Exam Papers
The Library makes available print versions of exam papers for the last three years. These are held behind the Library desk and can be borrowed for a one hour loan period. Electronic versions of exam papers are available through Blackboard.

Electronic Resources

Databases
The Library subscribes to a number of Internet databases. The databases most relevant to Law are as follows:

- **Academic Search Complete**
  Multi-disciplinary database containing full-text for nearly 9000 journals.

- **Business Source Complete**
  Access to business journals & company profiles.

- **Industrial Relations News**
  A weekly Irish publication covering industrial and employee relations issues.

- **Infotrac General One File**
  A multi-disciplinary database of articles from over 10,000 journals, magazines and newspapers.

- **JSTOR**
  Is an archive of academic journal back issues in the areas of business, education and law. There are 112 titles in the collection.

- **Justis**
  Justis provides access to The Irish Reports and Irish Digests, published by The Incorporated Council of Law Reporting for Ireland. This gives coverage of over 80 years of Irish case reports and contains the full text data of published cases from 1919 to the present day. The data is updated every 3 months.

- **LexisNexis LNB Legal**
  Includes UK & Irish cases, UK law journals, International legal information, All England Law Reports, The Irish Reports etc.

- **LexisNexis News & Business**
  Provides access to full-text online legal, news & business information sources. Includes Irish & International newspapers, international company, news and business sources etc.

- **Social Science & Humanities Library (T&F)**: Over 1000 journals covering a broad range of subject areas including Business, Law, Management & Economics.

- **Westlaw IE**
  The most comprehensive Irish online legal research service. It provides access to Irish case law including ILRM and ILTR, consolidated legislation, annotated legislation, journals etc.

- **Westlaw UK**
  Access to UK law journals and UK legal information.

- **Wiley Online Library**
  Allows citation/abstract searching of a broad multidisciplinary collection including humanities.

The majority of the above listed databases can be accessed from outside I.T Carlow. For **Off-Campus** log-in, users will be asked to enter their I.T Carlow network log-in and password. Please contact Library staff for more information.

Access to all of our online resources are available through the Library website at:

www.itcarlow.ie/library/home.htm

Need more help?
If you have any difficulty in using any of these resources, please contact your Liaison Librarian.

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Introduction
Welcome to the Library service of the Institute of Technology, Carlow. The services provided by the Library include book lending, individual and group study facilities, photocopying, information retrieval service and access to a range of online databases.

The Library holds a broad range of resources both printed and electronic to support the area of Law. This includes books, journals, databases, Law Reports, newspapers and various other items.

Legal literature can be divided into two main categories – primary materials and secondary materials.

Primary materials are the written sources of the law e.g. Acts of the Oireachtas, Statutory Instruments, Law Reports etc.

Secondary materials include all other types of legal literature which are not formal records e.g. books, journals etc.

To facilitate the research process, this guide provides a brief outline of how to search for these different types of material.

Library Catalogue
The Library catalogue is the starting point for locating information on a particular subject. It is a searchable listing of all materials held in I.T. Carlow libraries.

Users can complete an initial search under a variety of search terms such as Author and Title. Alternatively, more search options are available by selecting ADVANCED SEARCH. This allows users to search under a larger variety of search terms such as Keyword, Subject or Shelf Number. Users also have the option to limit their search results to particular item types such as a current journal or a particular library location.

The online library catalogue also acts as an information portal to quality web-based resources, e-journals and databases.

The Library catalogue can be accessed at:

https://libsearch.itcarlow.ie/

Books
Books are arranged by subject according to the Dewey Classification System. Each book in the Library is assigned a Dewey shelf number that identifies its subject matter. This number can be found on the spine of the book. The classification numbers for Law are 340 – 349. The following is a broad outline of the Dewey shelf numbers that are relevant to Law:

- 340 Jurisprudence
- 341 International Law
- 341.2422 European Law
- 342 Constitutional Law
- 342.06 Administrative Law
- 342.41708 Data Protection
- 343.052 Trade/Industrial Law
- 344 Social/Labour/Welfare Law
- 345 Criminal Law
- 346.03 Torts
- 346.043 Land Law
- 346.015 Family Law

The book collections are divided into three categories. The general lending book collection from 001—699 is located on the ground floor (Stack 1-11) with the 700s—900s located on the first floor (Stack 21). Items from this collection can be borrowed for a loan period of one week.

The short loan collection is located on the ground floor (Stack 11). This collection contains items that are in high demand and can be borrowed for a period up to 48 hours.

The Law Reference collection is located on the ground floor (Stack 17-19) and contains items such as law reports, law journals, the Geoffrey Hand Law Collection etc. This collection also holds textbooks that are in high demand and are for library use only.

E-Books
The Library subscribes to a number of e-book platforms which are relevant for Law. These include:

- The Ebook Central platform covers all subject areas, providing access to over 85,000 titles.
- SAGE Handbook Collection—covers areas such as criminology, criminal justice etc.

These can be accessed via the Databases listing at: http://libguides.itcarlow.ie/az.php

Law Reports
The Library subscribes to various collections of Law Reports which include the All England Law Reports, Weekly Law Reports and the Irish Law Reports. These collections are located in the Law Reference section (Stacks 17-19) on the ground floor.

Journals
The Library subscribes to a number of print journal titles in the area of Law. The current year’s journals are located in Stack 20 on the ground floor beside the Law Reference collection. Back issues of Law journals are located in the Law Reference section (Stacks 17-19) on the ground floor.

Journals are often a source of the most current information on a topic and are arranged in subject order like books using Dewey shelf numbers.

E-Journals
Apart from the print journals to which the library subscribes, there are over 30,000 journals, newspaper and magazine titles available in full-text to IT Carlow users via subscriptions to online databases. Off-campus access to these resources is also available to all staff and registered students of the Institute.

To do a one-stop online search of these resources, users can use the EDS Discovery Service. Using Basic or Advanced searching, users can browse for relevant material.

Users can also browse the listing of available resources by discipline through this Discovery service, available at: www.itcarlow.ie/library/services/eds.htm