



# LRC Research Training

## Employment Law & Technology seminar Spring 2020

*LRC Reference Desk:*  
(619) 260-4612  
[lrcrefer@sandiego.edu](mailto:lrcrefer@sandiego.edu)

# What we will cover

- Picking a paper topic
- Literature review
  - Evaluating sources
  - Books & articles
  - Law and other disciplines
  - USD and other libraries
- Note-taking tools and techniques
  - Perma.cc



# PICKING A PAPER TOPIC

# News & blogs

Google News

news.google.com

## Hit a paywall?

- Check library catalog
- Lexis & Factiva have thorough news archives

employee workplace privacy

### Legal Cannabis: What's an Illinois Employer to Do?

The National Law Review · 2 days ago



### Can your boss read your emails? What to know about workplace privacy

Global News · 16 days ago



### AI To Data Privacy: How Hiring Tools And Trends Will Drive Workplace Changes In 2020

Forbes · 7 days ago



### Does blocking certain websites at work hurt employee productivity?

Fast Company · 3 hours ago



### Puff, Puff, Passed: 2019 Marijuana Laws in Review and 2020 Projections

Insurance Journal · Last month



# Reliable Sources



- Evaluate sources for:
  - **Authority** – author is identified, reputable, credentialed
  - **Objectivity** – fairness, lack of bias
  - **Accuracy** – provides references to sources, verifiable
  - **Scope** – relevant to your topic and argument
  - **Currency** – may vary by topic, but make sure you know the current state of thinking in your field (even if it's rooted in older writings)

# Current Awareness Tools

## Current news by practice area

- [Bloomberg Law](#): several relevant practice centers
- [Westlaw/PLC](#): Labor & Employment
- [Lexis](#): several relevant practice centers

## Circuit splits

- [Bloomberg Law](#) > Law School Success > Law Reviews & Journals



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Legal information dashboard

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- Dockets Search
- Points of Law Search
- News Search
- Books & Treatises
- Transactional Precedents Search

### LAW SCHOOL RESOURCES

- Live & Recorded Webinars
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- Law Review Resources
- Career Resources
- Librarian Resources
- Videos & Reference Guides
- Circuit Splits Charts

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- Bloomberg Law News
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- Practical Guidance
- State Law Chart Builders
- In Focus

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- Transactional Intelligence Center
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- Practitioner Tools
- Laws & Regulations
- Secondary Sources
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SEARCHING: All Bloomberg Law

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KS

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Tax




Tech & Telecom

Trademarks & Copyrights

# Practice Center

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## Legal Analysis

### BOOKS & TREATISES

- [All Labor & Employment Books & Treatises](#)
- [Covenants Not to Compete: A State-by-State Survey](#)
- [The Developing Labor Law](#)
- [Elkouri & Elkouri: How Arbitration Works](#)

### BNA MANUALS & PORTFOLIOS

- [All BNA Manuals & Portfolios](#)
- [Fair Employment Practices Manual](#)
- [Individual Employment Rights Manual](#)
- [Wages & Hours Manual](#)

### LAW FIRM RESEARCH

- [Employment Law](#)
- [Labor Law](#)
- [Government Employees](#)
- [Immigration Law](#)

## News & Analysis

- [Bloomberg Law 2020](#)
- [Bloomberg Law Analysis](#)
- [Law X.0 Podcast](#)
- [Daily Labor Report \(2010 - present\)](#)
- [Construction Labor News \(2010 - present\)](#)

[Show More](#)

## Special Reports

 [Click to view available reports](#)

## Opinions, Dockets, Arbitration Awards

- [Search ALL Court Opinions](#)
- [Search Labor & Employment Court Opinions](#)
- [Search ALL Dockets](#)
- [Points of Law Search](#)
- [Employment Arbitration Awards](#)

## Privacy & Data Security: In Focus

### General Data Protection Regulation

The GDPR creates a single EU-wide law on data protection intended to increase legal certainty for individuals, businesses, and data protection authorities.

### California Consumer Privacy Act

The CCPA creates new consumer privacy rights and establishes a private right of action for security breaches and potential statutory damages per consumer, per incident.

### Broadband Privacy

The repeal of FCC regulations that would have increased broadband customer control over personal information has prompted states to consider restrictions on ISPs' use of customer personal data.

### NYDFS Cybersecurity Regulations

Certification of compliance with cybersecurity-related regulations adopted by NYDFS is required and enforceable effective February 15, 2019.

## Practical Guidance

### Lessons for In-House Counsel NEW

Contributed by Peter M. Marta and Asmaa Awad-Farid, Hogan Lovells

### Data Breach Resources

### GDPR Compliance

### Cross-Border Data Transfers

## News & Analysis

[Bloomberg Law 2020](#)

[Bloomberg Law Analysis](#)

[Law X.0 Podcast](#)

[2019 Privacy, Tech & Telecom Outlook](#)

[Privacy & Data Security Law News](#)

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## Search News by Topic

 *Start typing topic or access the drop down list ...*

## Search News by Country

 *Start typing country name or select from drop down list*

## Search News by State

[Vendor Contracts & Cyber Insurance](#)

[Outsourcing & Corporate Transactions](#)


[Privacy Policies](#)

[Health Care Cybersecurity](#)

[NY DFS Cybersecurity Regulations](#)

[Workplace Privacy](#)

[>> SEARCH ALL PRACTICAL GUIDANCE](#)

 *Start typing state name or select from drop down list ...*

## International Privacy Profiles

Evaluate the regulatory landscape in more than 65 jurisdictions.

