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The University of Chicago Dissertation Office

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Visit the Dissertation Office

The University of Chicago Dissertation Office is located in [Room 100-B](#) of the [Joseph Regenstein Library](#). Directions to the University of Chicago, parking information, and transportation options are noted on the [UChicagoMaps](#) site. The Library provides information [about the Joseph Regenstein Library](#).

Regular office [hours](#) are Mondays-Thursdays, 9am-noon/1:30-4:30pm, and Fridays, 10:30am-noon/1:30-4:30pm. Actual hours may vary.

Contact the Dissertation Office

Please [let us know](#) how we can help! | Email: [phd \(at\) lib.uchicago.edu](mailto:phd@lib.uchicago.edu) | Phone: 773-702-7404 | Address: 1100 E. 57th St. Chicago IL 60637

Access to University of Chicago Dissertations

[Where are the dissertations?](#) U. of C. dissertations are shelved in different places and may be available online, too.

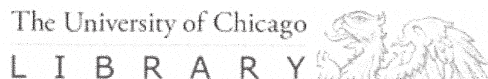
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[Can I search databases for dissertations?](#) Find records for U. of C. dissertations in the library catalog, in ProQuest Dissertations & Theses @ University of Chicago, and in other databases.

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Information and Services for Faculty

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The University of Chicago Library
1100 East 57th Street Chicago Illinois 60637
[Phone Numbers](#)

The screenshot shows a web page with a dark header. At the top right of the header are links for [Contacts](#), [FAQs](#), [References](#), and [Course Outline](#). The main title is "Publish, Not Perish: The Art & Craft of Publishing in Scholarly Journals" with a logo of two overlapping 'C's and 'U's. The page is labeled "page 1 of 1".

Introduction

Welcome to our online library research course! This tutorial was created through a collaborative effort of the [libraries of the University of Colorado](#). It focuses on publishing in scholarly journals. In this course you will learn to:

- Describe the role of scholarly publishing in an academic career
- List the essential steps of planning and writing a scholarly paper.
- Develop a personal publication plan
- Compare and contrast the different publishing models currently in use
- Describe the types of articles you can write
- List the pros and cons of collaborative authoring
- Describe the tools and resources a scholarly writer needs to have on hand


[Click Module 1 in the right column to get started.](#)

Introduction

- Module 1**
Overview of Scholarly Journal Publishing
- Module 2**
Laying the Groundwork: Ideas, Journal Research & Queries
- Module 3**
Deadlines & Details - Manuscript Prep & Submission
- Module 4**
From Good to Great - The Editorial Process
- Module 5**
Making it Yours - Customizing Your Publishing Plan

Below the menu is a small image of a hand holding a pen over a notebook. The page is labeled "page 1 of 1".

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 Cornell University Library

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What Is It?
This service allows Faculty members to request library books for delivery to their department mail room or administrative office, Monday through Friday, during regular office hours. Requests may be placed through the Library catalog and turnaround time is expected to be 48 hours. Requests are limited to book materials from the regular circulating collection of the Ithaca and Geneva libraries; journals, videos, or other special collection items are excluded. There is no charge for this service.

How Does It Work?
Requests are placed through the "Requests" button of the library catalog (see instructions below). The library designated as your service provider (usually the library closest to your building) will check out the book to you through the library's circulation system and will deliver it to your department's mail room or administrative office within 48 hours, Monday through Friday during standard office hours. The book will arrive wrapped and labeled with your name, and will be placed in your mailbox (or in the area designated by your department coordinator). You will be notified when the book is available for you to pick up at your department.

To return books, please bring them back to any library, as you do with other library books. At this time, there is no book retrieval component to the service and the campus mail does not accept library books.

Instructions for placing a request:

- Go to the library catalog at <http://catalog.library.cornell.edu>.
- Locate the item you would like to request and click the "Requests" button at the top of the screen.
- Log in with your ID number and last name.
- From the Type of Request pull-down menu, select "Book Delivery."
- From the Pick Up At menu, select "Faculty Office Delivery"
- Enter your department and building address in the Comments box at the end of the screen. Submit form.
- You will be notified when the book has been delivered, or if the book cannot be delivered for any reason.

 Cornell University Library

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[Library Services](#) > [Faculty](#) > Gelman Library System Guide for GW Faculty

Faculty Recognition

Collecting Faculty Publications

The Gelman Library endeavors to collect books authored by George Washington University faculty. We purchase one copy for the GW Faculty Collection in Special Collections as well as one for our circulating collection. There is no centralized way to identify these publications so faculty are encouraged to contact the Collection Development Librarian for their department to initiate this purchase. These titles can be retrieved in our ALADIN Catalog by searching Faculty Collection as an Author.

Faculty Author Signing Events

Faculty Authors Signing Receptions are held throughout the academic year to provide an opportunity for Gelman librarians to recognize new books written by faculty authors. During the reception faculty members discuss their research, challenges they encountered, and their book's scholarly contribution within their area of study. Signed copies of the honored books are housed in the Special Collections Department's George Washington University Faculty Collection.

Emeriti Faculty

Faculty emeriti are entitled to entrance and borrowing privileges at the Gelman Library. A validated GW ID issued from the Personnel Office is necessary for borrowing items from the GW general circulating collection. Borrowing privileges are the same as those of current faculty members.

Scholarly Publication

Changes in publication and access to the record of research are sweeping through the higher education and research community. Spurred by the continuing rising costs for libraries to purchase scholarly output - prices of scientific, technical and medical journals, particularly, have risen dramatically over the last 25 years - and by advances in technology that can support new ways of reporting research, scholars are discussing the communication of their work and employing new media for dissemination of that work. See the Gelman Library System's web site on [Scholarly Communication](#) for information on new scholarly publishing initiatives, for links to related resources, and for suggestions on how to help regain control of scholarly publishing so it meets the needs of faculty and other researchers.

Return to [Gelman Guide for GW Faculty](#)

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2130 H Street NW
Washington, DC 20052
202-994-6558
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Last modified: Wednesday, October 10, 2007 14:39:34 PM

[Reference](#) > Cybercheating

A Cybercheating Detection and Prevention Primer for GW Faculty

Created by Gelman Library, The George Washington University

Plagiarism in college is not a new phenomenon. However, with the introduction of the Internet as a research resource, the ways that students can commit plagiarism have taken on new dimensions. Online term paper mills and web sites provide students with ample opportunities to acquire materials not of their own original thought to be turned in to their classes.

Some college students today have little or no idea what constitutes plagiarism. Many of them may concede that appropriating direct quotes or paraphrasing entire pages from printed resources into their papers without proper attribution is plagiarism, but these same students would be unlikely to concede the same allowances for online material. To them, the World Wide Web is entirely free for the taking and does not require any kind of citation of sources.

The Internet has forced university faculty members to redouble their efforts to determine if students have plagiarized the papers they turn in and to continue to find ways to prevent students from plagiarizing in the first place.

Gelman Library has created this cybercheating detection & prevention primer as a way to assist GW faculty in detecting student cybercheating or online plagiarism as well as preventing it. It is aimed at providing you with the background education and access to resources needed to conduct your own independent investigation of potential cybercheating.

