

Barco Law Library

Faculty Services Handbook

2023-2024



4th Floor, Barco Law Building

412/648/1323 (circulation)

412/648/1325 (reference)

**University of Pittsburgh School of Law
Library Liaisons for the Faculty**

2023-2024 Academic Year

FACULTY	LIAISON	FACULTY	LIAISON
Abbott (Fall)	Roncevich	Lipton	Tashbook
Adawi	Leers	LLM	Tashbook
Allen	Roncevich	Lipton	Tashbook
Ashley	Shephard	LLM	Tashbook
Baylis	Tashbook	Lobel (Fall leave)	Tashbook
Belczyk	Tashbook	Madison	Shephard
Brake (Leave)	Shephard	Mannix	Leers
Brand	Tashbook	Nelson (Spring)	Bernstein
Bratman	Todd	Nixon	Roncevich
Carter	Shephard	Oh	Bernstein
Chew	Shephard	Pierson-Brown	Leers
Cohen	Leers	Portela-Valentin	Todd
Crossley	Shephard	Rivera	Bernstein
Curran	Tashbook	Roberts (Spring)	Todd
Dangel	Leers	Shah	Leers
Dickinson	Shephard	Sinsheimer	Leers
Donley	Roncevich	Spearlt	Shephard
Farah (Spring)	Roncevich	St. Val	Bernstein
Fisher (Fall)	Leers	Stewart	Leers
Fitzgerald (Spring)	Leers	Sundquist	Bernstein
Forster	Leers	Teeter	Todd
Gismondi (Fall)	Shephard	Vats	Todd
Grote (Spring)	Bernstein	Velez-Martinez	Leers
Hackney	Roncevich	Wang	Shephard
Harris (Spring sab.)	Shephard	Weisberg (Fall)	Roncevich
Health Care	Todd	Wildermuth (Leave)	Shephard
Herring	Shephard	Young	Bernstein
Hibbitts	Todd		
Hickton (Fall)	Shephard		
Infanti	Roncevich		
Kogan (Fall)	Roncevich		
Kotuby	Tashbook		
Lebowitz	Leers		
Li	Tashbook		
Linarelli	Roncevich		

Faculty
Prof. of Practice
Visitor

Barco Law Library Directory

Acquisitions and Serials Librarian	<u>Pat Roncevich</u>
Administrative Assistant.....	<u>Helen Jarosz</u>
Cataloging and Systems Librarian	<u>Christopher Todd</u>
Circulation	<u>Rachel Rossi</u>
Course Reserves	<u>Joshua Lowe</u>
Interim Co-Director	<u>Mark Bernstein</u>
Interim Co-Director	<u>Susanna Leers</u>
Foreign and International Law Librarian	<u>Linda Tashbook</u>
Information Services Librarian.....	<u>Karen Shephard</u>
Interlibrary Loan/Get It!.....	<u>Helen Jarosz</u>
Library Accounts and Payments.....	<u>Audrey Deigan</u>
Microform Management	<u>Joshua Lowe</u>
New Books	<u>Pat Roncevich</u>
Preservation	<u>Jon Wichmann</u>
Routing	<u>Mary Seitz</u>
Shelving	<u>Jon Wichmann</u>
Technical Services	<u>Mary Seitz, Jon Wichmann, Hong Yu</u>

Table of Contents

PERSONAL SERVICES

- [Accessing Your Library Records](#)
- [Library Liaison Services](#)

RESEARCH SERVICES

- [Leading Online Legal Resource Providers](#)
- [Online Subscriptions](#)
 - [Lexis Nexis Digital Library](#)
- [Online Public Catalog \(PITTCat\)](#)
- [Electronic Resources](#)
- [Interlibrary Loan](#)
- ["Get It!"](#)
- [Current Awareness](#)
 - [Email Alerts](#)
 - [Periodical Routing](#)
 - [SmartCILP](#)
 - [SSRN eJournals and the Digital Commons Network](#)
- [Research Assistants](#)
- [Rare Book Room](#)
- [New Book Recommendations](#)

TEACHING SERVICES

- [Bibliographic Instruction](#)
- [Reserve Materials](#)
- [Study Rooms](#)
- [Audiovisual Materials](#)
- [Computer-Assisted Legal Instruction \(CALI\)](#)
- [Faculty Web Course Pages](#)

PUBLICATION SERVICES

- [Pitt Law on SSRN: Legal Studies Research Paper Series](#)
- [Digital Commons - Scholarship@PITT LAW](#)
- [D-Scholarship: The University's Institutional Repository](#)
- [Other Repositories and Social Networks](#)
- [Faculty Profiles](#)
- [Law Review Article Submission via Scholastica](#)
- [Article Submission Resources](#)

UNIVERSITY RESEARCH & TEACHING SUPPORT SERVICES

Research

- [Statistics Consulting Center](#)
- [Grants Management Services](#)
- [Communication Services](#)
- [Production Services](#)

Teaching

- [University Center for Teaching and Learning – "The Teaching Center"](#)
- [Teaching Support](#)
- [Center for Communication](#)
- [Production Services](#)

Barco Law Library

PERSONAL SERVICES

ACCESSING YOUR LIBRARY RECORDS

Using the University Library System's online catalog, 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. You also can renew your books here. Go to PITTCat at: <http://pittcat.pitt.edu>. Sign into PITTCat using your University login, click on your name in the upper right of the menu and choose "My Account." Choose the desired option related to your library account.