 *Type name or select "All Countries" to search database.*

## U.S. State Privacy Profiles

Access detailed treatment of state laws and regulations in our growing collection.

 *Type name or select "All States" to search database.*

## Legal Analysis

PRIVACY & DATA SECURITY PRACTICE PORTFOLIO SERIES

## Practice Tools



### CHART BUILDERS

#### [Data Breach Notification Requirements \(Domestic\)](#)

Prepared in cooperation with W. Reece Hirsch, Morgan, Lewis & Bockius LLP, San Francisco.

#### [Disclosure of Medical Information \(Domestic\)](#)

#### [Medical Record Access, Retention and Disposal \(Domestic\)](#)

#### [Special Protections for Sensitive Health Information \(Domestic\)](#)

#### [Workplace Personal Information Protection \(Domestic\)](#)

#### [Workplace Electronic Monitoring \(Domestic\)](#)

#### [Global Workplace Privacy Requirements \(International\)](#)

#### [Data Protection \(International\)](#)

### COMPLIANCE TOOLS

#### [Upcoming Enactments](#)

An interactive timeline displaying the effective dates of enacted laws and finalized regulations from the U.S. and abroad.

#### [GDPR Developments](#)

An interactive timeline recording ongoing guidance and developments related to the EU General Data Protection Regulation.

### TRACKERS



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- Archived Codes | i
- Administrative Codes & Regs | i
- Administrative & Agency Materials | i
- Arbitration Materials | i
- Briefs, Pleadings & Motions | i
- Secondary Materials | i
- Treatises & Practice Guides | i
- Law Reviews & Journals | i
- Forms | i
- Jury Instructions | i
- Jury Verdicts & Settlements | i
- Expert Witness Materials | i
- Legal News | i
- News | i
- Dockets | i
- Scientific | i
- Company & Financial | i
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History

Folders

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- LWR medical marijuana
- Muth GI Bill For-Profit Educ

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Custom Pages lets you assemble the content, sources, and tools you use most on a single page.

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<a href="#">Admiralty &amp; Maritime Law</a>		<a href="#">Contracts Law</a>		<a href="#">Healthcare Law</a>	<a href="#">Pensions &amp; Benefits Law</a>
<a href="#">Antitrust &amp; Trade Law</a>		<a href="#">Copyright Law</a>		<a href="#">Immigration</a>	<a href="#">Public Contracts</a>
<a href="#">Banking Law</a>		<a href="#">Corporate Counsel</a>		<a href="#">Insurance Law</a>	<a href="#">Public Health &amp; Welfare Law</a>
<a href="#">Bankruptcy Law</a>		<a href="#">Criminal Law &amp; Procedure</a>		<a href="#">International Law</a>	<a href="#">Real Property Law</a>
<a href="#">Business &amp; Corporate Law</a>		<a href="#">Education Law</a>		<a href="#">International Trade Law</a>	<a href="#">Securities Law</a>
<a href="#">Civil Procedure</a>		<a href="#">Energy &amp; Utilities Law</a>		<a href="#">Labor &amp; Employment Law</a>	<a href="#">Tax Law</a>
<a href="#">Civil Rights Law</a>		<a href="#">Entertainment &amp; Sports</a>		<a href="#">Legal Ethics</a>	<a href="#">Torts</a>
<a href="#">Commercial Law (UCC)</a>		<a href="#">Environmental Law</a>		<a href="#">Life Sciences/Pharmaceutical</a>	<a href="#">Trade Secrets Law</a>
<a href="#">Communications Law</a>		<a href="#">Estate, Gift &amp; Trust Law</a>		<a href="#">Manufacturing</a>	<a href="#">Trademark Law</a>
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## Administrative Materials

All Labor & Employment Law Administrative Materials | *i*

### Related Resources



PRACTICE CENTERS

Access key resources and tools specifically tailored to the work you do

**Labor & Employment**

**Employee Benefits & Executive Compensation**







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▾	Top Sources	
▶	Cases	Q+
▶	Statutes	Q+
▾	Litigation Resources	Q+
	Federal and State Briefs and Motions, Combined ▾	Q+
	Federal and State Pleadings, Combined ▾	Q+
	Mega Verdicts & Settlements ▾	Q+
▶	Arbitration Decisions	Q+
▶	Administrative Regulations and Materials	Q+
▶	Secondary Sources	Q+
▶	Matthew Bender Forms & Checklists	Q+
<input type="text" value="Find a source"/>		
	<a href="#">View all sources</a>	

▾	Practical Guidance
<h2>Lexis Practice Advisor®</h2>	
Access practical guidance including practice notes, forms, checklists, and articles	
<a href="#">Labor &amp; Employment Practice Area</a>	
<a href="#">View The Lexis Practice Advisor Journal™</a>	
<a href="#">ACCESS NOW! Independent Contractor Tests and Misclassification Risks by Littler Mendelson, PC</a>	

▾	Key Topics	
	Americans With Disabilities Act ▾	Q+
	Collective Bargaining & Labor Relations ▾	Q+
	Disability Discrimination ▾	Q+



Enter terms, citations, databases, questions, anything ...