Table of Contents

[Detecting Cybercheating/Online Plagiarism](#)

[Preventing Cybercheating/Online Plagiarism](#)

[Readings & Web Sites for Further Information](#)

[Term Paper Mills](#)

This web site is maintained by [Tina Plottel](#).

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- [Teaching Online/Web CT](#)
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RESEARCH

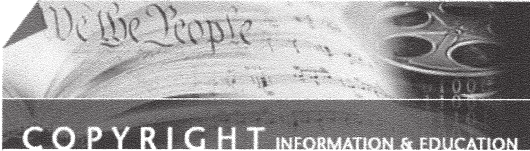
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[About Copyright Information and Education](#)

Contact Us:
copyinfo@umn.edu



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COPYRIGHT BASICS

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- [What Is Copyright?](#)
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- [Research and Copyright](#)
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COPYRIGHT RESOURCES ON CAMPUS

U of M Policies Related to Copyright

- [Board of Regents Copyright Policy \(.pdf\)](#)
 - [Background and Resources](#)
 - [Related UMN policies](#)

[Copyright Permissions Center](#)

[Digital Media Center](#)

[Office of the General Counsel](#)

Download the "[Copyright At a Glance](#)" brochure.

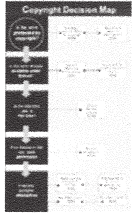
NEWS

- [Searchable Copyright Renewal Database](#)
A searchable database of copyright renewals for books published in the US between 1923 and 1964 is now available, online, at Stanford University's Libraries and Information Resources Web site...
- [Anti-Circumvention Rulemaking](#)
A new ruling allows film and media studies educators to circumvent CSS copyprotection found on most DVDs. The Librarian of Congress has announced new exemptions from the anti-circumvention provisions of the Digital Millennium Copyright Act At the US Copyright Office...

[XML](#)

COPYRIGHT TOOLS

Featuring: [The © Decision Map](#)



Other Tools:

- [Fair Use Analysis Tool](#)
- [Your Rights and Responsibilities for Use of Library-Licensed Electronic Resources](#)
- [Creating Links to Licensed Resources](#)
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- [Creative Commons](#)
- [CIG Author's Addendum](#)

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University Libraries

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- RefWorks
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- Reserves
- RUcore (Rutgers Community Repository)
- Rutgers Libraries Toolbar

Collection Development

To recommend materials for purchase, please refer to the list of [Collection Development / Subject Specialist Librarians](#) for telephone numbers and e-mail addresses.

Copyright Information

Resources on intellectual property, acceptable use, and Rutgers policies may be found on the [Copyright Information Guide](#). You may also wish to consult the acceptable uses of [Licensed Digital Resources \[PDF\]](#).

Delivery and Interlibrary Loan

[Delivery and Interlibrary Loan](#) services offer a variety of options for obtaining items that are not at your local campus library or part of the Rutgers libraries collections.

Emeriti

Information about the range of library services available to faculty emeriti can be found [here](#).

Library Classes

To schedule library instruction sessions for your class, please contact your campus [instruction coordinator](#) or a [subject specialist librarian](#).

See also:

- [Information for Faculty and Staff](#)

Media

Book media for preview and classroom use with a [Media Materials - Booking Form](#).

Request cablecast of moving image materials by filling out a [Mediavision Cablecast Request Form](#) (instructors only)(New Brunswick only).

See also:

- [Mediavision Cablecast Request Service \(New Brunswick only\)](#)

Recently Hired?

New faculty members in New Brunswick who need to access Library services prior to the beginning of their appointment, to reserve books or prepare for classes, can do so by having their department sponsor them for a Visiting Scholar ID card. Bring a completed [ID](#)

Card Request Form [PDF], signed by your department head, to University Human Resources, ASB II, Cook Campus. Complete instructions are available at the [Rutgers RUconnection Card](#) website.

Faculty members in Newark should contact the [Rutgers-Newark Photo ID Office](#). Camden faculty members should go to the [IMPACT Booth](#) in the Camden Campus Center.

Once you obtain your card, present it at any library circulation desk to activate borrowing privileges.

Reciprocal Borrowing Arrangements

To borrow from other academic institutions in the Tri-state area, please refer to policies on [Cooperative Access Arrangements](#).

RefWorks

[RefWorks](#) is a Web-based bibliographic citation manager which works with most library databases.

Research Assistants

To designate a Research Assistant (RA) to checkout and renew books, request delivery of books and articles, and book media for classroom use on your behalf, request a [Faculty Research Assistant \(RA\) Card](#).

Reserves

Place materials on reserve for a course by filling out a [Reserve Request Form](#) (instructors only).

See also:

- [Reserve Services, A Guide for Faculty](#)
- [Electronic Documents on Reserve: A User's Guide](#)

RUcore (Rutgers Community Repository)

[RUcore](#) is an open access institutional repository that makes the significant intellectual property of Rutgers University faculty and Rutgers University departments, centers, and institutes permanently and freely accessible for scholars and researchers around the globe.

Rutgers University faculties are invited to deposit the results of their research and professional activity. Your deposits will be preserved and made permanently available in [RUcore](#). Articles resulting from NIH funding can be placed jointly in [PubMed Central](#) and [RUcore](#) easily via the [RUL/NIH Submission Service](#).

Rutgers Libraries Toolbar

The [Rutgers Libraries' Toolbar](#) is a free web browser extension that provides a drop-down menu to library resources, embedded library links on certain popular web pages such as [Amazon.com](#), and new functionality to the "right-click menu" of your mouse.

Last updated November 6, 2006; January 7, 2007; February 28, 2008

URL: http://www.libraries.rutgers.edu/rul/lib_servs/faculty_services.shtml

Send Website feedback to the [Libraries Webmaster](#)

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School of Graduate and Postdoctoral Studies

The University of
Western Ontario



Graduate Student **PROFESSIONAL DEVELOPMENT**



Orientation Activities

Teaching

Research

Mentoring

Academic and
Professional
Communication

International Grad
Student Programs

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Welcome!

The goal of graduate education is to transform students into scholars and professionals in their disciplines. The programs of the 360° degree graduate student professional development initiative provide critical communication, writing, and professional skills that enable new scholars to disseminate their research, to teach effectively and collaborate successfully, and provide career preparation that facilitates their successful transition to careers in academia, government, industry and beyond.

The 360° Graduate Student Professional Development Initiative is the result of campus-wide collaboration between the School of Graduate and Postdoctoral Studies, the Teaching Support Centre, Student Development Services, Western Libraries, the Career Centre, Communications and Public Affairs, the Faculties and many other colleagues across campus. Programs of the 360 Initiative are designed to complement the disciplinary preparation that graduate students receive in their departments through coursework, research, conference participation and interaction with faculty.