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 your current research interests;

- Aid your research assistants in their duties;

- Serve as your ombudsman for complaints/suggestions/needs;

- Forward your request for book/journal purchases to the acquisitions librarian.

Barco Law Library

RESEARCH SERVICES

LEADING ONLINE LEGAL RESOURCE PROVIDERS

The library subscribes to the Bloomberg Law, Lexis, Westlaw, and Fastcase databases. These can be used to find primary and secondary sources of law for the U.S. (federal and state) and selected international and foreign law. All students and faculty must create individual password accounts.

ONLINE SUBSCRIPTIONS

Faculty members have access to a large number of research databases that are paid for by the Barco Law Library and the University Library System. The law library subscribes to over 50 law-related electronic resources. To view the Barco electronic subscriptions and links, go to the Barco Law Library home page at: <https://www.library.law.pitt.edu/> and scroll down to A-Z Legal Databases or go directly to <https://law->

pitt.libguides.com/az.php. Some databases may prompt you to login in with your University ID and password. If you have questions about these resources or difficulty accessing databases, please contact the Electronic Research & Technology Services Librarian.

These databases are located online and are accessible from any University of Pittsburgh computer in the Pitt Digital Library at <https://pitt.libguides.com/az.php> and can be browsed either alphabetically or by subject area. You can also access them from off-campus. In doing so, you may be prompted to login with your PITT username/password. (Cookies must be enabled on your browser.)

LexisNexis Digital Library

The LexisNexis Digital Library is service for Pitt Law faculty and students that offers some of our more frequently used treatises and practice guides in eBook format. Most of these eBooks are available to an unlimited number of concurrent users. Click the red "Sign In" button our LexisNexis Digital Library hoe page. This will take to you to the Pitt authentication page where you will log in with your Pitt username and password.

Once you have logged in, you can conduct a Search, or Browse the content by using the "Menu" link in the upper lefthand corner. You can read the books online in your browser or download them in your favorite eBook format. You can highlight and make notes that will be saved with your borrowed book.

Major treatises available include *Moore's Federal Practice*, *Nimmer on Copyright*, and *Collier on Bankruptcy*, as well as treatises on a wide variety of legal subjects like *Immigration Law and Procedure*, *Environmental Practice Guide*, and the *Pennsylvania Law Encyclopedia*. Note that all titles available in the Digital Library are available at the Law Library in pint.

If you would like assistance or further information about the LexisNexis Digital Library, please contact the Electronic Research & Technology Services Librarian.

ONLINE PUBLIC CATALOG (PITTCAT)

All materials in the Barco Law Library are represented in the University of Pittsburgh Libraries Online Catalog, PITTCat at: <http://pittcat.pitt.edu/>. Please contact Chris Todd, the Cataloging and Systems Librarian (crt45@pitt.edu), with any comments or questions concerning the content or use of the catalog. Access PITTCat, the web interface to the catalog and other library content (articles and digital collections) is available at: <http://pittcat.pitt.edu>.

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.

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 100 books for faculty and students and over 500 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 email 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"

REQUEST AN ITEM/ARTICLE or CHAPTER

To place a request for Pitt library items that are not at the Barco Law Library:

- Search the University Library System (ULS) online library catalog for desired items at <https://pittcat.pitt.edu>.
 - Be sure you sign in to the online (ULS) system using your University login and password.
- Select an item by clicking on the title.
- Choose "Request Item" or "Article or Book Chapter (Scan)".
- When requesting an "item" you'll be prompted to enter a delivery location -- Select "Barco Law Library."
- When placing "Article or Book Chapter" requests, enter the relevant page numbers, chapter, and date, as prompted.
 - Material scans will be sent to your University email address so it is important to sign in to the online system.

Please contact your library liaison or a circulation desk member if you encounter difficulties when requesting an item.

Note: **For physical items in the Barco Law Library**, you may locate them on the shelves at the listed call number or collection location or ask your library liaison or a circulation desk staff member for assistance.

CURRENT AWARENESS

Email Alerts

To help keep you up-to-date with latest news and activities in your research area, Lexis Advance, Westlaw, Bloomberg BNA, and many other databases provide subject matter email alerts. You can create these

notifications yourself and have them sent to your email address or contact the [Electronic Research & Services Librarian](#) or your library liaison if you would like assistance.

Periodical Routing

While most periodicals are now available online, faculty still can request to have any of the few print periodicals 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: https://pitt.primo.exlibrisgroup.com/discovery/search?vid=01PITT_INST:01PITT_INST 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 contacting the Technical Services Department at mes286@pitt.edu.

SMARTCILP

Current Index to Legal Periodicals (CILP)

Every Monday, HeinOnline now publishes the online Current Index to Legal Periodicals (CILP) in partnership with the law librarians and staff of the Marian Gould Gallagher Law Library, University of Washington. CILP indexes, by subject heading, the most recent issues of primarily American law journals. Maintained diligently by an experienced team of editors and published weekly, CILP provides timely topical access to more than 650 legal publications organized within 104 relevant subject headings.