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Company Investigator

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Key Numbers

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**Litigation Analytics**

View insights on judges, attorneys, law firms, courts, and case types to build a winning case strategy.

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Securely upload your brief or motion to quickly find new authority and related law.

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Legislative History

Sample Agreements

Trial Transcripts & Oral Arguments

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## CROSS-PRACTICE COLLECTIONS

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## RESOURCES



### Meet The Team

The quality starts with our people.

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### Glossary

Detailed explanations of legal terms and concepts written by Practical Law editors.

[Access Now](#)

### State Q&A

Review and compare state law across multiple practice areas.

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[Immigration](#)

## RESOURCES



### What's Market

Summaries, analysis, and custom reports covering a range of employment-related agreements.

[Access Now](#)



### Multi-State Charts

Resources to help employers see how state laws vary on specific labor and employment law issues.

[Access Now](#)



### Global Guides and Cross-Border Topics

Resources on global Labor & Employment law and practice.

STATE CO A

## State Q&A

State-specific Labor & Employment resources and comparison tools.  
Examples include:

[Background Check Laws](#)  
[Leave Laws](#)  
[Non-Compete Laws](#)  
[Wage & Hour Laws](#)

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## Email Updates

Choose which legal update emails you want to receive and how often.

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## Additional Resources

[Practical Law Glossary](#)  
[What's New](#)  
[Practice Area Essentials Labor & Employment](#)

## Recent Labor & Employment Updates

### [Employer's Destruction of Requested Video Surveillance Should Preclude Nonexistence Defense in Failure to Provide Information Case: NLRB Division...](#) • 1/21/2020

In Greektown Casino, LLC, the Division of Advice of the National Labor Relations Board's (NLRB) Office of the General Counsel released an advice memorandum dated December 20, 2019 concluding that an unfair labor practice (ULP) complaint should issue against the employer for failing to provide...

### [What's Market Executive Employment Agreements for the Week Ending January 22, 2020](#) • 1/21/2020

A list of executive employment agreement summaries recently published by What's Market. What's Market provides a continuously updated database of executive employment agreements that allows you to search agreements using filters, such as the employer's industry, the executive's position, and the...

### [Registered Nurses Working in Non-Clinical Roles May Qualify for Professional Exemption Under the FLSA: Second Circuit](#) • 1/16/2020

Enter terms, citations, databases, questions, anything ...



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Bankruptcy\*

Employee Benefits & Executive Compensation

Immigration\*

Products Liability\*

Capital Markets\*

Employment\*

Insurance Law\*

Real Property

Commercial Law

Energy & Environment\*

Intellectual Property\*

Securities Enforcement & Litigation\*

Construction Law

Estate Planning

Medical Litigation

Tax\*

Corporate Counsel\*

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# Employment

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| <input type="checkbox"/> Trial Court Orders                  | <input type="checkbox"/> Briefs                         |
| <input type="checkbox"/> Statutes & Court Rules              | <input type="checkbox"/> Trial Court Documents          |
| <input type="checkbox"/> Regulations                         | <input type="checkbox"/> Expert Materials               |
| <input type="checkbox"/> Sample Agreements                   | <input type="checkbox"/> Jury Verdicts & Settlements    |
| <input type="checkbox"/> Administrative Decisions & Guidance | <input type="checkbox"/> Proposed & Enacted Legislation |
| <input type="checkbox"/> Practical Law                       | <input type="checkbox"/> Proposed & Adopted Regulations |
| <input type="checkbox"/> Secondary Sources                   | <input type="checkbox"/> Arbitration Materials          |

### Tools

News

Labor & Employment Dockets

LAIS Biographies & Statistics

Drafting Assistant Essential [🔗](#)

Sharing Economy (Emerging Areas of Practice Series)

## Practitioner Insights for Employment

### Employment Analysis

[NLRB Permits, Again, Employers to Restrict Use of Email – Maybe](#)

JD Supra (Blog)

My Alerts

Last Updated: 1/23/2020

# LITERATURE REVIEW

# Literature Review



- A survey of books, scholarly articles, and any other sources relevant to a particular issue, area of research, or theory
- Helps you formulate your thesis and locate your arguments within the larger field of study

# Reliable Sources



- Evaluate sources for:
  - **Authority** – author is identified, reputable, credentialed
  - **Objectivity** – fairness, lack of bias
  - **Accuracy** – provides references to sources, verifiable
  - **Scope** – relevant to your topic and argument
  - **Currency** – may vary by topic, but make sure you know the current state of thinking in your field (even if it's rooted in older writings)

# BOOKS



## Search LRC

Search Catalog

Databases A-Z

By Subject



employee privacy in workplace



[Library Account](#) | [Classic Catalog](#) | [Find Legal Journals](#) | [Course Reserves](#) | [Past Exams](#)



### Week hours

January 21st - 27th

#### Library

Today's hours 8 a.m. - 12 a.m.

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#### Reference

Today's hours 12 p.m. - 4 p.m.

### UPCOMING EVENTS

JAN

24

VITA Training

WEDNESDAY, JANUARY 24, 2018 // 5 P.M.