Online Resources

Strategies for
Academic Success

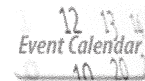
Writing and
Publication

Teaching Tips

Getting Mentored

Career Resources

Campus Community



SEARCH /

1151 Richmond Street, London, Ontario, Canada, N6A 3K7
Tel: 519-661-2111
Developed by The School of Graduate and Postdoctoral Studies Web Developer
See our policies on Privacy, and Web Standards

Time Saving Tricks - Advanced Functions in WebCT
Chat
Monday, November 17, 2008

Descriptions of Spaces

Library Maps & Floor Plans : UCI Libraries Update: A Newsletter for Faculty
November 14, 2008 Week 7

UCI LIBRARIES
UNIVERSITY of CALIFORNIA • IRVINE

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STUDY CENTERS & STUDY ROOMS

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- Science Library
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- Roger C. Holden Faculty and Graduate Student Reading Room (LL)
- Faculty and Graduate Reading Room (SL)

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- SCAMP - Scholarly Communication and Management Program

Langson Library

- The Langson Library offers quiet study space in a wide range of options including 852 individual study spaces located primarily on the third, fourth, and basement floors.
- The 4th floor, Basement, Special Collections, and Southeast Asian Archive are designated Quiet Study Zones. Please turn your cell phones off and take all conversations outside.
- UCI faculty and graduate students may take advantage of the Roger C. Holden faculty and graduate student reading room.
- The Gateway Study Center, located across from the Langson Library, also provides a number of reader carrels in an environment dedicated to quiet study.

Gateway Study Center

The Gateway Study Center is located across from the Langson Library. The Study Center provides a number of carrels and library tables in an environment dedicated to quiet study.

- Open 24 hours pre-finals and finals week.
- The Study Center is a designated Quiet Zone.

Science Library

- The Science Library offers quiet study space in a wide range of options including 2000 individual study spaces located primarily on the fourth, fifth, and sixth floors, and over fifty study rooms of varying sizes which can be reserved in advance at the Directions Desk.
- The 4th, 5th and 6th floor Bar and Drum study halls are designated Quiet Study Zones. Please turn your cell phones off and take all conversations outside.
- The Science Library also has a Faculty and Graduate Reading Room on the fourth floor and a Study Center for after-hours studying on the first floor.

Science Library Study Center

The Science Library Study Center is located on the first floor of the Science Library. The Study Center may be entered from a separate outside entrance during times when the Library building is closed. A total of 110 individual study spaces are available to library users. For additional information please call, (949) 824-3681.

- There are nine Group Study Rooms within the Study Center. Group Study Rooms are located on the 1st, 4th, 5th, and 6th Floors. A total of 51 Group Study Rooms are available throughout the Science Library during normal hours of operation. Study room key checkouts and advance reservations are handled at the Directions Desk. Food is not allowed in the Study Rooms. Beverages in spill proof containers is acceptable. If you have food or beverages you will be asked to dispose of the items and/or asked to leave the library.
 - To avoid fines/blocks on your library record, please return/renew your room key on time.

- There will be \$10 fine for overdue keys and a block will be placed on your circulation record.
- Please keep noise at a minimum level.
- Do not add or remove furniture.
- Do not deface, destroy, or vandalize walls or furniture. Disciplinary actions will be taken if you violate this rule.
- Open 24 hours pre-finals and finals week.
- The Study Center is a designated Quiet Zone.

Grunigen Medical Library

There is study space inside the library that may be used by all patrons.

Roger C. Holden Faculty and Graduate Student Reading Room (LL)

- The Roger C. Holden faculty and graduate student reading room is located on the second floor, LL 203.
- The Reading Room offers an attractive and comfortable space for UCI faculty and graduate students to conduct research in the library.
- The Reading Room includes quiet research space with study carrels, library tables, and two pcs. Please speak to a Loan Desk staff member for additional information on using this facility.

Faculty and Graduate Reading Room (SL)

- The Faculty and Graduate Reading Room is located on the Fourth Floor, SL 411 BAR.
- The Reading Room may be entered on either the fourth or fifth floors.
- UCI faculty and graduate students may use the reading room by checking out a cardkey from the Directions Desk.
- Cardkeys are non-renewable and should be returned on or before the assigned due date. Questions? Call (949) 824-3681

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Library Retired Faculty Room

The University of Delaware provides access to a Retired Faculty Room on the Lower Level of the Morris Library for use by retirees of the University of Delaware.

- **USE OF ROOM:** The Library Retired Faculty Room 031 C on the lower level of the Morris Library has been made available for retirees of the University of Delaware to conduct library-related research and/or to provide professional space. The Library Retired Faculty Room can be used simultaneously by multiple retirees. It is wheelchair accessible. Beverages with lids or re-sealable beverages are permitted in the Library Retired Faculty Room. Food and smoking are not permitted. Library staff are not able to receive or deliver messages or mail to users of the Retired Faculty Room.
- **EQUIPMENT:** The room has been supplied with a computer with Internet access, Microsoft Office software, a printer, and a fax machine for self-service by retirees. Contact the Student Multimedia Design Center Desk with questions about the equipment in the room. If problems arise with the equipment, the concern should be reported to the Student Multimedia Design Center Desk, the Circulation Desk, or to Library Administration (Room 210).
- **ACCESS:** Library staff will ask to see University of Delaware photo identification cards before the key for the Library Retired Faculty Room is released, and the user will be requested to sign a usage in and out register.
- **KEYS:** Faculty may request a personal key for long-term use at the Library Administration Office (Room 210). Faculty may request a key for temporary use to be returned the same day from the Circulation Desk (First Floor) or at the Student Multimedia Design Center Desk (Lower Level). The key to the Library Retired Faculty Room should not be duplicated. A lost key should be reported to the location from which it was distributed as appropriate i.e. Student Multimedia Design Center Desk or Circulation Desk for temporary keys, and Library Administration for long term keys.
- **SECURITY:** Please keep the Retired Faculty Room locked when not in use. University insurance does not cover the contents of the Library Retired Faculty Room whether it is locked or unlocked. Please do not leave personal possessions or Library materials in the room. Contact the library service desk from which you picked up your key with any security-related question or problem.

When the use of the Library Retired Faculty Room is no longer needed, the key should be returned to the Library service desk from which it was distributed.

This page is maintained by [Julia Hamm](#), Office of the Director.

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UNIVERSITY OF DELAWARE LIBRARY

Graduate Student Carrels

The University of Delaware offers dedicated library research space for a limited time in the Morris Library to University of Delaware matriculated graduate students who have a valid University of Delaware I.D. There are 110 graduate carrels located on the lower level, second and third floors of the Morris Library. The carrels are:

- Assigned for one academic year, with the possibility of renewal by students who comply with the policies and procedures for use of the carrel.
- Assigned on a "first come, first served" basis.
- Assigned to two UD graduate students simultaneously, with each graduate student occupant assigned to his/her own unique locking shelf to store personal materials.
- Equipped with task lighting and data connectivity ready for use with the individual's laptop using a roaming IP address.

University of Delaware graduate students interested in obtaining a carrel may obtain the Application for Graduate Student Carrels from the Library Administration office, room 210 (second floor), or the Circulation Desk in the Morris Library. A copy of "*Library Graduate Student Carrels Policies and Procedures*" is given to each applicant and includes an application.

The completed application should be submitted to the Library Administration office, room 210 during standard office hours. Completed applications require the signature of the chairperson of his/her department or faculty advisor, endorsing their active graduate student status and the need for a carrel for library related research. Please call 831-2231 for additional information.

