



BUSINESS LAW LIBRARY RESOURCE GUIDE SHAKE LEARNING RESOURCES CENTER

**Compiled by
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Shake Library offers students, faculty, and staff a wide array of resources to use in locating information on any given topic. From traditional print material such as books to more popular online resources such as INSPIRE, one can find information about a topic. Four professional librarians are available to assist library users in finding and locating information. **If you need help, ask a librarian at the Reference Desk.**

INFORMATION PATHWAYS

- Find Books: VU WebCat Online Catalog (books, music, videos, ebooks, periodicals, etc.)
- Find Articles: Electronic Periodical Databases (EBSCOhost, Academic Universe, ProQuest, etc.)
- Library Reference Collection: (dictionaries, encyclopedias, handbooks, legal collection, etc.)
- Internet Resources

I. FIND BOOKS: VU WEBCAT (LIBRARY CATALOG)

WebCat is VU's computerized catalog of books, ebooks, videotapes, music CDs, periodicals subscribed to by the library, and some useful web sites. *WebCat* is available in the library and through the World Wide Web (You access the VU Library home page at <http://www.vinu.edu/>, then select the Academic Resources tab at the top of the page, then click Shake Library, then Find Books, and then VU WebCat).

The user can find materials quickly using the Simple Search screen (the default screen you see when you access *WebCat*, which allows searching the *WebCat* database by the following menu choices:

- Author Browse
- Exact Title
- Subject Browse (use terms like commercial law, contracts, courts, law Indiana, law united states, leases, security law, etc.)
- Call Number Browse
- Command Search (Keyword Search)
- Journal Title (Searches for title of magazines and journals in VU's Periodical Collection)

The Dewey Decimal Classification area for law is 340 through 349.

II. FIND ARTICLES (ELECTRONIC PERIODICAL DATABASES)

Shake Library offers researchers many choices of electronic databases for use in locating articles on specific topics in periodical literature (newspapers, journals, magazines, etc.). After accessing online databases, use the help information available with each database to become familiar with its search options. If you need assistance with using a database, please ask for help from a librarian at the Reference Desk. To search periodical databases, go to the VU Library home page at <http://www.vinu.edu/>, then

select the Academic Resources tab, then click Shake Library, then Find Articles, and then click the database you want to search.

LexisNexis ACADEMIC UNIVERSE LEGAL RESEARCH

The legal researcher will find a fairly comprehensive array of legal resources to consult when using this legal research resource. The full text to law reviews, federal and state case law, federal and state codes, federal regulations, and much more is found here. This resource provides a great starting point for legal research!

There are three sections within this resource that provides full text content to legal information related to business: secondary literature, case law, and codes and regulations.

Secondary Literature

- Legal News – This contains articles from legal newspapers, magazines and newsletters.
- Law Reviews – This contains articles from law reviews – scholarly legal publications.

Case Law

- Get a Case – One can retrieve federal and state legal cases by cite or party names.
- Federal Case Law – This has the decisions rendered by all federal court levels.
- State Case Law – This database has the decisions from state supreme courts and state appellate courts.
- Area of Law by Topic – One may search case law by selecting provided topics such as corporate law.

Codes and Regulations

- Federal Code – This database contains the federal code, the U.S. Constitution, and court rules.
- Federal Regulations – Federal regulations, agency opinions, and U.S. Attorney General Opinions are contained in this database.
- State Codes – One will find statutory laws, court rules, and Attorneys General opinions from all states.
- Tax Law – The Internal Revenue Code, federal tax cases, state tax cases, and more are found here.

LOISLAW

This online, full text legal resource provides searching by Type of law (case law, statutes/codes and legislative acts, and administrative rules and regulations) and searching by Jurisdiction (federal and state courts). The library does not subscribe to *Treatises*. **Access to *Loislaw* is restricted to students currently enrolled in courses in Paralegal, Business Law, and Law Enforcement. Students NEED permission from the class professor to use this resource.**

III. LIBRARY REFERENCE COLLECTION

Black's Law Dictionary – (Ref. 340.3 B782b) – This is considered to be the most comprehensive single volume legal dictionary available.

Burton's Legal Thesaurus – (Ref. 340.14 B974b) – Burton's is a unique legal reference that contains synonyms and other related words to assist people with legal communication.

Corpus Juris Secundum – (Ref. 342 W519c) – This legal encyclopedia comprehensively covers all facets of American law from colonial times to present. The abbreviated title is CJS.

A Dictionary of Modern Legal Usage – (Ref. 340.3 G234d) – More than a standard dictionary, this reference gives vital information regarding legal style and usage.

North Eastern Reporter, First Series – (Ref. 342 N519n) – This series set contains Indiana cases from 1885 to 1936.

North Eastern Reporter, Second Series – (Ref. 342 W519n) – This series set contains Indiana cases from 1936 to present.