Pardee Legal Research Center, Main Computer Lab, room 122

JAN



Sorry we are offline, but le...

# Searching the catalogs

**USD's online catalog** find items located in the LRC and also in the Copley Library collection.

- Remember that the catalog can be used to find not just materials in our print collection, but it also provides direct access to materials in our subscription databases, and it also links to websites!
- You can search [USD's online catalog](#) from LRC's homepage

Search:



Advanced Search

CatalogPlus

Catalog

Results 1 - 25 of 31 for employee privacy in workplace

WorldCat [↗](#) Circuit [↗](#)

Sorted by Relevance | Date | Title | Author

Refine by:

Format

- PRINT BOOK (17)
- E-Books (11)
- MICROFM BOOK (2)
- CD-ROM (1)

Location

- Copley Library (6)
- Legal Research Center (25)

Search Found In

- Title (15)
- Subject (3)

Availability

- At the library (31)
- Online (11)

Collection

- Electronic Publications (12)
- Books (28)

**Employment and labor law : resource materials / editor-in-chief, Peter M. Panken**

PRINT BOOK | 1995

Available at LRC Reading Room (KF3319.3 .E47 1995 v.1) plus 1 more [see all](#)

Request it

Additional actions:



**Your rights in the workplace / Barbara Kate Repa, J.D**

Repa, Barbara Kate, author

PRINT BOOK | 2014

Available at LRC Reading Room (KF3455 .R47 2014) [see all](#)

Request it

Additional actions:



**Perspectives on privacy : increasing regulation in the USA, Canada, Australia and European countries / edited by Dieter Dörr and Russell L. Weaver**

PRINT BOOK | 2014

Available at LRC Reading Room (K3264.C65 P47 2014) [see all](#)

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Additional actions:





# Searching the catalogs

## Circuit Catalog:


- USD is a member of a library consortium, the Circuit
- borrow materials from SDSU, UCSD, Cal State San Marcos, & the San Diego County & City Libraries.
- greatly increases the universe of materials that are accessible to you!
- delivered to LRC in 24–48 hrs.—pickup at Circulation desk

**Access:** You can link to the Circuit catalog through Sally (click on the hyperlinked Circuit logo) or go to:

<http://circuit.sdsu.edu>



(Search History) 

KEYWORD 

employee privacy in workplace

Search

58 results found. Sorted by **relevance** | [date](#) | [title](#) .

Result Page [1](#) [2](#) [Next](#)

Save Marked Records

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## KEYWORDS (1-50 of 58)

### Relevant titles entries 1-1

#### 1 **Computers in the workplace : employer surveillance vs. employee right to privacy**



Topanga, CA : Sweet Pea Productions, ©1996, 1992.  
1 videocassette (97 min.) : sound, color ;



### Other relevant titles entries 2-58

#### 2 **The employer's legal handbook**



Steingold, Fred S., 1936- author.  
Berkeley, California : Nolo, [2017]  
482 pages ;



#### 3 **Insider threat : prevention, detection, mitigation, and deterrence**



Gelles, Michael G  
Oxford, UK : Butterworth-Heinemann is an imprint of Elsevier, 2016  
1 online resource



#### 4 **The employer's legal handbook**



Steingold, Fred S., 1936- author.  
Berkeley, California : Nolo, 2015.  
481 pages ;



#### 5 **Perspectives on privacy : increasing regulation in the USA, Canada, Australia and European countries**



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[Children's books by subject Genre](#)

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[Dewey Call No.](#)

[Government Document No.](#)

[ISBN/ISSN/Standard No.](#)

[OCLC No.](#)