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[Questions, Comments, or Problems?](#)

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Graduate Study Carrel Policies

Library West has 84 graduate study carrels that contain a desk, chair, shelving, and wireless internet access. Assignments are made by the Library West Circulation Coordinator. Priority is given to currently enrolled graduate students with Social Sciences and Humanities majors completing their doctoral dissertations and masters theses. Graduate students with physical access disabilities will be given special consideration. A waiting list is maintained so that carrels that are relinquished during the year may be reassigned. The assignment period ends on the last day of the Summer C semester. Renewal of graduate study carrels is not automatic and reassignment is not guaranteed. Graduate students must re-apply before each Fall semester.

Procedure:

- ❖ Graduate students submit a [Graduate Study Carrel Application Form](#) online prior to the first week of Fall classes. This form is only for the carrels in Library West. Please inquire at the Circulation Desk of other libraries for their carrel procedures.
- ❖ The Library West Circulation Coordinator maintains the database of applicants and makes assignments after drop/add in the Fall.
- ❖ Graduate students are notified via email when assignments have been made. The key must be picked up in person at the Library West Circulation Desk and signed out by the assignee. An assignee with a disability may send instructions to release the key to a registered proxy.
- ❖ All personal books, papers, and other belongings must be removed and the key returned to the Library West Circulation Desk no later than the last day of the Summer C semester.

Guidelines For Use

- ❖ Graduate study carrels are available for use during all hours Library West is open.
- ❖ Assignees should not leave valuables or personal belongings that may be stolen or damaged; the security of the study carrel cannot be guaranteed.
- ❖ Drinks in covered containers are acceptable. Assignee is responsible for keeping trash empty; housekeeping staff do not enter carrels to remove trash or to clean surfaces of carpet.
- ❖ Study carrels are not soundproof. Please be considerate of other library users.
- ❖ Library furniture from other locations may not be moved into study carrels.
- ❖ Library materials kept in carrels must be checked out to the graduate student. Library staff regularly monitor study carrels and will remove any library materials not properly checked out. Library materials located in study carrels are subject to overdue notices, recalls, and other library policies.
- ❖ Appliances that pose fire hazards – heaters, coffee pots, etc. – are strictly prohibited.
- ❖ For security, keys may not be duplicated. There is a \$35.00 replacement charge for lost keys.
- ❖ Lights should be turned off and doors securely locked when leaving the study room.
- ❖ Library privileges will be blocked if the key is not returned by the last day of the Summer C semester. There is a non-refundable \$35.00 replacement charge if the key is not returned after notification of expiration.
- ❖ Names of assignees are confidential and will not be released without a court order.
- ❖ Repeat violations of guidelines may result in revocation of the study carrel.

Faculty Study Room Policies

Library West has 36 individually assigned faculty study rooms that are furnished with a desk, chair, and book shelf and that provide wireless internet access. The assignment period is for one academic year, beginning at the end of the first week of classes during fall semester and ending on the last day of the Summer C semester. Any current University of Florida faculty member who is in social science or humanities fields and who is at the rank of Assistant Professor or above may apply for a study. Priority will be given first to those on sabbatical who are using the resources of Library West and second to those at the rank of Assistant Professor. The Library West Circulation Coordinator makes study assignments, using a lottery if there are more applicants than studies in the priority categories. A waiting list will be maintained so that studies relinquished early may be reassigned.

Procedure:

- ❖ Faculty submit a [Faculty Study Room Application Form](#) online anytime prior to the first week of Fall classes.
- ❖ The Library West Circulation Coordinator maintains the database of applicants and makes assignments after drop/add in the Fall.
- ❖ Access Services notifies all faculty applicants via email when assignments have been made.
- ❖ Faculty with studies must pick up their key in person at the Library West Circulation Desk. An assignee with a disability may send instructions to release the key to a registered proxy.
- ❖ Faculty must remove all personal books, papers, and other belongings and return the key to the Library West Circulation Desk no later than the last day of Summer C semester.

Guidelines For Use

- ❖ Faculty study rooms are available for use during all hours Library West is open.
- ❖ For security, study room keys may not be duplicated. There is a \$35.00 replacement charge for lost keys.
- ❖ Names of assignees are confidential and will not be released without a court order.
- ❖ Library furniture from other locations may not be moved into study rooms.
- ❖ Library materials kept in study rooms must be checked out to the faculty member. Library staff regularly monitor study rooms and will remove any library materials not properly checked out. Library materials located in study rooms are treated the same as materials taken to the faculty member's home or office; that is, they are subject to overdue notices, recalls, and other library policies.
- ❖ Drinks in covered containers are acceptable. Assignee is responsible for keeping trash empty; housekeeping staff do not enter carrels to remove trash or to clean surfaces of carpet.
- ❖ Appliances that pose fire hazards – heaters, coffee pots, etc. – are strictly prohibited.
- ❖ Study rooms are not soundproof. Please be considerate of other library users.
- ❖ Lights should be turned off and doors securely locked when leaving the study room.
- ❖ Assignees should not leave valuables or personal belongings that may be stolen or damaged; the security of the study room cannot be guaranteed.
- ❖ Library privileges will be blocked if the key is not returned by the last day of the Summer C semester. There is a non-refundable \$35.00 replacement charge if the key is not returned after notification of expiration.

[Library Services](#) > [Study Areas](#) > Lockmobiles

Lockmobiles

Lockmobiles are wheeled, lockable carts that offer convenient, safe storage for books, papers, and other research materials when you're not in the Library. They also make it easier to gather books and periodicals from the stacks, make photocopies, etc. Lockmobiles are available for use by GW graduate students (except Law and Medical School students).

Lockmobiles are intended for use by graduate students who are engaged in research projects that require heavy use of library materials. Lockmobiles are offered as an alternative to the use of a [closed study room](#).

To apply for or renew use of a lockmobile, print out the [Lockmobile Application Form](#). You will need to have the form signed by a faculty advisor or department chair. Return the completed form to Barbra Tschida at the Circulation Desk on 1st floor in Gelman Library. There is a \$10 deposit required for lockmobile use.

You will need to renew your lockmobile for each semester you intend to use it.

Lockmobiles are extremely popular and often all available units are reserved.

If you have questions, contact Barbra Tschida, Circulation and Reserves Group Leader, (202) 994-1336, btschida@gwu.edu.

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The Melvin Gelman Library
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LIBRARIES

INDIANA UNIVERSITY
Bloomington

The Research Commons: A Concept for the Wells Library East Tower

Within the long process of research, from discovery to dissemination, scholars rely on institutional support. Indiana University, committed to its dual mission of advancing research and teaching, now has an unparalleled opportunity to aid research in a way that positions the university at the forefront of its peers and as a leader in the nation.

Creation of the Research Commons in the Herman B Wells Library will offer support—in one central campus location—to faculty and graduate students at any point in the complex research process. By assembling groups and expertise now distributed throughout the Bloomington campus, the Research Commons will blend technology with traditional resources to serve as a center for a wide range of scholarly activities.

Perhaps most important, faculty and graduate students from all disciplines will know that whatever their research needs, they can start at the Research Commons. They will no longer have to determine where to go on campus or whom to ask even the most basic questions, from “How do I get started?” or “How do I digitize and archive this?” to “How do I copyright my work?”. By providing a space for collaboration and information-sharing, the Research Commons will help faculty and graduate students benefit from the tools and techniques already put in place by their colleagues in other disciplines. Moreover, the collective expertise of librarians and technologists will help them realize the true potential of the vast information resources of Indiana University.