You can subscribe to receive this weekly publication via email and choose from various style formats (PDF, Word, ASCII Text, and HTML). Archival access is available as far back as 1936. If you prefer, you can set up a SmartCILP profile, specifying the topics and journals that are of special interest to you.

Create/Update

Subscriptions:

Topics	Subjects	Journals
<input type="checkbox"/> Banking and Finance	<input type="checkbox"/> ADMINISTRATIVE LAW	<input type="checkbox"/> ABA Journal of Labor and Employment Law
<input type="checkbox"/> Bankruptcy	<input type="checkbox"/> ADMIRALTY	<input type="checkbox"/> AIPLA Quarterly Journal
<input type="checkbox"/>	<input type="checkbox"/> AGRICULTURE LAW	<input type="checkbox"/> Administrative Law Review
<input type="checkbox"/> Civil Practice and Procedure	<input type="checkbox"/> AIR AND SPACE LAW	<input type="checkbox"/> Akron Intellectual Property Journal
<input type="checkbox"/> Civil Rights	<input type="checkbox"/> ANIMAL LAW	<input type="checkbox"/> Akron Law Review
<input type="checkbox"/> Corporate and Securities	<input type="checkbox"/> ARTS AND ENTERTAINMENT	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> BANKING AND FINANCE	<input type="checkbox"/> Alabama Civil Rights & Civil Liberties Law Review
<input type="checkbox"/> Criminal Law and Procedure	<input type="checkbox"/> BANKRUPTCY LAW	<input type="checkbox"/> Alabama Law Review
<input type="checkbox"/> Environmental Law	<input type="checkbox"/> BIOGRAPHY	<input type="checkbox"/> Alaska Law Review

SmartCILP profiles can be changed any time, allowing subscribers to tailor the delivery of CILP notifications to their changing research needs. Entries link to the full text in the HeinOnline Law Journal Library.

More detailed information about CILP and SmartCILP can be found on the HeinOnline website at <https://home.heinonline.org/current-index-to-legal-periodicals-cilp/>.

To create or update your own SmartCILP, see the following instructions.

To receive SmartCILP or to modify your current SmartCILP record:

- Go to HeinOnline at <https://heinonline.org/HOL/Welcome>.
- Select "Current Content Journals"
- Click on "Current Index to Legal Periodicals (CILP)"
- Select "Create/Update SmartCILP" where you may create or modify your journal notifications.
 - To modify your existing SmartCILP, you will be prompted to login to your "MyHein" account.
 - You also may go directly to your "MyHein" account to do this, choosing the "SmartCILP Portal" on the left menu bar.
 - If you need to create a "MyHein" account, access the "MyHein Profile" link in the upper right of the page.
- Fill out the SmartCILP User Profile and be sure to use your law school email 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.
- Click on "Create/Update" to save your selections.
- You will see your "User Profile Information." Check that the information is correct.
- You should receive the next week's SmartCILP in your email.
 - For additional assistance, see the HeinOnline LibGuide at <https://libguides.heinonline.org/current-index-to-legal-periodicals/smartcilp>

SSRN (LSN) eJOURNALS AND THE DIGITAL COMMONS NETWORK

The Legal Scholarship Network (on SSRN) and the Digital Commons Network (by bepress) are also great resources for keeping current with research in your areas of interest.

With Barco Law Library's annual subscription to Subject Matter eJournals in the Legal Scholarship Network (LSN), Pitt Law faculty can receive (fee-free) email announcements of new works added to select eJournals. Just log in to SSRN (ssrn.com), go to "Subscriptions," click on "Subscribe/Unsubscribe to SSRN eJournals," and select from the many offerings within the LSN. If you don't have a free account with SSRN already, you'll be asked to create one. Be sure to use your Pitt email address and use the same email when subscribing to eJournals. Please contact Karen Shephard (shephard@pitt.edu) before signing up for eJournals to ensure you are listed as a Pitt Law affiliate.

To receive news of new works in the Digital Commons Network, go to Network.bepress.com and choose from the rainbow of disciplines. Law topics are orange on the Network's discipline wheel. You may choose to "Follow" a complete sub-discipline, such as "Courts" by clicking on it in the left menu bar, scrolling down to "All Articles in Courts," and choosing "Follow." Additionally, researchers may follow "Popular Articles" (within the sub-discipline), authors, or institutions within the discipline. You again will be prompted to create a free account. Contact Karen Shephard with any questions.

RESEARCH ASSISTANTS

School of Law faculty members can arrange for their research assistant 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 email to Susanna Leers (leers@pitt.edu) 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. Barco Law librarians are available to consult with research assistants on research problems that they may be encountering during their projects.

RARE BOOK ROOM

The Rare Book Room is located in the southeast corner on the fourth floor of the library near the computer lab and Room 418. Due to the fragile condition of many of the volumes, the use of this collection is limited. Please contact one of the librarians for access. The collection contains a modest selection of works primarily from the 18th and 19th centuries. All treatises from this collection have been cataloged in PITTCat. The room contains a large table for reading and note-taking. Materials can also be charged out and taken to faculty offices.

