The content is also commercially distributed as LegalTrac, which expands on the journals coverage to include more law and law related publications. The database covers 1980 to the present. For more information on content and structure of these databases, go to <http://www.gale.com/>. Gale has a list of titles that are indexed in CLI and LegalTrac available for download in spreadsheet, word processing, and PDF format.

Current Index to Legal Periodicals (CILP)

CILP is a product of the University of Washington Library. It produces the table of contents of periodicals received by the Library in the prior week. Most academic libraries received this publication. It is also available on Westlaw with a rolling coverage of the most current eight weeks of listings.

The Index to Foreign Legal Periodicals

This index covers approximately 360 foreign language legal publications. Listings not originally in the English Alphabet are transliterated to the English alphabet.

American Law Reports

This title combines elements of legal encyclopedias with characteristics of law review articles. The typical ALR volume will contain selected cases covering unique or interesting points of law and supplement them with an annotation. Each annotation examines the specific points of law in great detail, explaining how jurisdictions line up on the issue, what are the leading cases, what the trends may be, and related research references, both in print and electronic.

ALR was once published by Lawyer’s Cooperative Publishers but became a West publication when LCP was absorbed into West Group in the early 1990’s. ALR is now in its 5th series. Series 1 through 3 covers both state and federal issues. Series 4 and 5 cover state issues only, with a companion publication, ALR Federal, taking over the federal issues.

ALR appears on Lexis and Westlaw beginning with the 2nd series. Volumes are supplemented with annual pocket parts beginning with the 3rd series. Annotations are updated online by merging the text revisions with the original text as it appears in print. There are two paper indexes, the ALR Index, and the ALR Digest. Both will point to articles via subject. The last volume of the ALR Digest contains a table of superseded annotations, with references to annotations that are more current than those listed in the table. There is also a Shepards Citations volume for ALR citations.