The Research Commons will leverage three established strengths:

Expertise

Perhaps the greatest promise of the Research Commons will be its ability to draw together many layers of expertise in one location. Services provided by units now on campus—and other services yet to be introduced—will be combined in a singular destination. Researchers will benefit from a transparent delivery of services, whether they are looking for guidance in reference and research services, metadata creation, grants and sponsored research, statistical analysis, or one of many other areas essential to their work. Librarians, technologists, consultants, designers, and developers from many campus units will all contribute to this effort. Success will depend on the leadership of the IUB Libraries, UITS and OVPR, and build on their longstanding partnership.

Expertise will also be shared among researchers. The final report of the IU Cyberinfrastructure Research Taskforce points to the value of bringing together researchers who may be unaware of the tools and techniques used by scholars in other disciplines. “Chemists and physicists struggle with the complexity of national cyberinfrastructure efforts, such as the TeraGrid,” the report states, “while other scholars wrestle with the complexities of evolving desktop tools.” As a place for community-building, the Research Commons will address the need for scholars to interrelate, both within and across the conventional boundaries of their disciplines.

The Research Commons will increase efficiencies not only for researchers who may value a central point for sharing information, but also for the disparate units of a complex university, where one unit often recreates or duplicates what is offered by another.

Infrastructure

Just as scientists need laboratories, researchers in every discipline need environments designed and equipped to meet their scholarly needs. The Herman B Wells Library offers essential space in a prime campus location. The entire East Tower of the Wells Library, with floor space greater than 11 football fields, will be dedicated to the Research Commons.

Technology will be an essential and conspicuous component of the Research Commons, with equipment necessary to support a wide range of scholarly activity. The Research Commons will provide a scholars laboratory that will serve as a resource for digital media production and archiving. Other dedicated space will accommodate high-performance computing, statistical and mathematical services and software, database support, and visualization. Collaborative technologies that allow people separated by hundreds or thousands of miles to interact as naturally as if they were together in a meeting room are now of genuine value to scholars in any discipline.

Key to the success of the Research Commons will be balancing the space for active collaboration and computing with quiet space essential for reading or contemplation. A redesigned reading room on the first floor, for example, will provide a well-lit inspirational environment for individual work. Centers for research expertise will be integrated on floors with their complementary collections. Shared space will encourage community-building within and across disciplines. Seminar rooms will offer space for faculty to form and develop ideas.

A suite of online services will accompany these physical spaces. By accessing information and services through an online portal, scholars will not have to be in the Wells Library to experience many of the benefits of the Research Commons.

Information Resources

A research library—the traditional locus for scholars to interact among the collections they value—can offer similar opportunities in a digital age. The rich collections of the IUB Libraries will be a central feature of the Research Commons. Priority will be given to services and spaces in direct support of print and digital collections. The Wells Library is home to the books, journals, microfiche, films, and other materials that researchers, particularly in the humanities and social sciences, rely upon for their scholarly needs.

In many disciplines, electronic collections and data sets are essential. Government statistics, now available online, can be sorted and manipulated in ways not possible just a few years ago. Software, including IU-licensed software, will be broadly available. Partnering units will offer their own specialized databases, programs, and information resources.

* * *

By investing in this concept for the Research Commons in the Wells Library, Indiana University now has the opportunity to address key needs voiced by its research faculty, leverage established strengths, and increase organizational efficiencies. Creation of the Research Commons will advance the university's core mission and signal a major commitment to researchers in all disciplines.


11/14/08

The Research Commons:
Planning Library Space and Services for Faculty
and Graduate Students

Patricia A. Steele
Dean of University Libraries

◆◆
Carolyn Walters
Executive Associate Dean of Libraries

December 11, 2007




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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Principles for the Use of Library Space

- Supports the mission
- Provides services and collections for library users
- Gives priority to library/research related services and operations
- Libraries may decline to reallocate space or partner when a higher priority is evident
- A MOU will be written and executed when Libraries agree to partner or provide space for campus use
- Guidelines employed for use of the library lobby or other library space to support campus and university activities




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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

MOU Process

- Define Partnership
- Set Parameters
- Allow for Win-win
- Review Annually



"A well-crafted MOU that allows for flexibility in ongoing decision making by service stakeholders permits partnerships to evolve and mature and creates the avenue for continued success and innovation."
(Walters and Van Gordon, "Get it in writing: MOUs and library/IT partnerships," *Reference Services Review*)


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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Research Commons

- Mission

The Research Commons will blend technology and traditional resources to serve as a center for a range of scholarly activities from collaborative digital projects to individual scholarship. Library and technical experts will provide the services and technical infrastructure to support faculty and graduate student research and community building.

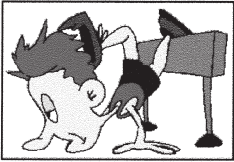
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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

First Iteration

- Task force appointed in 2004
- Hurdles
 - Potential partners included in planning process which resulted in a disconnect of expectations regarding vision and space
 - Suite of services confined to first floor of East Tower
 - Funding




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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Second Iteration

- Task force appointed in 2007
- Clearing Hurdles
 - Potential partners excluded from planning process—Libraries able to articulate a clear vision
 - Suite of services to exist throughout the entire East Tower—including collections
 - Proposal and vision submitted to key partners—University Information Technology Services, Office of the VP for Research, University Graduate School



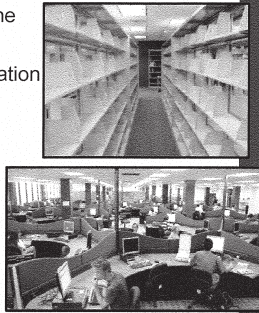
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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Why the Research Commons?

- Rethink how libraries will be viewed in the future
- Offer support at one central campus location
- Provide space for collaboration and information-sharing
- Introduce existing tools and techniques
- Share expertise of librarians and technologists to introduce the vast information resources available
- Complement Information Commons which support undergraduates





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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Established Strengths

- The Research Commons leverages three established strengths:



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THE RESEARCH COMMONS: A CONCEPT FOR THE HERMAN B WELLS LIBRARY EAST TOWER

Service Components

Guiding Principles

- Focus on research needs of graduate students and faculty
- Balance quiet, well lit space with computing and collaborative space
- Develop layout that models desired behaviors and activities
- Give priority to services in direct support of all collections (print and digital)
- Follow guidelines adopted in "Principles for Use of Library Space"

Mission

The Research Commons will blend technology and traditional resources to serve as a center for a range of scholarly activities from collaborative digital projects to individual scholarship. Library and technical experts will provide the services and technical infrastructure to support faculty and graduate student research and community building.