The Law Library also subscribes to three databases that contain large collections of digitized treatises from throughout the U.S. and common law history: HeinOnline (<https://www.heinonline.com>), LLMC Digital (<http://pitt.idm.oclc.org/login?url=http://www.llmcdigital.org/>), and Gale Primary Sources: Legal Treatises (http://pitt.idm.oclc.org/login?url=http://infotrac.galegroup.com/itweb/upitt_main?db=MOML).

NEW BOOKS

<https://www.worldcat.org/libraries/3926>

The New Books site is updated monthly with recent acquisitions to the Barco Law Library. Each book is linked to Pittcat with a permanent URL so faculty can directly place holds on books, often before they reach the shelves.

NEW BOOK RECOMMENDATIONS

If there is a book, journal, electronic product, 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.

Faculty considering a title for their courses or related purposes can request from publishers preview copies of the books. The links below will take you to various publisher websites offering this service.

Carolina Academic Press - https://www.cap-press.com/comp_info

Hein - <https://www.wshein.com/review-copy-requests/>

Thomson Reuters

<https://store.legal.thomsonreuters.com/law-products/law-books/law-school-books/law-professors/request-complimentary-title>

Routledge Publishing - <https://www.routledge.com/our-customers/instructors/textbooks/inspection-copies>

--- See also the Faculty Support Hub at Routledge –

<https://www.routledge.com/our-customers/instructors/resources-support/faculty-resources>

Lexis Store - <https://store.lexisnexis.com/site/law-school-publishing>

West Academic Publishing - <http://lawfacultyresources.com/>

Aspen Publishing - <https://www.aspenpublishing.com/resources/law-school-faculty>

--- To get inspection copies from Aspen (Kluwer) select a topic here
<https://www.aspenpublishing.com/textbooks/law-school> and then once you have a title opened,
click on the button that says "professor review copy" and complete the form.

UNIVERSITY PRESSES (a sampling)

Harvard University - <https://www.hup.harvard.edu/resources/educators/examination-copies.html>

Cambridge - <https://www.cambridge.org/us/academic/textbooks>

University of Chicago - <https://press.uchicago.edu/books/instructors.html#desk>

Oxford University Press [https://global.oup.com/academic/instructors/?cc=us&lang=en&](https://global.oup.com/academic/instructors/?cc=us&lang=en&https://global.oup.com/academic/help/examination-copy/?lang=en&cc=us)
<https://global.oup.com/academic/help/examination-copy/?lang=en&cc=us>

Duke University Press - <https://www.dukeupress.edu/Information-For/Educators/Desk-and-Exam-Copies>

Yale University press - <https://yalebooks.yale.edu/course-books/exam-and-desk-copy-policy/>

University Press of Kansas - <https://kansaspress.ku.edu/exam-and-desk-copies>

NYU - <https://nyupress.org/resources/for-educators/>

Barco Law Library

TEACHING SERVICES

BIBLIOGRAPHIC INSTRUCTION

Information literacy and the ability to precisely and efficiently locate and synthesize legal information are essential skills 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 Co-Director, Mark Bernstein, mpb71@pitt.edu, at 412-383-4670 to make arrangements for a presentation.

RESERVE MATERIALS

Please bring all physical titles you would like to place on reserve to Joshua Lowe at the law library circulation desk. Please include the following information: instructor name, course name, course number, and timetable (i.e., semester long, remove on date x, etc.). Reserve items circulate for two hours.

STUDY ROOMS

The library currently has six study rooms which are available for use by groups of Pitt law students. Study rooms are ID-swipe access only, and only law personnel have access. Even so, demand is very high. **So, given demand, we strongly encourage students to reserve study rooms.** If not reserved, rooms are first-come, first-served. Reservations can be made through the law library's website – law.pitt.edu – Barco Law Library – Study Room Reservations or by direct link here: <https://law.pitt.libcal.com/spaces?lid=16682&gid=35219>.

You must be a law school student, faculty, or staff member to reserve a room. We strongly encourage students to either print their reservation or have it available by Smartphone screen in case disputes arise. Because the Springshare reserve system cannot differentiate law students from other Pitt personnel, Josh Lowe checks the reservations every shift.

Rooms can be reserved for a maximum of two hours per student per day for a total of no more than five (5) hours per student per month. Study rooms are NOT secure. Any law student can access any study room at any time, so **students should NOT leave items in study rooms for extended periods.**

AUDIOVISUAL MATERIALS

The library has a modest collection of audiovisual materials. The collection is comprised of video recordings (VHS and DVD formats) and sound recordings (CDs). These materials can be browsed in PITTCat by doing call number searches for "Video recordings" 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.

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 online at the CALI Web site. To access the CALI lessons, visit their Web site at: www.cali.org

There is a onetime registration requirement in which you provide your email 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. Students or faculty can download the podcasts into their devices. 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.

FACULTY WEB COURSE PAGES

The library can assist faculty with creating and maintaining Canvas sites. In addition, Thomson Reuters' Westlaw provides educational technology products called TWEN 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>.

If you would like training or assistance in Web page creation for professional or course Web pages, TWEN, or Canvas, please contact the [Electronic Research & Technology Services Librarian](#).