### Search Help

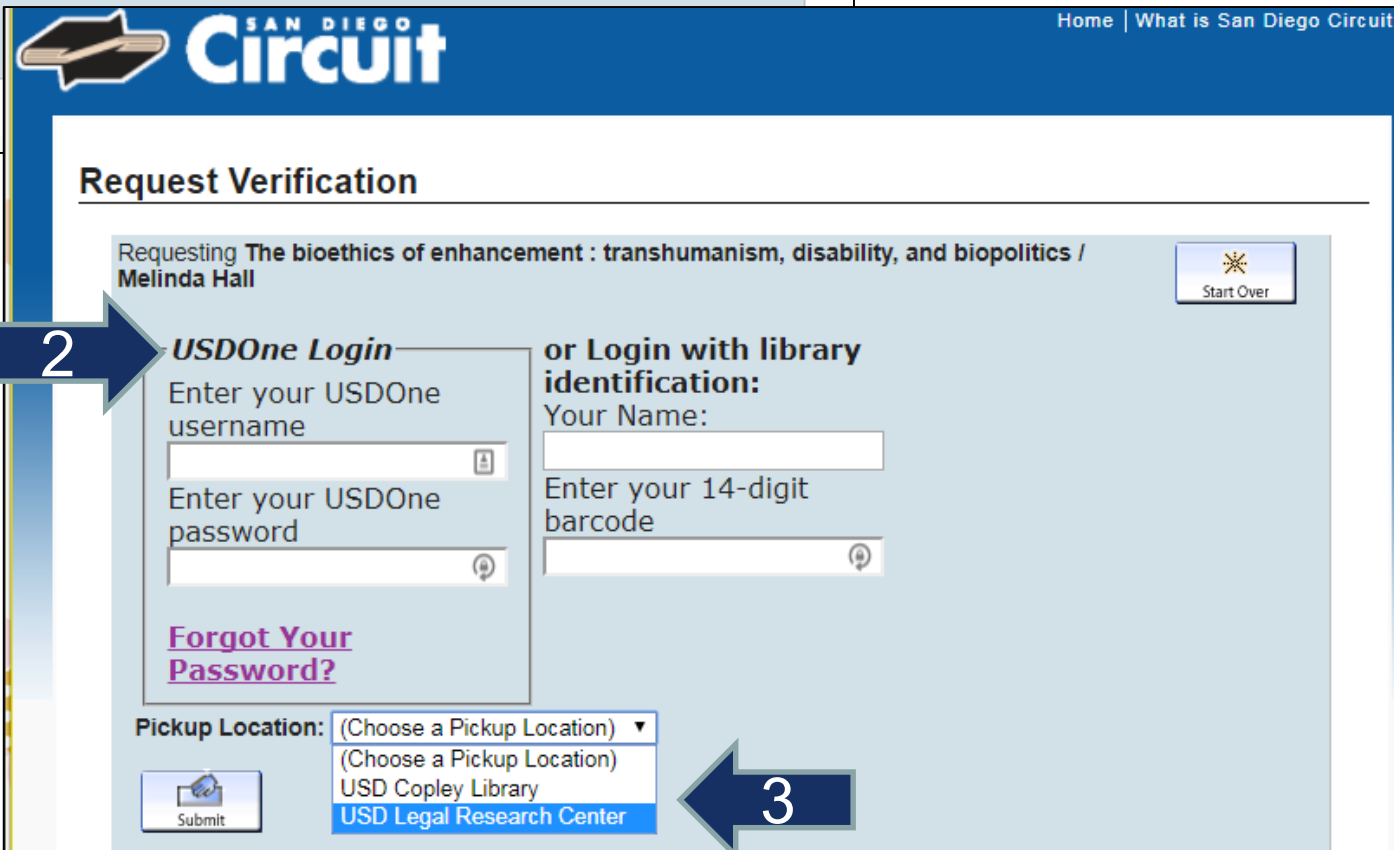
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## Choose Your Institution

Requesting **The bioethics of enhancement : transhumanism, disability, and biopolitics / Melinda Hall**

**With which institution are you affiliated?**

- CSU San Marcos
- CSU San Marcos
- San Diego County Library
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# LAW ARTICLES

# Law articles

- Lexis
- Westlaw
- Google Scholar

Unpublished or forthcoming

- SSRN
- Bepress

<https://scholar.google.com>



# Google Scholar

employee workplace privacy



Articles  Case law

## Recommended articles

---

Competency-Based Education: A Framework for a More Efficient and Safer Aviation Industry

F Mendonca, J Keller, B Dillman

[See all recommendations](#)

**Stand on the shoulders of giants**



[HTML] **Workplace privacy: Employee** relations and legal implications of monitoring **employee** e-mail use

[BA Friedman](#), [LJ Reed](#) - **Employee Responsibilities and Rights Journal**, 2007 - Springer

The tradeoff between employees' **workplace privacy** and employers' need to protect company assets, safeguard proprietary information, and avoid costly litigation has been receiving increased attention (Lee and Kleiner 2003; Mello 2003; National **Workplace** ...

☆ Cited by 58 Related articles All 7 versions

[HTML] [springer.com](#)  
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[HTML] E-monitoring in the **workplace: privacy**, legislation, and surveillance software

[GD Nord](#), [TF McCubbins](#), [JH Nord](#) - **Communications of the ACM**, 2006 - [dl.acm.org](#)

... advances. This article examines the employer/**employee workplace privacy** relationship, identifies the existing federal and state law governing **workplace privacy**, and discusses the rapidly developing monitoring software market ...

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**Employee** perceptions of invasion of **privacy**: A field simulation experiment.

[PD Tolchinsky](#), [MK McCuddy](#), [J Adams](#)... - **Journal of Applied** ..., 1981 - [psycnet.apa.org](#)

... Page 6. **EMPLOYEE PRIVACY** 313 variables we have introduced here as well as other variables yet to be included ... Reference Notes 1. [McChriston, B.](#) Testimony at Department of Labor hearings on **workplace privacy**. Washington, DC, January 7, 1980 ...

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[S Cox](#), [T Goette](#), [D Young](#) - **Communications of the IIMA**, 2005 - [scholarworks.lib.csusb.edu](#)

Organizations face growing liability with regard to **employee** use of electronic resources. To mitigate the risk of liability, companies must develop and implement a computer-use policy outlining proper use of organizational electronic resources. This paper examines critical ...