Partnership

A partnership between the IUB Libraries, UITS, Office of the Vice Provost for Research, University Graduate School, Indiana University Research and Technology Corporation

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THE RESEARCH COMMONS: A CONCEPT FOR THE WELLS LIBRARY EAST TOWER

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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

First Floor

- Focus: Introduction to RC services, specialized reference services, circulation, and computing support

Space	Services
<ul style="list-style-type: none"> • Entrance to the Research Commons • Scholars Reading Room • Reception area/referral point • Scholar workspaces • Consultation space • Small seminar room • Exhibit space • Dedicated space for introduction of new technologies • Research center incubator (E170) 	<ul style="list-style-type: none"> • Reference/Research consultation • Technology support (LIT/UITs) • Circulation • Reference collections • Computers/multimedia/peripherals • ScholarWorks/Copyright • Virtual reality and visualization support

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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Scholars Lab

- Focus: E-text, scanning, digital media and research computing support.

Space	Services
<ul style="list-style-type: none"> • Short-term project-based offices for faculty and/or librarians • Technology-equipped rooms • Seminar room • High-end computing lab 	<ul style="list-style-type: none"> • Specialized services consultation: <ul style="list-style-type: none"> -Digital library projects -Metadata -Digital media production, delivery, archiving -Storage and delivery of digital content • Staffed by Library, UITs • Distribution of and assistance with IU-licensed software • Access to collaborative technology • Consultation on demand or by appointment

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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

Floors 2, 4-11

- Focus: Collections and centers of expertise with the appropriate staff and services to support research.


Space	Services	Short-Term Actions
<ul style="list-style-type: none"> • Research level collections in humanities, social sciences, area studies, government information, archives • Faculty studies, graduate student carrels, user seating • Electricity/data for laptop use • Semi-secure reading room • Appropriate balance of solitary and collaborative space • State-of-the-art classrooms • Graduate Student Center • Writing Tutorial Services • Grad Grants Center • Others to be defined 	<ul style="list-style-type: none"> • Support for geospatial data use, storage, GIS • Quantitative and qualitative analysis software consultation • High-performance computing and personal research database support • Statistical and math services consultation • Specialized reference expertise and advanced searching assistance 	<ul style="list-style-type: none"> • Investigate new types of graduate student carrels, faculty studies, and user seating • Reclaim seminar rooms • Finish transfer of selected materials to ALF

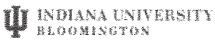
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The Research Commons: Planning Library Space and Services for Faculty and Graduate Students December 11, 2007

URLs

- Principles for Use of Library Space:
http://www.indiana.edu/~libadmin/Principles_for_Use_of_Library_Space.pdf
- RC Concept:
http://www.indiana.edu/~libadmin/RC_Concept.pdf
- RC Service Components:
http://www.indiana.edu/~libadmin/RC_Service_Components.pdf
- RC Floor Map:
http://www.indiana.edu/~libadmin/RC_Floor_Map.pdf
- RC Services by Floor:
http://www.indiana.edu/~libadmin/RC_Services_by_Floor.pdf

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BLOOMINGTON

University Information Technology Services

Teaching & Learning Technologies Centers

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- Workshops
- Instructional Technologies
- Faculty Projects
- Fair Use
- Grants

Workshop Registration

- Technology Integration Series (TIS) Workshops
- Oncourse CL Workshops

Hours and Locations

- Monday - Thursday: 9am - 5pm
Friday: 9am - 3pm
- Herman B Wells Library W305
- Ballantine Hall 307
- Phone: (812) 855-7829
- Fax: (812) 856-3346
- Contact Us

Home >

Assist, Explore, and Integrate into Teaching and Learning

TLTC's goal is to provide support for effective, quality teaching and learning through the appropriate use of instructional technology at Indiana University Bloomington.

Who do we support?

We support—at no cost—course instructors (faculty or associate instructors) who are using technology to enhance their teaching.

Our service areas include


- Consultations
- Outreach & workshops
- Technology application
- Media conversion
- Work spaces

Become part of the TLTC community

- Join our mailing list
- Request a workspace
- Request a consultation
- Sign up for a workshop
- Request a customized workshop
- Ask for help
- Make a suggestion

Most Popular

- Adobe Connect / Breeze
- Clickers
- Fair Use
- Oncourse CL
- Plagiarism Prevention - Turnitin
- Podcasting for Instruction

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OHIO UNIVERSITY: Why a Faculty Commons?

<http://www.library.ohiou.edu/fc/idea.html>

The screenshot shows the Ohio University Libraries website. At the top left is the Ohio University Libraries logo. To the right of the logo are navigation links: "ALICE | InfoTree | home". Below the logo is a search bar with the text "ASK A LIBRARIAN" and icons for "im | chat | phone | e-mail". A horizontal menu contains "Find", "Services", "Collections", and "Library Info". On the left side, there is a sidebar with a "Faculty Commons" section, a "The Big Idea" section (highlighted), and an "Affiliates" section. The main content area is titled "Why a Faculty Commons?" and contains three paragraphs of text. At the bottom of the page, there is a footer with contact information and a copyright notice.

OHIO UNIVERSITY Libraries

ALICE | InfoTree | home

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Find Services Collections Library Info

Faculty Commons -
provides support for teaching, scholarship and engagement

.....

The Floor Plan
Calendar of Events

The Big Idea

The Big Picture

Affiliates

Campus-Community Engagement
Center for Academic Technology
Center for Teaching & Learning
Center for Writing Excellence
Library Collection Development
Media Production

Why a Faculty Commons?

Provost Krendl's desire for better and more pervasive faculty support coincided with the necessity of finding new space for three units that support faculty teaching: the former Center for Innovations in Technology for Learning (CITL), now the Center for Academic Technology (CAT); the Center for Teaching Excellence, now the Center for Teaching and Learning (CTL); and the Center for Writing Excellence (CWE). Currently these offices are housed in a hard-to-find location in the basement of Scott Quad, which is slated for conversion into residence hall space. And thus, the idea for a "Faculty Commons" to be housed in Alden library was born.

Importantly, the University's strategic plan, Vision Ohio, emphasizes excellence in teaching undergraduate students, and the purpose of CAT, CTE, and CWE is to support and collaborate with faculty on best teaching practices, innovative classroom approaches, making the best of our students' learning, as well as supporting research and scholarship, primarily the scholarship of teaching and learning. It seemed logical that a new and more convenient location for these units would increase the visibility and use of these important resources. Likewise, Alden Library's IMTS, now known as Media Production, has a long history of supporting faculty teaching and scholarship needs by providing graphic art and multi-media creation services to faculty. In a move from the second to the third floor, Media Production will be a prominent member of the Faculty Commons as well.

The success of the Student Learning Commons gives us hope that bringing together faculty in a similarly conceived space where they can find support for their teaching and scholarship as well as a place to relax and share a cup of coffee, will meet some previously unmet needs of the faculty. Many academic libraries are reinventing themselves, and while continuing to provide traditional resources like books, journals, study space, and reference services, they are becoming centers for many types of academic services. And why not? Libraries are "neutral territory" and belong to everyone; they are open long hours; and they are focused on student and faculty success. The synergies between library services and other academic activities are obvious. We welcome the Faculty Commons, and you, to the third floor of Alden Library.

By Julia Zimmerman

Archives & Special Collections | International Collections | Health Sciences | Music & Dance


OHIO University Libraries
Athens, OH 45701-2978
Phone: (740) 593-2699

Last updated: May 22, 2008
This page is maintained by Kate Anderson.
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OHIO UNIVERSITY: What is the Faculty Commons?