Barco Law Library

PUBLICATION SERVICES

PITT LAW ON SSRN: LEGAL STUDIES RESEARCH PAPER SERIES

SSRN, the Social Science Research Network, is a leader among open access repositories. It is accessible at: www.ssrn.com/link/u-Pittsburgh-LEG.html. Promoting and disseminating worldwide the scholarship of our faculty members, the University of Pittsburgh School of Law has established a Legal Studies Research Paper Series on SSRN's e-Library. To view it, visit: www.ssrn.com/link/u-Pittsburgh-LEG.html.

Various forms of works in any stage of completion may be added to our Series on 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 works after acceptance for publication but before actual publication, with the consent of the publisher. They often update the posting later with the final published version when publishing agreements permit this.

An additional benefit to posting your works on 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.

If you would like to post a work to SSRN, please contact the Information Services Librarian, Karen Shephard, at shephard@pitt.edu or at 648-1337. She will assist and answer any questions you may have involving SSRN.

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

- The document in MS Word, WordPerfect, or PDF format
- Author name and email address
- Title
- Type of work (accepted paper, working paper)
- Abstract
- Keywords
- Choice of SSRN e-Journals
- Contact Karen Shephard to obtain a list of SSRN's subject-specific electronic journals or for assistance accessing all choices online (ssrn.com, "Browse Journal or Topic")
- Select 10-12 in which you would like your work to be announced.
- Note: Only one topic or sub-topic may be selected for each eJournal. The abstract of your work will be distributed to the selected eJournals, pending acceptance by the eJournal's editor.

DIGITAL COMMONS - SCHOLARSHIP@PITT LAW

Scholarship@PITT LAW is the law school's new online repository highlighting, through open access, the research, writings, and other forms of intellectual production of the Pitt Law community. (Visit <https://scholarship.law.pitt.edu>) to see our growing collections.) The repository is part of the Digital Commons Network, built on a platform that amplifies discovery and showcases scholarship.

In addition to the attention and reach our author output garners on SSRN and D-Scholarship (Pitt's online repository), Scholarship@PITT LAW provides a permanent law school home for the intellectual efforts and production of PITT LAW's community, documenting the continuous progress of our scholars and our institution. Over 420 institutions use the Law Commons to promote their intellectual output and expertise, and nearly 600 institutions overall.

Scholarship@PITT LAW – Progress!

Since our Pitt Law Digital Commons repository, Scholarship@PITT LAW, "went live" in April 2020, our scholars have increased their impact with over 900 works posted, resulting in over 115,000 downloads across 195 countries and 5,670 institutions (51% educational, 37% commercial) (October 2023 data). Check out our progress here as we continue to grow: <https://scholarship.law.pitt.edu>.



In addition to over 65,200 downloads in the United States, across the globe Pitt Law scholarship was downloaded more than 3,900 times in the United Kingdom, over 3,600 times in Singapore, nearly 3,000 times in India, 2,550 times in Canada, 2,410 times in Australia, and over 2,050 downloads in China. Our authors' works in Scholarship @PITT LAW also have drawn much interest in France, the Russian Federation, the Philippines, Germany, the Netherlands, Ireland, and Brazil, to name a few others.

While our initial focus was to upload journal articles, you'll find many chapters and a few other formats, too (such as testimonies and podcasts). New this year are a few "Exhibits," and preparations have been made to include "Special Lectures and Presentations" and "Conferences and Symposia." Please contact Karen Shephard or Susanna Leers with any questions. We love working to expand Pitt Law's scholarly footprint and appreciate your ongoing cooperation and support!

D-SCHOLARSHIP: THE UNIVERSITY'S INSTITUTIONAL REPOSITORY

The University of Pittsburgh also has an institutional repository, **D-Scholarship@Pitt**, for research output. It is “designed to increase discovery of your research by allowing indexing by Google and other major Internet search engines, the Pennsylvania Digital Library, and PITTCat+,” according to its website details (<https://d-scholarship.pitt.edu>). Several academic studies have shown that posting works in multiple open access venues, like SSRN and D-Scholarship, can increase scholars’ reach and impact. Open access resources also enable access to scholarship some researchers otherwise could not attain.

Also, as stated at the D-Scholarship website:

D-Scholarship@Pitt provides stable, long-term storage and ongoing maintenance for content contained within the repository. D-Scholarship@Pitt is based on Open Access principles; all materials in the repository are freely accessible to the global research community.

Materials are submitted directly by authors with an active University of Pittsburgh Computer Account.

Submissions are restricted to scholarly research materials. Examples of items that this repository can accommodate include:

- Research papers, published or unpublished
- Conference papers and presentations
- Supporting multimedia (audio, video, images, etc.)
- Research data
- Electronic theses and dissertations

Authors also can submit works to D-Scholarship through the Faculty Information System (Elements). Instructions are available here: <https://technology.pitt.edu/services/faculty-information-system-symplectic-elements> Pitt Law faculty depositing works in D-Scholarship should be sure to choose “School of Law/Faculty Publications” in the “Schools and Programs” section.

If you have questions about this service, contact Barco Law Library’s Karen Shephard, at shephard@pitt.edu or (412) 648-1337.

OTHER REPOSITORIES AND SOCIAL NETWORKS

ResearchGate.net and **Academia.edu** are two popular multidisciplinary academic networking sites. Both are used for sharing scholarship, connecting with researchers, collaboration, and more. While ResearchGate has more features than its competitors, its member scoring system is questionable.

