

# Welcome to the UBC Law Library Virtual Tour



Photo: Tom Arban



# Allard Hall



Allard Hall is home to UBC's Faculty of Law and the Law Library.

The Law Library is on Levels 2, 3 & 4.  
Enter on Level 2.



Visit the Law Library website (<http://law.library.ubc.ca/>) for information about the Law Library, including:

- hours
- location
- contact information
- floor plans

There are two unisex, wheelchair accessible washrooms on each level.

Drinks in spillproof containers are allowed; food is not allowed. For the complete food and drink policy, see <http://law.library.ubc.ca/foodpolicy/>.

Once in the library, the Reference Desk is to the left, the Circulation Desk directly ahead, and the Self-Checkout and Scanner are to the right.



Visit the Reference Desk, to the left of the entrance, with any research-related questions.







Visit the Circulation Desk with queries about finding or borrowing library materials, printing and copying, other general questions, and to borrow or return books.

There is also a book return outside of the library, by the stairs.



**Lost & Found**

If you lose or find anything, go to the Circulation Desk.

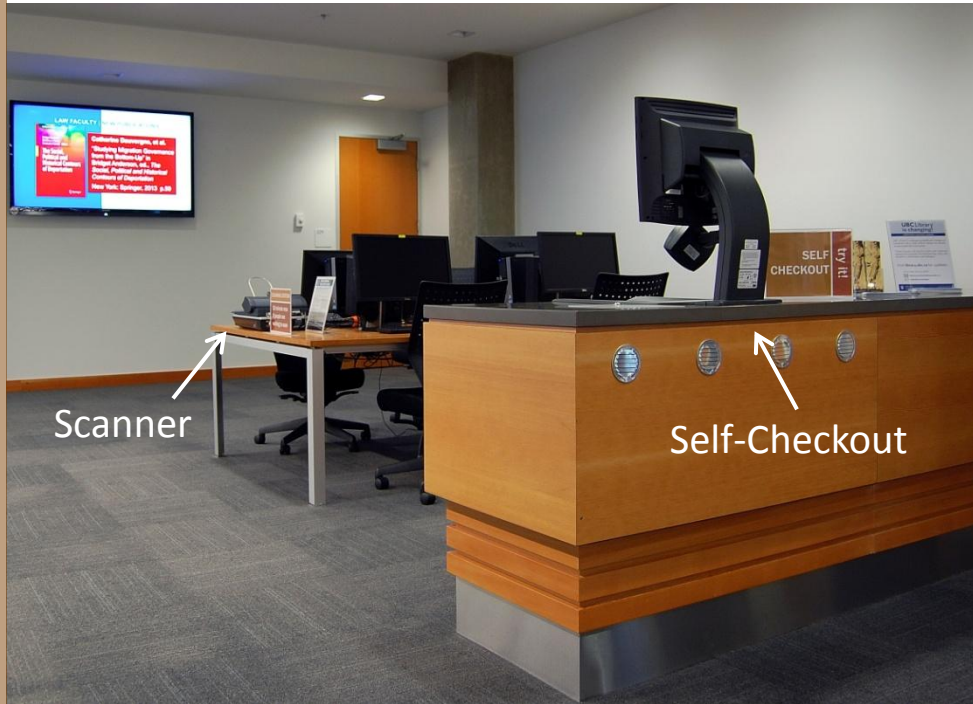
In addition, there is a central UBC service: Lost & Found

Campus Security provides helpful advice: Theft prevention on campus

**Interlibrary Loan Services**

If you need materials that are not available at UBC, consider making an interlibrary loan request, by one of the following paths.

- UBC students, faculty and staff
- Fee-for-Service clients
- Other individuals: please make requests via your educational institution or public library



The Self-Checkout and Scanner are to the right when you enter the library.

Ask at the Circulation Desk if you need help using any library equipment.



The Reference Room holds reference materials and high-demand legal texts.

It is located behind the Reference Desk; go through the gates by the Circulation Desk to reach the entrance.



## Reference Room

Reference books must be used in this room. UBC students may borrow some books for periods of time ranging from 2 hours through to a 3-day loan. Most items are on a 2-hour loan and cannot be renewed. Community borrowers must use materials within the Reference Room.

Use the self checkout machine in the Reference Room to borrow any books that can be circulated. Make note of the due time and date to avoid overdue fines.

Books are arranged by call numbers from A to Z. The Library of Congress classification system is used to arrange law books by jurisdiction. All of the books on Canada have a call number starting with KE, and for British Columbia, it is KEB. There are brief guides to the classification scheme at each of the shelving end panels.

Seating is reserved for Law students during exam time.

# The Persons Case Learning Commons



The Learning Commons has PCs and iMacs.

Featured in this area are photos of the Law graduating classes from 1948 onwards.

There are some dictionaries and citation guides on the book shelves.





The Copy Room, just off the Learning Commons, contains a photocopier and printer.

Additional equipment is available on Levels 3 and 4 – a copier on Level 3 and both a copier and printer on Level 4.

## Printing and Copying

Printing from a laptop or Library computer: [How to Print](#)

Cost for copying and printing:

- 7 cents for a black & white image
- 40 cents for a colour image

## Students

The Pay for Print service requires an activated UBCcard account. You can do this at <https://www.ubccard.ubc.ca>. There is also a link labeled “Add Funds – UBCcard” at <http://payforprint.ubc.ca>. Access is via your CWL username and password.

For detailed instructions, see the [Pay for Print Brief Guide for Students and Staff](#).

