

Finding law books and ebooks

This guide is aimed at law students and will help you find books and ebooks. You can find additional information and ideas at www.brookes.ac.uk/library/resources-and-services/course-resource-help/law?acc=faq-2#faq-2-link.

1. Get started

To find an online reading list or use LibrarySearch (both are described below) you can start from the library homepage: www.brookes.ac.uk/library.

2. Use your online reading list

Search the library



[LibrarySearch](#) [Books](#) [Journals](#) [Databases](#) [Reading lists](#) [Library website](#)

Reading lists

You can find the **reading list** for any module, by typing the module number in the *reading list* tab of the search box on the library homepage.

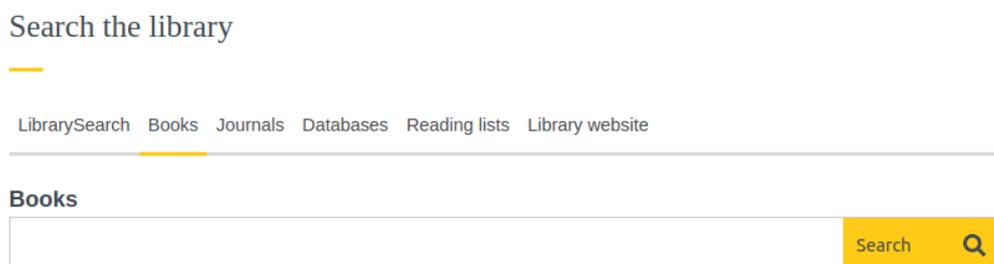
If you click on the title of any book in a reading list, you will see live information showing you:

- where in the library you can find this book, and
- how many copies are available.

If it is an ebook, there will be a button on the right saying *view online*, which will take you straight to that ebook.

Using your online reading lists is the quickest and easiest way to locate the things you have been asked to read.

3. Search for books and ebooks when you know the title



Look for the search box on the library homepage (www.brookes.ac.uk/library) and select the *books* tab.

You can also find books and ebooks in the LibrarySearch tab, but there will be additional resources such as journal articles. To get a shorter and less cluttered list showing just books and ebooks, we recommend using the books tab.

You do not need to type in the full title of the book – just use enough words to make the search precise. For instance, the words *family* and *law* together would return a huge number of results, whereas *family, law* and *feminist* would return a much shorter list of results, making it easier to spot the book you need.

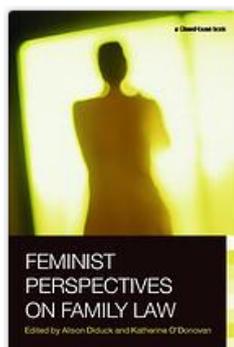
If even the full title gives you too many results, try putting the author or editor's surname in the search box as well.

Remember, if it's a chapter you're trying to find, you need to search for the book title not the chapter title.

If you get a long list of results you may want to use the options down the left hand side to refine your search.

If the book is available as an ebook, you will see a button labelled view ebook. Click on this and enter your student number and password if prompted.

If there is a print copy available, make a note or take a photo of the **shelfmark** number. In this example, it is 346.015 FEM. This will help you find the book on the shelves in the library.



[Feminist perspectives on family law](#)

by [Alison Diduck](#), [Katherine O'Donovan](#)

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Examining specific areas of family law from a feminist perspective, this book assesses the impact that feminism has had upon family law. It explores issues of legal and political preoccupati... [Read More](#)

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4. Search for books and ebooks on a topic

You can also use the books tab of the search box if you don't have a specific book in mind.

Think carefully about search words. If you just search for *law*, then you will get an extremely long list of results! On the other hand, if your search is too narrow, then you may end up with zero results.

You're not searching the full text of books, so your search words need to be broad enough to be included in the book's title or description.

5. Find books on the shelves in the library

In the Headington library, the books are on levels 2, 3 and 4. As you move up the building, the shelfmark numbers get higher. Most law books are on level 2, but you may find useful books in any section of the library.

Use the library maps or the numbers on the end of the shelves to find your way to the right section. The staff in the Help Zone or the Welcome Desk can help if you're stuck.

You can download a map from www.brookes.ac.uk/library/access-and-accessibility/locations-and-opening-hours/headington-library.

Books on similar topics are shelved together. So, if you're borrowing a book that's on your reading list, there may be other useful books on the same shelf.

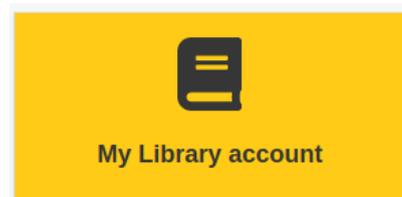
6. Borrow library books

The number of books you can have on loan depends on what type of student you are. Check <https://www.brookes.ac.uk/library/how-to/borrow-and-return-items> to find out.

To borrow books, you will need your student card.

You will need to use a self-issue machine to borrow books. There is a looping animation on the machines that shows you what to do, but the first step is always to scan your student card.

To check what books are on loan to you and when they are due back, look for the *my library account* button on the library homepage.



7. Read ebooks

We have a huge collection of ebooks, but publisher restrictions and pricing mean that we cannot buy every title as an ebook.

Ebooks are hosted on several different platforms, so they won't all look the same. Most of them will allow you download or print a selection of pages.

Some ebooks allow an unlimited of students to read the book simultaneously, whether others have a more limited licence. If you are turned away, we recommend trying again later.

Learn more about library ebooks at <https://www.brookes.ac.uk/library/collections/ebooks>

8. Request a book that is on loan to someone else

If you want to read a book that is on loan to another student, or you want to read a book from another Oxford Brookes campus you can place a **hold** on the book.

To do this click on the book's title on the search results page. This will open up a pane with more information about the book. You should see a *place hold* button.

You'll need to log in with your student number and password and choose which campus you want to collect the book from.

You'll get an email letting you know when the book is ready to collect. If you change your mind and want to cancel your hold you can do that by going to *my library account* on the library homepage.

Getting help and finding out more

More information and support can be found on the law page of the library website:

<https://www.brookes.ac.uk/library/resources-and-services/course-resource-help/law>

If you need any help with finding or using library resources for law, please contact Charlie Brampton, the Academic Liaison Librarian for Law:

Email: c.brampton@brookes.ac.uk

Tel: 01865 483077

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