INCREASING IMPACT: REACHING FURTHER

Create (and Maintain) Profiles for Greater Impact

In addition to posting your papers to repositories and social networking sites, creating profiles is a great way to strengthen your scholarly impact. While none of these tools is flawless, each is helpful in furthering your scholarly footprint and Pitt Law’s scholarly reputation.

Enhance your HeinOnline Profile Page by adding your University affiliation, email address, and author **ORCID**,* adding biographical information and a photo, and including links to your Pitt Law or other websites, as well as social media accounts. It’s quick and easy. Just visit <https://home.heinonline.org/tools/author-profile-pages/enhance-author-profile-page>

***ORCIDs** are unique numbers that better connect authors with their research. They also are author profiles that are most effective when well-managed. Authors should claim works that are theirs and remove any that are not from the list of publications their **ORCID** compiles. Works that don’t appear in the list may be added manually. If you need to create your **ORCID**, would like further information about what an **ORCID** can do for you, or need to connect your existing **ORCID** with Pitt’s information systems, visit <https://library.pitt.edu/orcid>.

Google Scholar Profiles also are useful, although they tend to be over-inclusive, gathering more than legal scholarship in standard formats. Also, as with most publication gathering programs, errors do occur. Be sure to look at your list of authored works (in all of your profiles) to add those that don’t appear and remove those that shouldn’t. Go to <https://scholar.google.com> and click on the “My Profile” link in the upper left to get started with your Google Scholar Profile.

Contact shephard@pitt.edu if you have questions about institutional repositories, author **ORCID**s, creating profiles, or other ways to increase your scholarly footprint.

Reaching a Wider Audience – The General Public

The previous sections note several ways you can bring more attention to your scholarship: by creating and updating profiles, posting works on SSRN and in repositories, and sharing word of them via social media. Additionally, workshopping your paper at other institutions and presenting it at conferences before or after publication certainly gets the attention of researchers, as can sharing it on a blog (either blogging about it yourself or sharing it with someone who blogs about your topic). Yet another avenue you may want to consider includes reaching out to a broader audience – the general public.

Among the University of Pittsburgh's newest scholarly initiatives is a strengthened focus on outreach to the general public. The Communications and Marketing Departments (Pitt's and Pitt Law's) frequently assist with arrangements for media interviews or appearances (local and national) which do reach this audience. But for a venue where you can share your written scholarship, consider *The Conversation* (<https://theconversation.com>). Their reach is broad – major news sources often share what they publish, too. As detailed in their "About" information:

"The Conversation is a nonprofit, independent news organization dedicated to unlocking the knowledge of experts for the public good. We publish trustworthy and informative articles written by academic experts for the general public and edited by our team of journalists.

On this website (and through distribution of our articles to thousands of news outlets worldwide), you'll find explanatory journalism on the events, discoveries and issues that matter today. Our articles share researchers' expertise in policy, science, health, economics, education, history, ethics and most every subject studied in colleges and universities. Some articles offer practical advice grounded in research, while others simply provide authoritative answers to questions that sparked our curiosity."

The Conversation accepts brief papers on prominent issues of concern and/or importance to the public. Perhaps you have an existing work you would like to share with a more general audience. A revised version, possibly focusing on particular elements, might be well-suited. Or maybe you'd like to write something completely new about a certain topic on which you have expertise. Visit *The Conversation*'s "About" information at <https://theconversation.com/us/who-we-are> to learn more about the organization and their submission criteria.

LAW REVIEW ARTICLE SUBMISSION

SCHOLASTICA SUBMISSION PLATFORM

Scholastica

The law school has an institutional account with Scholastica for article submissions to law reviews and journals. With this service you must use your law school email address as a login for charges to be made to the Pitt Law account. The Rostron and Levit article, *Information for Submitting Articles to Law Reviews and Journals*, provides information on submission preferences. It is available on SSRN at <http://ssrn.com/abstract=1019029>. This article is updated for each submissions period. Still, some journal preferences change after their list is posted.

Scholastica has garnered many submission season insights from editors and authors over the years. See their blog at blog.scholasticahq.com, where they share their top law review submission tips to improve your chances of publication and save precious time.

If you have questions or are concerned about submission charges, please contact the Research Dean, Greer Donley (donley@pitt.edu), or Librarian, Karen Shephard (shephard@pitt.edu). Also, new Scholastica users should check with Karen to verify their authorized Pitt email addresses.

Getting Started Using Scholastica

To submit your article to authorized law reviews using Scholastica, go to <https://scholasticahq.com/>.

- Click on the “Submit an Article” box. Click on “Submit to Law Reviews.”
- Enter your email address and password.
- Need to create an account? New users can sign up here for their free Scholastica account by clicking “Sign up now” and following the instructions. Be sure to use your Pitt Law email address for your account information.
- Forgot your password? Click “Forgot your password” in the lower left of the login box and enter your law school email address when prompted. Your password will be emailed to you immediately.
- Click on “Log in to Scholastica.” Follow the on-screen instructions.

Faculty secretaries have been trained to use Scholastica and can address your questions. If you or your secretary have questions or would like further assistance with your article submissions, please contact Karen Shephard at 648-1337 or shephard@pitt.edu.