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# Search strategies

- Use multiple search techniques
  - keyword (natural language & Boolean)
  - subject
  - browse
- Ask a librarian
- Build from the sources you've already found
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# 1996 article by Kim



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## PRIVACY RIGHTS, PUBLIC POLICY, AND THE EMPLOYMENT RELATIONSHIP

Pauline T. Kim | Ohio State Law Journal (Approx. 62 pages)

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### 57 Ohio St. L.J. 671

Ohio State Law Journal

1996

Pauline T. Kim<sup>a1</sup>

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## PRIVACY RIGHTS, PUBLIC POLICY, AND THE EMPLOYMENT RELATIONSHIP

Two well-established common law doctrines increasingly are coming into conflict. The first protects individuals from unreasonable intrusions on their privacy. The second authorizes an employer to fire its employees at will, unless a clear agreement exists to the contrary. As employees have begun to assert their common law right of **privacy**<sup>1</sup> in the **workplace**, their claims have collided headlong with the doctrine of employment at will.

The conflict became apparent during the legal struggles over the permissibility of drug

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[s 1:7. Employment-at-will doctrine-Judicial erosion-Specific public policy exceptions](#)

Oh. Empl. Prac. L. § 1:7

...A large number of states, including Ohio, have judicially adopted a public policy exception to employment-at-will, in addition to or in lieu of the contract and/or estoppel exceptions. These decisions ...

[s 65. Liability for wrongful discharge of at-will employee under workplace or public safety policy and whistleblower statutes](#)

39 Ohio Jur. 3d Employment Relations § 65

...Under the public policy exception to the doctrine of employment-at-will for purposes of an action for the wrongful termination of an at-will employee, the Ohio public policy favoring workplace safety i...

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<input type="checkbox"/>	<p><b>3. Restatement of Employment Law s 7.07, Discharge in Retaliation for Refusing Privacy Invasion</b></p> <p>Restatement of Employment Law</p> <p>An employer who discharges an employee for refusing to consent to a wrongful employer intrusion upon a protected employee privacy interest under this Chapter is subject to...</p>	2017	Other Secondary Source	—
<input type="checkbox"/>	<p><b>4. Restatement of Employment Law s 7.07 PFD, s 7.07. Discharge in Retaliation for Refusing Privacy Invasion</b></p> <p>Restatement of Employment Law</p>	2017	Other Secondary Source	—

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- Philosophy
- Politics & Government
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- Reference
- Sociology
- Theology & Religious Studies

# A few most relevant databases



Academic Search Premier

JSTOR

Oxford Scholarship Online

EconLit

# Other libraries

- You may be able to access subscription databases available at other libraries by visiting campus (UCSD, SDSU)

# WEB TOOLS

# Link rot



Ohh... You have requested the page that is no longer there.

# *In Supreme Court Opinions, Web Links to Nowhere*

By [Adam Liptak](#)

Sept. 23, 2013



WASHINGTON — Supreme Court opinions have come down with a bad case of link rot. According to [a new study](#), 49 percent of the hyperlinks in Supreme Court decisions no longer work.

This can sometimes be amusing. A link in [a 2011 Supreme Court opinion](#) about violent video games by Justice Samuel A. Alito Jr. now leads to a [mischievous error message](#).

“Aren’t you glad you didn’t cite to this Web page?” it asks. “If you had, like Justice Alito did, the original content would have long since disappeared and someone else might have come along and purchased the domain in order to make a comment about the transience of linked information in the Internet age.”

<https://www.nytimes.com/2013/09/24/us/politics/in-supreme-court-opinions-clicks-that-lead-nowhere.html>



# Avoiding link rot

[The Wayback Machine](#)



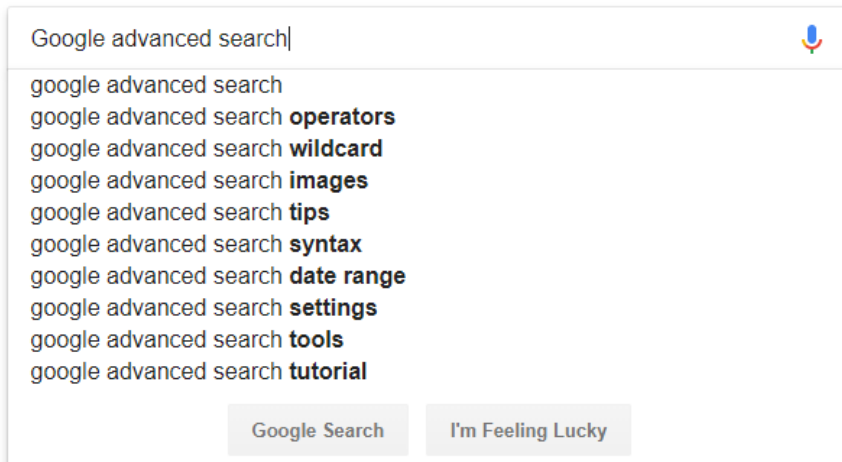
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**Perma.cc** ∞