<http://www.library.ohiou.edu/fc/picture.html>

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Faculty Commons -
provides support for teaching, scholarship and engagement

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[The Floor Plan](#)
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[The Big Picture](#)

Affiliates
[Campus-Community Engagement](#)
[Center for Academic Technology](#)
[Center for Teaching & Learning](#)
[Center for Writing Excellence](#)
[Library Collection Development](#)
[Media Production](#)

What is the Faculty Commons?



The Faculty Commons is projected to open in September, 2007. Approximately 9000 square feet on the third floor of Alden library has been designated for this innovative space. In addition to providing a home for the Center for Academic Technology (CAT), the Center for Teaching and Learning (CTL), and the Center for Writing Excellence (CWE), the Commons will house Media Production (formerly IMTS Graphics, photography and Multimedia), which provides a variety of graphic art and multi-media creation services to faculty. The chief collection development officer, who oversees liaison activities between librarians and faculty, will have an office in the Faculty Commons as well.

These offices, along with three well-equipped conference rooms for faculty use, will surround a large, open, lobby-like space that contains workstations, desks and tables, and soft seating. In focus groups, in addition to support for teaching and scholarship, faculty asked for a quiet place to read and study in Alden Library, and the Commons provides an ideal space for these activities. On the other hand, a coffee bar and coffee kiosk offer faculty much needed social space. The new conference rooms are ideal for meetings and for the seminars and workshops provided by the CAT, CTL, and CWE.

Display areas, both high-tech and traditional, will showcase faculty research and teaching projects. Finally, a state-of-the-art technology-equipped classroom—a renovation of the Friends of the Library Room on the 3rd floor—is also included in the project.

Funding, which comes from the Provost, the Libraries, CAT, CTE, and CWE, Media Production, and the University's renovation budget, underscores the collaborative nature of the project.


The Faculty Commons is another step in the Library Master Plan, which lays out plans for a total renovation of Alden Library. This highly innovative approach will provide high-quality work and study space for faculty, along with services essential to excellent instruction and scholarship, meeting the goals of the library, faculty development, and the university as a whole.

[Archives & Special Collections](#) | [International Collections](#) | [Health Sciences](#) | [Music & Dance](#)

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Find Services Collections Library Info

Faculty Commons – provides support for teaching, scholarship and engagement

The Floor Plan

Calendar of Events


The Big Idea

The Big Picture

Affiliates

- Campus-Community Engagement
- Center for Academic Technology
- Center for Teaching & Learning
- Center for Writing Excellence
- Library Collection Development
- Media Production

Faculty Commons : one stop service resources - 3rd Floor



Move your mouse around to explore the floorplan.

Elevators

3rd Floor

Staircase

The Friends of the Library Room

Archives & Special Collections | International Collections | Health Sciences | Music & Dance

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UNIVERSITY OF VIRGINIA LIBRARY

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SCHOLARS' LAB

Scholars' Lab Homepage

About the Lab

Events

Expert Help

Digital Resources

Grad Fellows

AND ELSEWHERE...

Can't find what you're looking for at the Scholars' Lab? Try these other labs and groups around Grounds:

[ITC Help Desk](#)
[Research Computing Lab](#)
[Digital Media Lab](#)
[Rare Materials Digital Services](#)
[UVA Library Digital Initiatives](#)

What is the Scholars' Lab?

The Scholars' Lab is a place where faculty and students in the humanities and social sciences can explore digital resources, get [expert help](#), and collaborate in innovative research projects. We also host exciting [events](#), such as workshops, talks, and roundtables, and we sponsor a [graduate student fellowship](#) in digital humanities.

Expertise:

The faculty and staff of the Scholars' Lab can assist you in

- project development and digital research;
- electronic text encoding and analysis;
- scanning of texts and images, including OCR;
- training and classroom instruction; and
- your research computing needs.

Environment:

- an open, inviting space with seating areas specially designed for collaborative and solo work
- 31 high-end PC workstations with widescreen, high-resolution monitors
- complete suite of peripheral equipment (including printers, CD/DVD burners, and flat-bed, sheet-feed, duplex, and large format model scanners)
- enhanced software and digital resources for statistical and spatial analysis, text and image manipulation and visualization
- all areas well-configured for personal laptop use (wired or wireless)
- small wired conference room with flat panel monitor, PC, DVD, VCR, audio, projection and a white board
- a fully-furnished 12-seat computer classroom with Smart™ technology

Software:

In addition to the software available on all ITC-maintained machines at UVA ([listed here](#)), the Scholars' Lab features specialized software in the following categories:

- GIS Utilities
- Graphics & Presentations
- Network Utilities
- Statistical Utilities
- Text Encoding, Scanning, and Word Processing

GIS Utilities

- ERDAS IMAGINE
- ArcView GIS
- Street Map
- Image Analyst
- 3D Analyst
- Spatial Analyst
- ArcGIS
 - ArcCatalog
 - ArcMap
 - ArcScene
 - ArcToolbox

Statistical Utilities

- Access XP
- Amos
- Excel XP
- Interooled Stata
- Lisrel/Prelis
- Maple
- Minitab
- R
- SAS
- S-Plus
- SPSS

- Spatial Analyst
- Geostatistical Analyst
- 3D Analyst

Graphics and Presentations

- Adobe Photoshop
- Adobe ImageReady
- Microsoft PowerPoint
- GeoExpress View (Mr. SID viewer)
- Dreamweaver

Network Utilities (E-Mail, HomeDir, etc.)

- Corporate Time for the Web
- Exceed
- Home Directory
- Internet Explorer
- Mulberry
- Mozilla
- Secure CRT
- Secure FX
- WinZip

- Stat Transfer
- Stata

Text Encoding, Scanning, and Word Processing

- ABBYY FineReader OCR
- Adobe Acrobat Professional
- Acrobat Distiller
- Microsoft Word
- NoteTab
- OmniPage Professional OCR
- oXygen XML Editor

University of Virginia Library

PO Box 400113, Charlottesville, VA 22904-4113

ph: (434) 924-3021, fax: (434) 924-1431, library@virginia.edu

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Research Computing Lab

Hours: Mon-Thurs 8am-12am, Fri 8am-9pm,
Sat 10am-6pm, Sun 10am-12am
Contact: (434) 243-8799 or [Send a Help Request](#)
[Staff](#) | [Map](#) | [Mailing Address](#)

News

RSS

HPC "Tiger Team Program"
now available through
UVACSE

UVa at Forefront of High
Performance Humanities

[more news...](#)

Events

RSS

NOV. 17 "Visualization"
with Kirsten Miles

NOV. 18 "Numerical
Methods Using R"
with Kathy Gerber

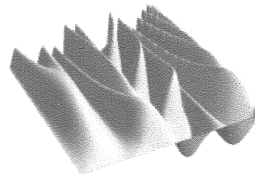
NOV. 18 "LabView Users
Group Meeting"

[more events...](#)

Inspiring innovation in science and engineering

The Research Computing Lab is a collaborative partnership between ITC's [Research Computing Support Group](#) and the [Brown Science and Engineering Library](#). The purpose of this partnership is to provide a convenient space for faculty and students to work on innovative projects with specialists and get support for instruction and research in the science and engineering disciplines.

