

# MABIE LAW LIBRARY GUIDE

#### MABIE LAW LIBRARY

# https://law.ucdavis.edu/library/Phone: (530) 752-3327Address<br/>400 Mrak Hall Drive<br/>Davis, CA 95616-5203Need Help?<br/>Ask a Law Librarian: lawlibref@ucdavis.edu<br/>Reference Desk: (530) 752-0210Circulation Desk:<br/>Circulation Phone: (530) 752-3327

## Welcome

# Access: The Mabie Law Library is open to all for legal research during open hours.

Only UCD Law school affiliates with ID cards may remain in the Law Library after hours.

The Mabie Law Library has both print and online legal resources which can be accessed during the Library's open hours. However, Lexis and Westlaw are unavailable to non-law school affiliates. The Library is not available as a study area for non-law students.

#### **Reference Services**

Reference Librarians are available to assist in locating print and online resources through the Mabie Law Library. Librarians can also provide research tips, but are **not** able to give legal advice or to do legal research on demand.

You may contact a reference librarian at the library reference desk by phone at (530) 752-0210, or by email at lawlibref@ucdavis.edu.

### **Computers, Printing, & Photocopying**

Public Terminals: Computers in the Library Lobby may be used by anyone for legal research. Computers are not available for email or word-processing.

**eResources:** Select databases are accessible **ONSITE only** for non-law school affiliates. Lexis and Westlaw are not available for non-law school affiliates.

**Food & Beverages:** Drink and food are not permitted near computers.

**Photocopier/printer**: A photocopier/printer is available for use by the public on Level 3 of the library stacks. The cost is \$.10 per page. The machine accepts **ONLY** Reprographics copy cards.

Cards may be purchased at Shields library. Printing is available from public access computers. Directions for printing from these computers are posted at each of the terminals.

#### **Library Hours**

When law school classes are in session, the Library is open Standard Hours (see below). During the summer and when the law school is not in session, the Library has reduced hours (see Recess Hours below), and is closed on holidays. For a full listing of hours and holidays, please see Full Hours and Closures on the library website, <u>https://law.ucdavis.edu/library</u>.

Standard Hours (while law school is in session):	Recess Hours (during summer and law school breaks):
Mon - Thu 8 a.m 8 p.m. Fri 8 a.m 5 p.m. Sat - Sun 11 a.m 5 p.m.	Mon - Fri 8 a.m 5 p.m. Sat - Sun Closed

#### Services Circulation Services

Non-UC Davis Affiliates	Loan Period	
Circulating Books—(two renewals max)	3 weeks or 3 days	
Circulating Reserve	4 hours	

#### **Eligible Borrowers:**

• Non-UC Davis affiliates may borrow up to 5 circulating items with proper identification.

**Non-Circulating Books:** Some books are marked "NON-CIRCULATING" to assure their availability at all times. Non-circulating books should be used at or near the shelves where they are located in the Library stacks. Place on the re-file shelves located on every stack level near the elevator when finished.

**Reserves:** Reserve books circulate for 4 hours. Non-affiliates are required to leave ID at the desk and may not remove books from the building.

**Renewals:** Loans generally may be renewed unless there has been a recall or hold request. Renewals may be made by phone (530 752-3327).

**Book Returns:** Mabie Library books must be returned to the book return slot at the Circulation Desk. After hours, books can be returned to the Mabie Law Library book drop box located at the North entrance. **All Shields books must be returned to the Shields Library.** 

**Fines:** Books not returned after two recall or overdue notices will be billed at the cost of the book plus a processing fee. Charges for damaged books will be assessed on an individual basis.

#### Seating

**Tables, Group Study Rooms, Carrels**: Study rooms and the Main, North, and South Reading Rooms are reserved for UC Davis Law students. The majority of carrels are assigned to law students; however, unoccupied carrels may be used by anyone doing legal research until an assignee returns.

During reading and exam periods, all seating other than the Reserve Room is reserved for law students.

#### Parking

**Parking:** Public parking is available at meters along Mrak Hall Drive. In addition, you may park in the Gateway Parking Structure across from the Mondavi Center by purchasing a day pass. Visitor permit information is available at <a href="https://taps.ucdavis.edu/parking/information/visitor">https://taps.ucdavis.edu/parking/information/visitor</a>.

#### **Additional Information**

**Library environment and behavior:** The law library is a quiet place of study. Any behavior that disrupts an environment that is conducive to study will not be permitted. Library users must be respectful and civil to library staff and other library patrons. Users violating these or other library policies will be asked to leave the library.

**Mobile phones**: Use of cell phones in Library study areas is not permitted.

**Circulation Desk** (530) 752-3327

**Reference Desk** (530) 752-0210

University Library (Shields) (530) 752-7815

University Fire Department (530) 752-1236

**Security**: Do not leave valuable materials unattended, as the building is open during library hours.

**Lost & Found**: Found items are held at the Circulation Desk for a reasonable time. Valuable items will be turned over to the campus police.

#### UC Davis is a non-smoking campus.

University Operator (530) 752-1011

**University Police** (530) 752-1230