**ACLL SERVICES**

**ACLLWIRE**
This is our electronic newsletter that we email to our patrons on a regular basis.

**CIRCULATION POLICY**
Patrons have the privilege of borrowing up to seven books for two weeks at a time. Patrons must purchase an annual borrower's card. Please see website's policy page for more details, at [http://law.duq.edu/libraries/allegheny-county-law-library/membership-library-card](http://law.duq.edu/libraries/allegheny-county-law-library/membership-library-card).

**COMPUTER LAB AVAILABLE**
The library has a computer lab with 20 computer terminals and a printer for public access and is available for rental.

**CONFERENCE ROOM**
The library has a conference room available for rental. Please call 412.350.5353 for information.

**CONTINUING LEGAL EDUCATION COURSES**
The library faculty provide one-credit and three-credit CLE courses throughout the year. Please check ACLLWire and website for schedule.

**DOCUMENT DELIVERY SERVICE**
The library offers document delivery service including faxing and emailing documents as well as interlibrary loan of books/periodicals. For more information, call 412.350.5353.

**ELECTRONIC DATABASES**
Library patrons have access to HeinOnline, Shepard's on Lexis and West's Keycite. Lexis and Westlaw for federal and state primary sources are also available with a current borrower's card.

**RESEARCH SERVICES**
The reference staff, comprised of library and legal professionals, is available to assist the legal community during regular business hours.
DCLI/ACLL WEBSITE
The Center’s website provides access to the catalog, research tools, and additional important legal research information. Visit: http://law.duq.edu/libraries/law-library-center-legal-information

SOLCAT (School of Law Catalog)
http://library.law.duq.edu
SOLCAT is the best tool to determine what treatises, journals, videos, electronic resources, and reserve materials are held by both DCLI and ACLL. The web interface offers easy searching by author, title, subject, or keyword. SOLCAT may also be used to manage your library account.

DUQLAWWIRE
Our weekly electronic newsletter and alert is sent to each faculty and student’s email address. It contains the most current and vital information on legal research skills and DCLI and law school activities.

BORROWING MATERIALS
Please bring collection materials to the 2nd floor Information Center for check out. Students have the privilege of borrowing up to 15 books from DCLI and 7 from ACLL. DCLI materials circulate to students and ACLL card holders for two (2) weeks and may be renewed once. For more information, please call 412.396.5017.

COURSE RESERVES
The Center maintains a collection of course reserve materials, as submitted by the faculty. These materials include past exams, text books, faculty reading materials, treatises, and videos. Materials are available at the Circulation Desk and may be checked out for a period of two hours.

LEGAL RESEARCH HELP
Our professional staff is available to offer legal research assistance at the information desk on the second floor of the Center from 8 a.m. – 9 p.m. Please stop by or call 412.396.1697/1698.

E-REFERENCE
The Center provides e-reference services to our law students. Students may use this service by e-mailing us at lawreference@duq.edu.

LEGAL RESEARCH INSTRUCTION
Our faculty librarians work with the Legal Research & Writing faculty members to teach legal research in the 1st-year legal research and writing programs. We also offer an advanced legal research course and one-on-one instructions upon request.

ONLINE RESEARCH RESOURCES
The Center subscribes to numerous useful resources including:
• Lexis/Nexis and Westlaw
• HeinOnline/LegalTrac
• BNA/CCH/CALI

Please visit the Legal Research Tools page for additional resources. http://law.duq.edu/libraries/law-library-dcli/research-databases

INFORMATION TECHNOLOGY SERVICES

IT SUPPORT
The School of Law provides the following IT services:
Computing and Printing Facilities • Wireless Connection
Laptop Exam Support • Audio/Visual Classroom Support

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