UNIVERSITY OF LONDON

Online Library

Using the Online Library

Postgraduate Laws

onlinelibrary.london.ac.uk

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What is the Online Library?

The Online Library is the library for University of London distance learning students. The Library contains over 97 million digital items and is managed by a team of specialist librarians who are on hand to provide help and guidance on all aspects of information resources.

Library resources

The Library contains over 97 million items including:

- Journal articles
- eBooks
- Case reports
- Legislation
- Newspapers
- Dissertations
- Official publications

The material in the Library is stored in collections known as **databases**. You can see the databases relevant to the Postgraduate Laws programme on the Postgraduate Laws Programme Gateway: onlinelibrary.london.ac.uk/programme/pg-laws-llm-certdip

Some of these databases are specialist legal resources containing material such as case reports and transcripts, legislation and legal journals and books.

Others are multi-disciplinary resources that cover a range of subject-areas, including law.

Here are some of the key databases.

Key legal databases

HeinOnline
JustisOne
LexisLibrary
Westlaw

Key multi-disciplinary databases

- ABI/INFORM Global
- Academic Search Complete
- Business Source Premier
- Dawson eBook Collection
- JStor

Logging in

Library databases are password-protected. This means wheneveryou connect to a database, you will need to log in.

You can log in to most databases using the same username and password you use to login to the Student Portal and the Virtual Learning Environment.

There are a small number of databases for which you need an 'Athens' account to log into.

To get your 'Athens' account, just complete the form available on the Online Library website: onlinelibrary.london.ac.uk/resources/register-athens

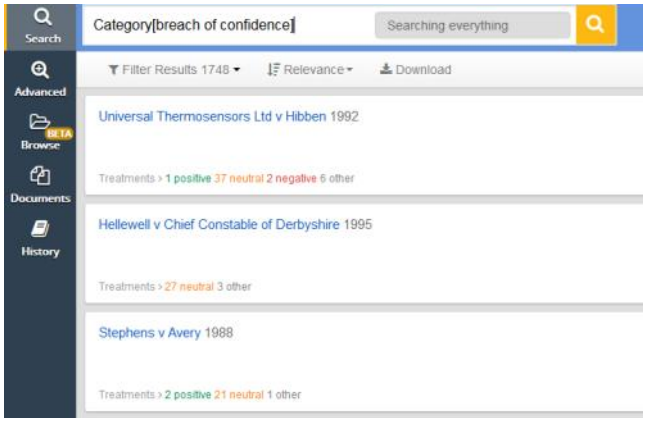
Postgraduate Laws Programme Gateway

Finding cases

Case reports and transcripts are stored in the main legal databases: JustisOne, LexisLibrary and Westlaw. You can search these databases individually for cases, although we recommend JustisOne as a starting point.

JustisOne

JustisOne provides an extensive index of cases, and also shows relationships between cases allowing you to see whether a case is still good law. You can use JustCite to find a specific case, or to find cases on a given topic. JustisOne also contains the full-text of many case reports and transcripts.



Where a case document is available in one of the other databases (LexisLibrary or Westlaw), JustisOne will provide a link to it. This is what makes JustisOne such a powerful tool, and why it is a recommended starting point for legal research.

A-Z journals list

If you are looking for a specific published case report then you can also search for the name of the report series (e.g. All England Law Reports) in the A-Z journals list.

The A-Z journals list will tell you which of the database a report is stored in, and provide you with a link to the database so you can read the full-text.

Other databases

As mentioned earlier, you can also search the other databases (e.g. LexisLibrary and Westlaw) individually for cases.
All databases have a Quick Start guide that explains the basics of how to use it. Quick Start Guides are available at: onlinelibrary.london.ac.uk/support/quick-start-guides

Finding articles

Journal articles are stored in most Library databases, and you can search each database individually for articles if you wish.