Uniform Commercial Code – (Ref. 347.9 W519u) – The Code is contained within the Uniform Laws Annotated set. The Code is a comprehensive modernization of various statutes relating to commercial transactions including sales, leases, commercial paper, bank deposits and collections, documents of title, investment securities and secured transactions.

West's Annotated Indiana Code – (Ref. 345.12 139ind) – This contains Indiana statutory law and is published under the authority of the Official Code. This provides supplementary information used for research purposes.

West's Encyclopedia of American Law – (Ref. 348.73 W538w) – Legal information written in laymen's terms is the cornerstone of this legal encyclopedia.

West's Hornbook Series – (Ref. 348.7326 W516a) – This series is a collection of comprehensive one-volume treatises on a specific area of the law. A sampling of titles that would be helpful to students include: Bank Regulation, Bankruptcy, Contracts, Corporation Law, Sales, and Uniform Commercial Code.

West's Indiana Digest – (Ref. 345.12 W519d) – This set is a comprehensive index to Indiana case law.

West's Indiana Law Encyclopedia – (Ref. 345.12 W519we) – This law encyclopedia is entirely based on Indiana statutes and cases, as well as cases in the United States Supreme Court and other United States Courts arising in Indiana, insofar as the latter deal with Indiana law.

West's Nutshell Series – (Ref. 348.7326 W516) – This series consists of a collection of one-volume texts that provide brief information on a specific area of the law. A sampling of titles that would be helpful to students include: Banking and Financial Institutions Law, Bankruptcy and other Debtor-Creditor Laws, Consumer Protection Law, Contract Remedies, Contracts, Law of Corporations, Sales and Leases of Goods, Secured Transactions, and Uniform Commercial Code.

Words and Phrases – (Ref. 340.03 W519w) – This set provides definitions to any words or phrases defined in American case law.

HOW TO READ A LEGAL CITATION

Indiana Code – Statutory Law

14-22-1-1 is interpreted as Title(14) Article(22) Chapter(1) Section(1).

West's Indiana Law Encyclopedia – I.L.E. Conservation §§ 5, 6 is interpreted as Title of Source(I.L.E.) Topic(Conservation) Section(\$5, \$6).

North Eastern Reporter 2d Series – Case Law – A sample citation for this title is interpreted as 482(volume) N.E.2d(North Eastern Reporter 2nd Series) 282(Page where the decision is found).

IV. INTERNET RESOURCES

Business.gov

<http://www.business.gov>

A business resource developed and maintained by the federal government providing information on business laws, starting a business, handling finances, managing employees, etc.

Cornell's Legal Information Institute

<http://www.law.cornell.edu>

This Web resource serves as a gateway to federal, state, foreign and international legal materials. Legal topics covered relating to the business arena include the following: law of commercial transactions, enterprise law, law relating to particular activities or business sectors, taxation, employment law, and accident and injury compensation and prevention (workers compensation).

Findlaw

<http://www.findlaw.com>

Findlaw is a major legal site on the Web providing access to codes, case law, legal forms, newsletters, opinion summaries, legal news, lawyers/law firms, legal publishers, legal associations, etc.

Findlaw: Indiana Law

<http://www.findlaw.com/11stategov/in/laws.html>

This site provides access to resources such as the *Indiana Administrative Code*, *The Indiana Constitution*, *The Indiana Code* (statutes), and opinions from state and federal courts.

Indiana Administrative Code

<http://www.in.gov/legislative/iac>

The complete text of the *Indiana Administrative Code* is available at this site.

Indiana Code

<http://www.in.gov/legislative/ic/code>

The complete text of the *Indiana Code* is available at this site.

Indiana Constitution

<http://www.in.gov/legislative/ic/code/const>

This site provides access to the complete text of the *Constitution*.

Introduction to Basic Legal Citation

<http://www.law.cornell.edu/citation>

This Web resource from Cornell University Law School explains how to cite electronic resources, briefs, legal opinions, statutes, arbitrations, law reviews, etc.

LawCrawler

<http://lawcrawler.findlaw.com>

This is a full-text search engine designed for legal research. The search engine is powered by *Google* and is provided by *Findlaw*.

Securities Fraud and Investor Protection

<http://www.securitieslaw.com>

This resource contains information about the duties of stockbrokers, common complaints against stockbrokers, legal cases of action against brokers and brokerage firms, the arbitration process, etc.

Securities Law

<http://www.seclaw.com>

Information about securities law-related topics like arbitration, corporate finance, brokers, investors and law compliance is provided.

Small Business Findlaw

<http://smallbusiness.findlaw.com>

There's excellent information here for those in the small business arena. This resource provides a directory of online legal information for small businesses such as business plans, mergers, small business forms, etc.

U.S. Securities and Exchange Commission

<http://www.sec.gov>

The SEC has statutory authority for overseeing the securities industry in the United States. This site provides access to the federal laws that govern the securities industry.