# **Paralegal Studies**

(Revised: 2009-01-26)

# Area Law Libraries

### Amarillo College Lynn Library

- <u>Contact information</u>
- Hours

### West Texas A&M University Cornette Library

- <u>Contact information</u>
- Visitor's information

### Potter County Law Library

- <u>Contact information</u>
- Hours 8 a.m.-5 p.m. Monday-Friday

# Print Resources

### Codes

#### Vernon's Texas Civil Statutes and Codes Annotated

- Potter County Law Library
- WTAMU Cornette Library

### Reporters

#### Southwestern Reporter

- Potter County Law Library
- WTAMU Cornette Library (Print through SW3d vol. 105)

### Digests

### Texas Digest 2d

• Potter County Law Library

### Shepard's Citations

#### Shepard's Texas Citations

- Potter County Law Library
- WTAMU Cornette Library

## Legal Encyclopedias

#### American Jurisprudence 2d

- Potter County Law Library
- WTAMU Cornette Library (through May 2003)

### **Bar Journals**

There is no local bar journal.

### The Texas Bar Journal

- AC: Jan. 2004-present
- Amarillo Public Library Central Branch (1968-present)
- Potter County Law Library: Vol. 31 (1968-present )

# **Other Legal Periodicals**

The print periodical collection is located on the fourth floor of Lynn Library, Washington Street Campus.

- @ Law, (National Association of Legal Secretaries) Print: Winter 2003/04-present
- The Paralegal Educator
  - Print: Spring 2004-present
- Texas Paralegal Journal
  Print: Spring 2004-present

Legal periodicals may also be electronically searched using AC library subscription databases such as Academic Search Premier. A <u>tutorial</u> for Academic Search Premier can be found in the "Guides and Tutorials" section of the AC Library Network home page. Call the Library reference desk at 371-5468 or toll-free at 866-371-5468 for help.

### Law Dictionaries

### Black's Law Dictionary (Print)

- Amarillo College Lynn Library, 7<sup>th</sup> edition
- Amarillo Public Library, 8th edition, Central, East, and Southwest Branches
- Potter County Law Library, 8<sup>th</sup> edition
- WTAMU Cornette Library, 8<sup>th</sup> edition

## Books—Amarillo College Lynn Library

### **Catalog Search:**

- 1. Go to the <u>AC Library Catalog</u>.
- 2. Type "legal assistants" into the search box.
- 3. The "words and phrase" box is a pull-down menu. Change it to "subject."
- 4. The "library" box is a pull-down menu. Leave it as is to search all HLC\* libraries, OR
- 5. Pull down the menu and make a selection to search the holdings of a particular HLC library.
- 6. Click the "search" button.
- 7. Click "details" on desired book for more information.
- 8. If the book is not an AC book, call 371-5437 for interlibrary loan information.

\*Harrington Library Consortium—A group that consists of most of the libraries in the Texas Panhandle (but not West Texas A&M University). These libraries honor each others library cards.

Librarians can help students identify suitable books for assignments. You can save time by seeking their assistance.

#### Washington Street Campus

- Walk-in assistance: Go to the second floor of Lynn Library. Use the telephone located on the small table near the main computer sign-in desk to call the research help number, which is posted. The librarian on duty will respond.
- Assistance by appointment: Call 371-5403 or 345-5582 to make an appointment for uninterrupted individual help.
- Assistance by telephone: Call 371-5468 or toll-free 866-371-5468.

#### West Campus

**Note:** The West Campus Library specializes in nursing, allied health, criminal justice, child development, and mortuary science.

- Walk-in assistance: Go to the AC area of the Amarillo Public Library Northwest Branch, which is located in the southeast corner of the AC West Campus (closest to Bell Street). (The AC area is located in the back right-hand corner of the building.) The AC librarian on duty will assist you. You will need a valid library card to check out a book. Call 371-5400 for information about how to obtain a library card.
- Assistance by telephone: Call 356-3627.

### Books—West Texas A&M University Cornette Library

### **Selected Law References**

- Vernon's Texas Civil Statutes and Codes Annotated Kept updated.
- Southwestern Reporter (through SW3d vol. 105). Not updated.
- Shepard's Texas Citations Kept updated.
- American Jurisprudence 2d (through May 2003). Not updated.
- Texas Jurisprudence 3rd Kept updated.
- Black's Law Dictionary, 8th Edition
- United States Code Annotated Kept updated.

# Books—Potter County Law Library

### Selected Law References

- American Jurisprudence 2d Kept updated.
- Black's Law Dictionary, 8<sup>th</sup> Edition
- Shepard's Texas Citations Kept updated.
- Southwestern Reporter Kept updated.
- Texas Digest 2d
  Kept updated.
- Texas Jurisprudence 3rd Kept updated.
- Vernon's Texas Civil Statutes and Codes Annotated Kept updated.

## Electronic Resources

#### Amarillo College Lynn Library

- Dictionary of Legal Terms—Gifis, 1998.
- Library Databases
- NetLibrary eBooks

#### West Texas A&M University Cornette Library

- Library Home Page
- Government and Law Pages

#### **Internet Sites**

- Findlaw.com
- Fedstats.gov
- Paralegalgateway.com
- <u>Nolo.com</u>
- Firstgov
- HierosGamos
- Legalethics.com
- Virtualchase.com
- <u>Career description</u> (Occupational Outlook Handbook)
- <u>ABA Standing Committee on Paralegals</u>

# **Professional Associations**

- <u>American Association for Paralegal Education</u> (Publication: The Paralegal Educator—search for articles available through <u>interlibrary loan</u>)
- <u>Legal Assistants Division, State Bar of Texas</u> (Publication: <u>Texas Paralegal</u> <u>Journal</u> online articles)
- <u>National Association of Legal Assistants</u> (Publication: <u>Facts & Findings</u> online articles)
- <u>National Federation of Paralegal Associations</u> (Publication: <u>National Paralegal</u> <u>Reporter</u>)
- <u>National Paralegal Association</u>

# **Other Sites of Interest**

- <u>Amarillo College</u>
- <u>AC Paralegal Studies Department</u>
- <u>Amarillo College Library</u>
  - Staff Email Addresses
  - ► Library Services