## Guests

Obtain a card at the library circulation desk.

For detailed instructions, see the [Pay for Print Brief Guide for Visitors & Guests](#).



The Fraser Milner Casgrain Room (room 208) is a space for teaching and learning.





The circulating collection, as well as Canadian legislative materials, is located on Level 3.

The Richards Buell Sutton Reading Room is a beautiful space for study and contemplation.

During exam times, the four tables nearest the north windows, and carrels along the east windows, are reserved for Law students.





Group Study Rooms can be booked online by Law Students.

The rooms all have presentation technology and one room has video conferencing capability.



**Group Study Rooms**

Only Law students may use these rooms; access is via a Law student UBCcard.

The rooms may be booked online: [Book a Room](#).

Priority is given to groups of three or more students.

Instructions on use of the presentation technology are located in each room.

VGA/HDMI adaptors and dry erase markers for the whiteboards are available to borrow from the Circulation desk.



The Law Library offers several types of seating, with just over 300 seats in public spaces.

And study carrels for individual work.



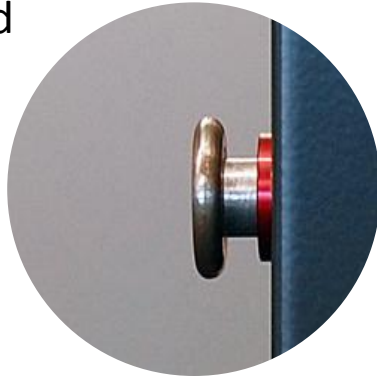
The compact shelving holds journals, law reports, and non-Canadian legislation.



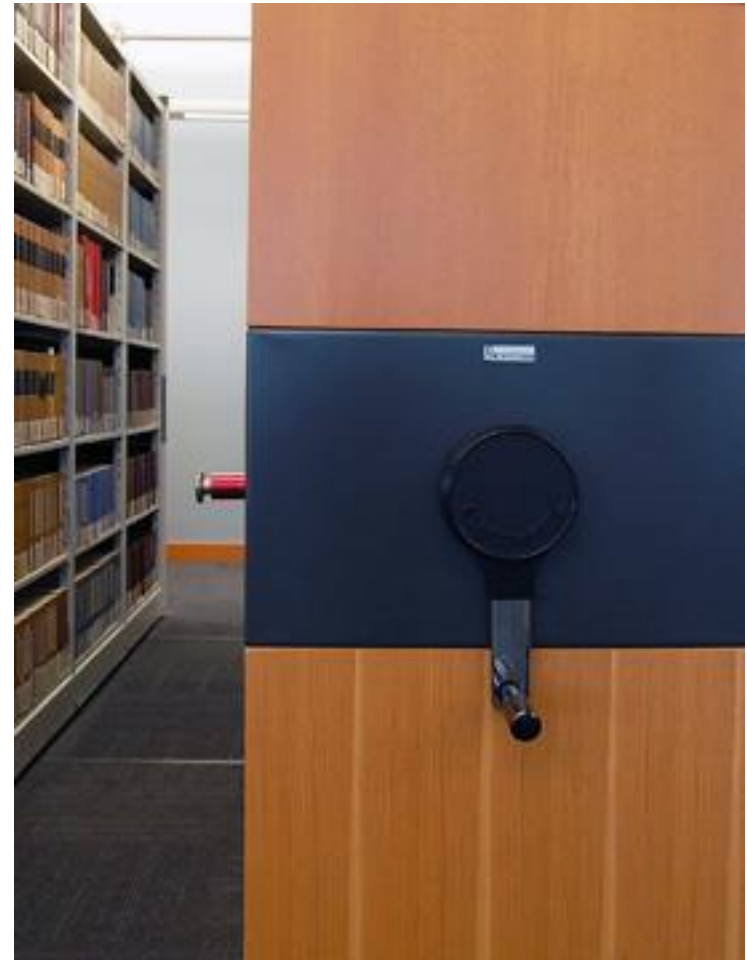
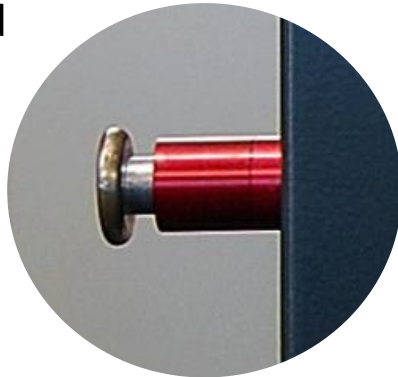


## Compact Shelving

Unlocked



Locked







Surrounding the compact shelving are tables and study carrels.

During exam times, the carrels along the east windows are reserved for Law students.



# Noteworthy Information & Links

## Borrowing:

- [How to get a library card](#)
- [Loan Policies](#)
- [Fines](#)
- [My Library account](#)

## Computers:

- [Public Computers](#)
- [Wireless Access](#) (generally, use [ubcsecure](#))

Copying and Printing: [How to Print](#)

Food & Drink Policy: <http://law.library.ubc.ca/foodpolicy/>

Group Study Rooms: [Book a Room](#)

Interlibrary Loans: [Law Library Interlibrary Loan Service](#)



# Noteworthy Information & Links

Laptop Chargers are available to Law students, courtesy of the UBC Law & Business Society. Sign out for 4 hours with your student card; fines apply for late returns.

Law Library website: <http://law.library.ubc.ca>

Reference Service: [Reference](#)

Research Guides on legal topics: [Research Guides](#)