Article Submission Resources

Law Review Information

Are you considering to which law reviews you should submit your newest scholarship? These resources can help with your decision-making.

- ☐ ***Information for Submitting Articles to Law Reviews and Journals***, an article by UMKC’s Nancy Levit and Allen Rostron, provides concise details on journal preferences and rankings for over 200 publications and is updated annually. You can access the authors’ most recent version on SSRN at <http://ssrn.com/abstract=1019029>.
- ☐ ***Clayton Newells’ Law Journal Meta-Ranking*** provides detailed charts including information on law journal rankings (using a variety of metrics from U.S. News and Washington & Lee). It’s a more comprehensive meta-ranking of law journals that averages a number of different metrics. See the most current edition here: <https://blogs.uoregon.edu/bcnewell/meta-ranking/>.
- ☐ Use the ***Washington & Lee Law Journal Rankings*** tool to generate a list of general and specialty journals that may be viewed alphabetically, by ranking or subject, or by using various combinations. You may

further qualify your list by choosing to view student-edited, peer-edited, or refereed journals, or any combination of these as well. It can be accessed at <https://managementtools4.wlu.edu/LawJournals/>.

- ☐ Michael Goodyear created a great resource covering **“Information for Submitting Articles to Specialty & Non-Flagship Law Journals”**: <https://ssrn.com/abstract=3682908>. It’s similar to the Rostron/Levit chart, but for student-edited specialty law journals, an excellent placement option for many articles. Goodyear’s guide lists specialty journals by subject area and provides submission information for each.
- ☐ Raziel Liebler also has a paper posted on SSRN that collects info on submitting to specialty journals, **“Information for Submitting to the Top Specialty Law Journals”**: https://papers.ssrn.com/sol3/papers.cfm?abstract_id=3387635.
- ☐ To learn which law reviews are **not accepting** submissions, Scholastica provides an excellent, current resource at <https://scholasticahq.com/law-review-submission-season-hq>. Here you can sort by the columns like “Open?” pulling all of the closed titles to the top of the list. Use the dropdown menu under “Show” to display up to 100 titles at a time.

Legal Scholarship Publishing Trends and Guides

For advice and insights on legal writing and publishing from peer scholars, see the following resources:

- ☐ **Academic Legal Writing: Law Review Articles, Student Notes, Seminar Papers, and Getting on Law Review**, 5th ed. (2016), by Eugene Volokh. *Chapter VII, Publishing & Publicizing*, is especially relevant. Access it in print in our library’s **Reserve Collection: KF250 .V6 2016**. It also has a segment on writing great abstracts.
- ☐ ***Navigating the Law Review Selection Process: An Empirical Study of Those with All the Power—Student Editors***, by Leah Christensen and Julie Oseid, 59 S. C. L. Rev. 465 (2009). Available at <http://ssrn.com/abstract=1002640>.
- ☐ Levit also discusses **“Cutting Edge Scholarship and Tips on the Mechanics of Scholarly Productivity”** on the Feminist Law Professors Blog.
- ☐ **Academic Writing and Publishing**, Columbia Law School offers tips on timing, expedited review, and submissions basics at <https://www.law.columbia.edu/careers/academic-careers/careers-law-teaching/academic-writing-guide>.
- ☐ **Writing for & Publishing in Law Reviews: Finding & Developing Topics**, by the Marian Gould Gallagher Law Library. Available at <https://lib.law.uw.edu/writinglawreview>.

Symposia and More

Presenting Your Scholarship

Interested in presenting your paper at a conference or symposium?

- ☐ **The Association of American Law Schools (AALS)** provides this great resource for learning about upcoming symposia and conferences, including details on calls for papers:
Upcoming Symposia at Law Schools - <https://www.aals.org/events/upcoming-symposia-member-schools/>.
- ☐ **Calling All Papers!** is a blog dedicated to listing calls for papers for law conferences / symposiums. You can access it at <https://callingallpapers.law.uga.edu/>. The blog is maintained by the University of Georgia's Law Library. For more information, or to submit a call, contact: Instruction & Faculty Services Librarian, Savanna Nolan at savnolan@uga.edu.

Current Discussion on Legal Scholarship and Publishing (Online)

The following are just a few blogs and blog sources that offer ongoing discussions and advice from legal scholars.

- ☐ **The Faculty Lounge**, <http://www.thefacultylounge.org/> This blog offers “conversations about law, culture, and academia.” For discussion on scholarship, choose the “Scholarship Strategy” category on the left menu bar: http://www.thefacultylounge.org/scholarship_strategy/.
- ☐ **Law Professor Blogs**, <http://www.lawprofblogs.com/> Visit this site to link to a law professors’ blog specializing on your specific area of law. Use the search phrase suggestions above—in addition to your own—to find out what your peers have to say about writing and publishing in today’s scholarship environment and to share your insights as well.

A sampling of this network’s blogs includes: “ADR Prof Blog,” “Constitutional Law Prof Blog,” “Elder Law Prof Blog,” “Feminist Law Blog,” “Health Law Prof Blog,” “International Law Prof Blog,” “Legal Skills Prof Blog,” “Law School Innovation,” and “TaxProf Blog” (Blawg 100 Hall of Fame).” Visit Law Professor Blogs to additional areas of law that are featured and for more information.