**Websites change.  
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# Up your Google game

## The super secret Google Advanced Search page

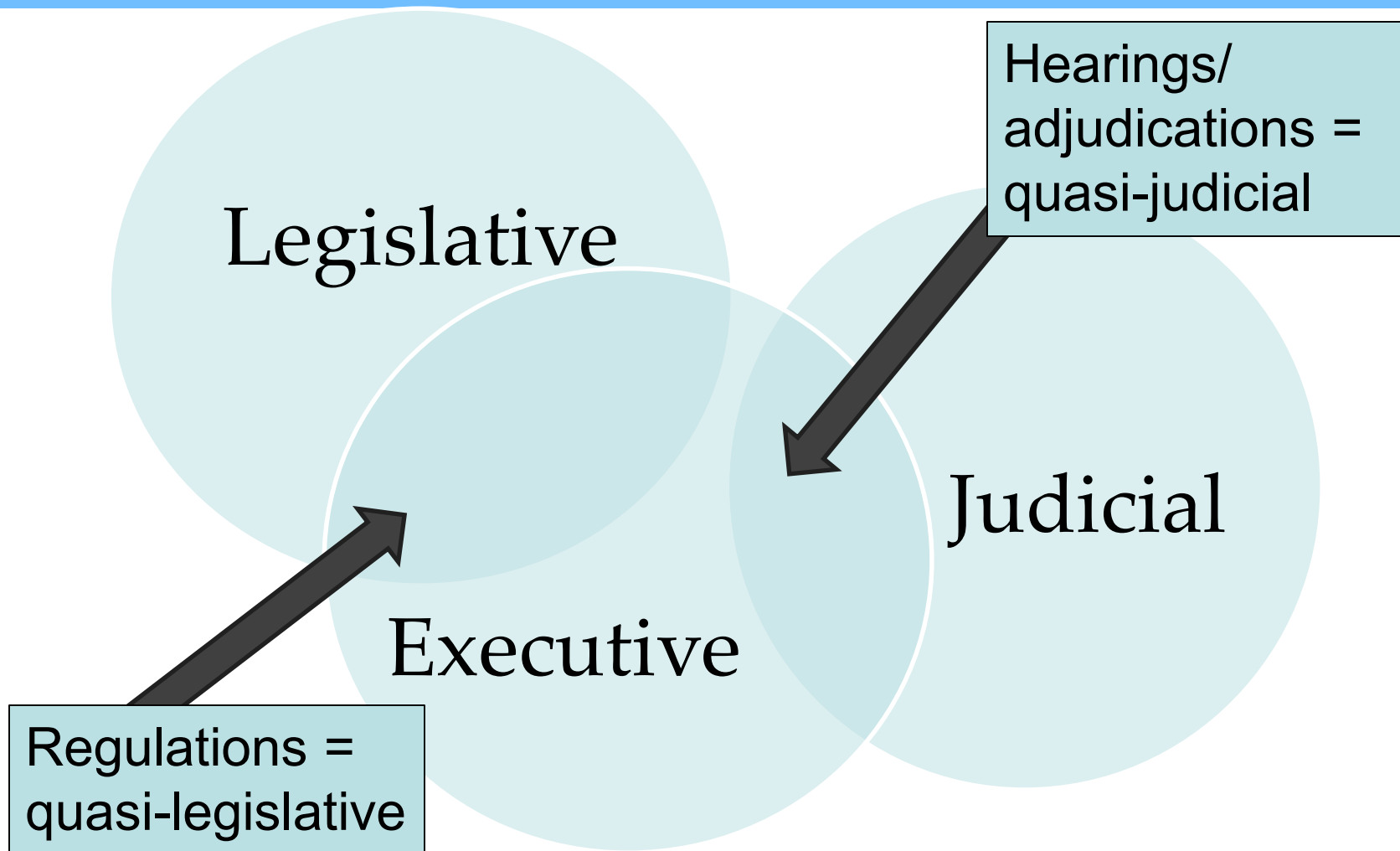


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  - specific website, or portion of a website
  - domain type
  - file type
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# ADMINISTRATIVE LAW

# Administrative law



# Promulgating regulations



- Agency drafts proposed regulations
- Publish proposed regulations in the Federal Register (Fed. Reg. or F.R.)
- Opportunity for public comment
- Agency drafts final regulations
- Publish notice of final regulations in Federal Register
- Codify the final regulations in the Code of Federal Regulations (C.F.R.)

# Administrative law documents



## Regulations

## Advisory & guidance documents

## Decisions & Adjudications

Code of Federal Regulations (C.F.R.)

Varies widely across agencies

Varies widely across agencies

Federal Register

Check agency website, Westlaw, Lexis, BloombergLaw

Check agency website, Westlaw, Lexis, BloombergLaw

FDsys, Westlaw, Lexis, BloombergLaw

Regulations.gov for proposed regulations

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# Agency websites



There are hundreds of federal agencies. Here's an index of federal agencies or just Google the name:

<http://www.washlaw.edu/doclaw/executive5m.html>

Agency websites are a wealth of information, including links to recent bills, statutes, regulations, and decisions

Agency materials are also available on Westlaw, Lexis, and BloombergLaw

# Company research



News

[LexisNexis](#)