A-Z journals list

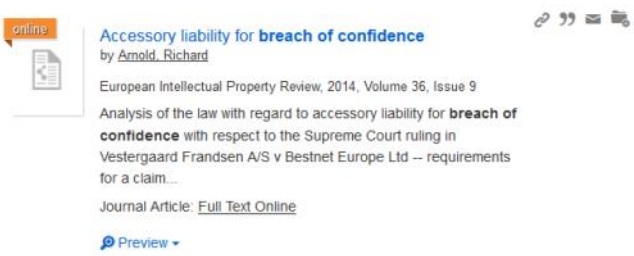
If you are looking for an article and you know the title of the journal, you can search for the journal title using the A-Z journals list.

The A-Z list will tell you which Library database a journal is stored in and provide you with a link to the database so you can log in and read the full-text.

Summon search engine

Summon is the Library's main search engine. It searches across the Library databases for articles, books and other resources (but not case reports or legislation.)

Articles found in Summon will have a link to the database where the item is stored so you can log in and read the full-text.



This means Summon is a recommended starting point when searching for articles on a given topic. You can also export your Summon search results by email and into RefWorks, which is a free citation management tool. Information on using RefWorks is available here: onlinelibrary.london.ac.uk/reference-management-software

Legal Journals Index

Legal Journals Index is an index of a wide range of legal journals, including some journals not retrieved by Summon. You can access the LJI from within the Westlaw database. Because the LJI has a legal focus, you can use it to find articles relating to a particular case. For example, you can search using party names or by citation.

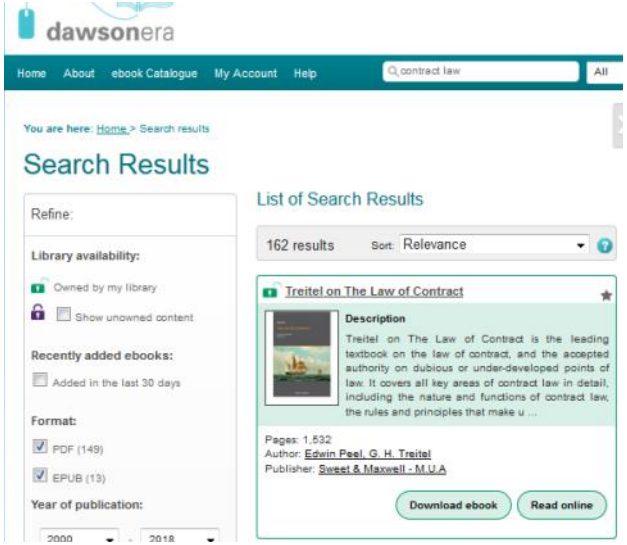
Full-text is available for journals that are themselves stored in Westlaw. Otherwise you will be able to view and abstract, and can then search for the journal using the A-Z journals list to see if it is available in one of the other databases such as *HeinOnline* or *LexisLibrary*.

Finding ebooks

eBooks are available in several Library databases.

Dawson eBook Collection

The majority of books are stored in the Dawson eBook Collection database. (The Dawson eBook Collection database is one of the databases for which you need an Athens username and password.)



You can use the Summon search engine to find ebooks in the Dawson database. Just enter your search terms (e.g. title of book or subject keywords) and use the Content Type filter on the left to focus your search on ebooks.

You can also log in to the Dawson eBook Collection database and use its own search engine to find ebooks.

Books in Dawson can be either read online or downloaded to read offline for up to seven days. If you download an ebook from Dawson you are effectively 'borrowing' it, which means you will need to download the book again once the loan/download period has expired.

There are some ebooks that are 'single-user'. This means that each copy can only be read by one user at a time, and in these cases the download (or 'loan') period is limited to 24 hours. If you wish to read a title that is being read by another user you can provide your email address and join a 'queue'. Titles move to the next person in the queue every 24 hours, and you will receive an email when it is your turn with the book.

In order to comply with copyright law, you will only be able to print (or copy and paste) up to 10% of any ebook.

eBooks in other databases

eBooks are also available in other Library databases, e.g. LexisLibrary and Westlaw. You can log into these databases and search them individually for ebooks.

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