- ☐ **PrawfsBlawg**, <http://prawfsblawg.blogs.com/> This blog describes itself as “Just some friends trying to get their arguments right . . . PrawfsBlawg (aka Prawfs.com) is a blog about a variety of topics related to law and life, which is operated by PrawfsBlawg LLC, a limited liability corporation based in Florida.”
- ☐ **Volokh Conspiracy**, <http://reason.com/volokh> This blog, listed in the Blawg 100 Hall of Fame and now hosted by The Washington Post, offers discussion on legal scholarship, in addition to other legal and political matters. According to the ABA Journal, “[w]hile commentary generally flows libertarian and conservative, no opinion is likely to go unchallenged by other contributors or their active reader base.

UNIVERSITY RESEARCH & TEACHING SUPPORT SERVICES

RESEARCH

Statistics Consulting Center

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

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

Grants Management Services

<https://www.osp.pitt.edu/processing-teams/grants-management-services>

The Office of Sponsored Programs (OSP) exists to assist faculty and staff apply for and secure external funds in support of their creative ideas and research interests. The Grants Management Services Team supports campus researchers and their staff with a variety of tasks associated with extramural funding transactions, assisting with the identification of potential funding sources, appropriate and successful processing of grant proposals, as well as interpreting, negotiating, and accepting awards/agreements on behalf of the University of Pittsburgh in the form of Federal Grants, Cooperative Agreements, State Agreements, Foundation Awards, and Subawards stemming from these prime award mechanisms. To learn more about funding opportunities and grants, visit the OSP Grants Management Services at <https://www.osp.pitt.edu/processing-teams/grants-management-services>.

Communications Services

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

Communications Services is the place to go for most forms of Pitt communications needs—advertising, publications, web, marketing, video, and more. They 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 excellent services provided by our School of Law Document Technology Center, the University Center for Teaching and Learning can assist with the design and production of conference posters, videos, graphics, and beyond. The Teaching Center also provides expert support for your instructional and scholarly initiatives. (See the following section on the related services.)

TEACHING

University Center for Teaching and Learning – “The Teaching Center”

<http://teaching.pitt.edu>

* Previously CIDDE (THE CENTER FOR INSTRUCTIONAL DEVELOPMENT AND DISTANCE EDUCATION)



With its mission "...to inspire excellence in innovation in the teaching, learning and scholarly activities at the University of Pittsburgh," the Teaching Center is an outstanding resource for instructional development and support services.

As listed on the website, their wide range of services include:

- Providing expertise in instructional design and development
- Developing and supporting teaching and learning environments
- Effectively applying current and emerging instructional technologies
- Delivering services for the assessment, measurement and valuation of teaching
- Collaborating with University partners and external colleagues
- Visit [The Teaching Center](http://teaching.pitt.edu) website to learn more

The Teaching Center – Teaching Support

<http://teaching.pitt.edu/teaching-support>

Even the best of instructors can discover new ways to enhance their teaching to better engage students. The Teaching Support unit offers programs on instructional design, methods and strategies, and new teaching technologies, to note just a few. Scheduled workshops are available on topics from teaching and learning fundamentals to gamification and experiential learning. Workshops also may be customized to suit an instructor's needs.

The Teaching Center – NEW! – Generative AI Resources for Faculty

<https://teaching.pitt.edu/generative-ai-resources-for-faculty/>

Tools like ChatGPT, Dall-E, Google Bard, and many others are now (and will continue to be) fixtures in our teaching and learning work and in our daily lives. The Teaching Center hopes to provide you with information and options so that you can make the best use of generative AI while preventing and mitigating possible student misuse of those tools.

The revolution in the capabilities and availability of generative AI tools has caused both excitement and consternation in higher education, not always in equal measure. At the Teaching Center, we acknowledge both the potential benefits and the challenges of using generative AI technologies to enhance our academic work, and especially to support our teaching and learning, across the entire Pitt community.

The Teaching Center – Center for Communication

<http://teaching.pitt.edu/center-for-communication>

An extension of the Teaching Center, the Center for Communication is the place to go for “all things communication.” Call on the Center for Communication when you’re looking for creative ideas and expert advice to:

- Enhance your presentations, poster sessions, and videos
- Receive feedback on writing (for grants and teaching)
- Refine presentation skills for different audiences
- Speak with the press about your research

The Teaching Center – Production Services

The Teaching Center’s Digital Media unit (<http://teaching.pitt.edu/digital-media/>) offers professional, in-house video production; live streaming video (for conferences, guest lectures, and other events); classroom recording and lecture capture; graphic design covering all phases, and online DYI video technology. Visit the Digital Media site to learn more about these services and others than can help you with your instructional and presentation needs.

The Teaching Center’s Resources for Teaching (<https://teaching.pitt.edu/resources-for-teaching/>) support synchronous and asynchronous teaching methods, provide virtual workshops and instruction on teaching online, creating effective videos, working with Canvas, and more.

Explore these pages and others at The Teaching Center to learn more about the many resources and services available to support your instructional and scholarly needs: <http://teaching.pitt.edu/>.