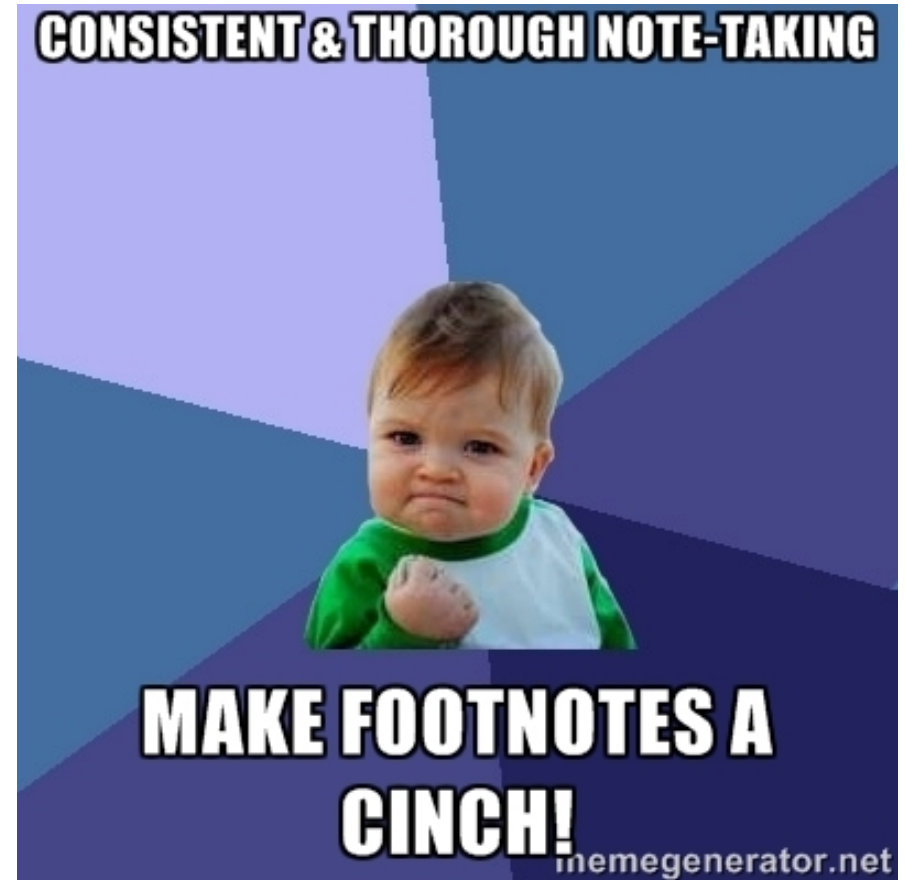
[BloombergLaw](#)



# NOTE-TAKING TOOLS & TECHNIQUES

# Why good note-taking is important

- Bolster your argument
- Avoid inadvertent plagiarism
- Save yourself time and trouble when creating citations



# What to look for

- Reference manager
- Citation support for Bluebook style
- Organize and annotate PDFs and other digital content
- Fits your research style--something you will use!!



# Note-taking apps



# Web content management



The #1 Bookmarking Add-on



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**diigo**

# Document AND citation management

THOMSON REUTERS

**ENDNOTE**

**zotero**

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 **RefWorks**

## Typical features include:

- Free or premium upgrade
- Web, client, mobile apps
- PDF storage & annotation
- Cloud & local storage
- Web content capture
- Citation style  
 (“bibliographic utility”)

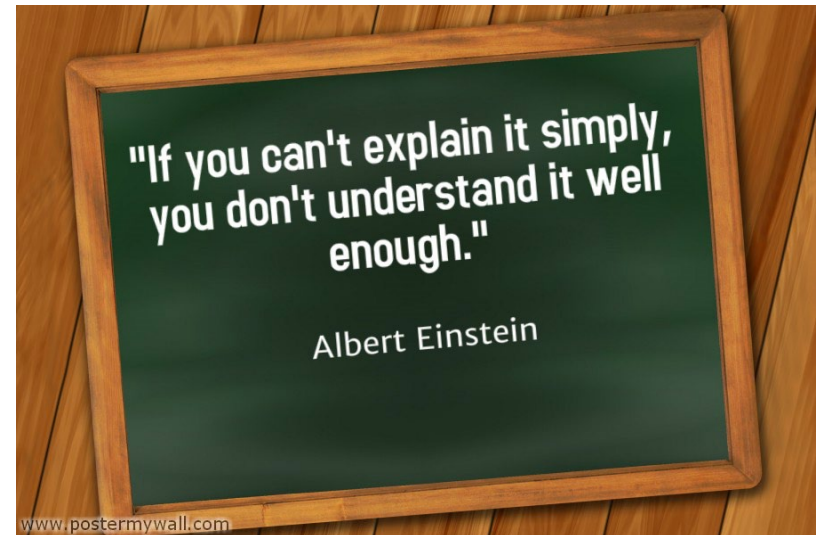
# Note-taking tips

If you cut & paste text from another source to look at later, **immediately** mark it as copied text & include citation info



# Summarizing & Paraphrasing

- Try to do it without looking at the source material
- Not enough to change a few words around, or substitute synonyms
- You literally have to rewrite the material using your own words





# Citing the best source

- Don't rely on Source A to tell you what Source B says – go back to the original
  - Don't cite Scholar A to tell your reader what Scholar B argued
  - Don't cite a book or an article to tell your reader what a case held
  - Don't cite a case to tell your reader what the statute says

# Research log



- Keep a log of where you've searched and what search terms you used (not just what you found)
- This will save you time later

# Sources & additional resources



## Comparing reference managers:

- <https://www.library.wisc.edu/services/citation-managers/comparison-chart>
- <http://library.law.yale.edu/research-management-and-citation>

## Setting up Bluebook style:

- <https://www.law.georgetown.edu/library/research/citation-tools/bluebook.cfm>

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