We offer consultation services in a wide variety of technologies and methodologies for high performance and research computing. We provide support services in person, via phone, and through our web help ticket system. Our business hours cater to the researcher, professional, instructor, and student.



Consultation Services

Usability and User Requirements Services

Distributed Software

Lab Hardware

Lab Software

Digital Collections

Collaborative Projects

Book Collection

Related Websites

Specialists

- **Scientific Computing**
Kathy Gerber
- **G.I.S.**
Kelly Johnston
- **Metadata**
Sherry Lake
- **Usability Testing**
Erin Mayhood

UNIVERSITY OF VIRGINIA LIBRARY

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Type keywords in fine books, videos, audio, reference materials, and more

Search

Go to VIRGO for Search Options »

U.Va. Home | Libraries | Hours | Map | Depts./Contacts | Questions? Ask a Librarian | Check My Account | Renew Items

Digital Media Lab

Hours:
Mon.-Thu.: 10 a.m.-10 p.m. | Fri. 10 a.m.-6 p.m.
Sat.: Noon-6 p.m. | Sun.: Noon-10 p.m. | [more hours](#)

Contact:
(434) 924-7266 or digitalmedialab@virginia.edu
[Home](#)

About the DML

The Digital Media Lab, a collaborative effort between ITC and the U.Va. Library, actively fosters an environment for peer-driven teaching and learning.

Planning and Consultation

Focusing on areas involving the convergence of media and technology, we have a team of knowledgeable media professionals available for consultation and project planning. These areas include digital imaging, audiovisual production and post-production, physical interactivity, 2D/3D animation, mobile technologies, as well as visualization and delivery of media content.

Instruction and Tutorials

Each semester the lab sponsors a series of instructional short courses for a variety of software applications and technologies. We also consult with faculty and instructors on introducing media technology into curriculum.

Equipment Reservations

Students and Faculty may reserve equipment from the Digital Media Lab using the [online registration form](#), or by calling (434) 924-7268 to set up a consultation.

Places and Services

The Lab has three service points located on the third floor of Clemons Library. The main lab has 14 Macintosh workstations with professional equipment and sophisticated applications for the digitization, post-production and delivery of media related projects. The space is conducive for working solo and in pairs.

An extension of the main lab, the Groups-Lab (G-Lab) has open spaces and promotes a supportive environment for small groups working collaboratively. The 14 Macintosh workstations host entry-level and some professional applications for creating and producing image, sound, and video projects.

The Equipment Room reserves and circulates professional-consumer video cameras and related equipment to support the creative life-cycle for advanced production courses offered at the University of Virginia.

Helpful Links

- ASCIT (Arts and Sciences Center for Instructional Technology)
- Cavalier Computers
- DML Short Courses
- DML Equipment Reservations
- ITC Help Desk
- Research Computing Lab (BSEL Library)
- Scholars' Lab (Alderman Library)
- Student Activities Center
- The Filmmakers Society

University of Virginia Library
PO Box 400115, Charlottesville, VA 22904-4113

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Find... Services... Help...

Graduate Study Room

The Graduate Study Room (416 Newman) is a space reserved for graduate students to study and relax. Access is limited through the Hokie Passport, which must be swiped before the door will open. (If your Hokie Passport does not open the door, contact the Graduate School.)

Lockers are available for free checkout. Stop in the Dean's Suite on the 6th floor to reserve one.

[Return to floor maps of the Library](#)

Last updated: 7/14/08 by Robert Sebek

University Libraries
Virginia Tech
P.O. Box 90001
Blacksburg, VA 24062-9001
540-231-6170

[Direction to libraries](#)

<http://www.lib.vt.edu/help/direct/tour/floor4/gradroom.html>

Position Description

Oklahoma State University Library

ANNOUNCING

Victor Dominguez Baeza

Director, Library Graduate & Research Services

Contact:
306 Library
victor.baeza@okstate.edu
405-744-1241

Oklahoma State University Library

ANNOUNCING

Victor Dominguez Baeza
Director, Library Graduate & Research Services

Victor Dominguez Baeza is an associate professor and Director of Library Graduate and Research Services. In addition to teaching an undergraduate Library and Internet Information Competencies course at OSU, he provides leadership to the OSU Libraries in the areas of services, resources and training for faculty and graduate students. His 12 years of involvement in library instruction has given him diverse experience in designing, directing and delivering workshops, training sessions and seminars to the academic community. Victor holds a BS with honors in Communication from Eastern New Mexico University, a MBA from Texas Christian University and a MLS from the University of North Texas.

Victor Baeza
Primary Assignment 2006*

Graduate Student and New Faculty Support. Develop and coordinate library programs supporting graduate students and new faculty members in utilizing library resources. Serve as the Library's liaison with the Graduate College and the Graduate and Professional Student Government Association to share information and develop new library programs and services. Coordinate efforts to inform faculty and graduate students about developments in scholarly communications, copyright, and intellectual property law.

Reference Service. Provide 6-8 hours of reference service at the General Reference desk including giving directions, helping patrons locate materials, and instructing patrons in the use of indexes, electronic reference tools, and other reference and bibliographic tools.

Collection Development/ Faculty Liaison. Perform collection development and liaison activities in the areas of Finance and Management Science and Information Systems.


Library Instruction. Participate in the general bibliographic instruction and library orientation services as needed within the Library.

Administrative Duties. Serve as a member of the Library Advisory Committee.

And other duties as assigned

* Will remain in effect until modified

Marketing and Outreach



Faculty Library Connection

Services for new BYU faculty

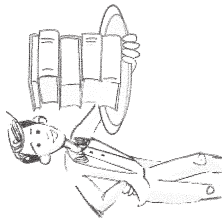

The Harold B. Lee Library is ready to serve your needs as an educator and as a research scholar. Please let us know what we can do for you.

Your subject librarian is:

Office: _____

Phone: _____

E-mail: _____



Faculty Delivery Service

The Interlibrary Loan Office provides a book delivery and retrieval service to faculty members. Faculty may also request items from other libraries through Interlibrary Loan. Books are delivered free of charge while articles and other copied materials can be delivered to you electronically as PDF files for \$1.25 (the same price for paper copies up to 10 pages; 10 cents per page thereafter).

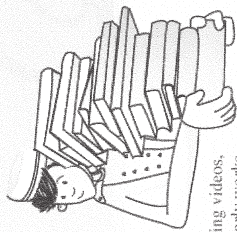
The charges are billed to your signature card account. The Library will pick up and return your checked-out items when you are finished with them. Books checked-out from our collection can be renewed online at <http://www.lib.byu.edu/account.html>. Contact Faculty Delivery Service at 422- 5282 or fdls@byu.edu

Library Tour

To help your students improve their research skills they need to learn how the library works. We offer audio tours in MP3 format, online tutorials, research aids, and virtual maps of the library, as well as in-library classes.

For lectures that would benefit from the use of rare materials, we now offer a seminar room inside the secure area of Special Collections where you and your class can meet with a curator and look at ancient, rare, and influential artifacts from the vaults.

Course Reserve



Course Reserve helps you provide your students access to the books, lectures, streaming videos, photographs, and scholarly works that support your courses. Students can find traditional print materials such as books at the circulation desk in the library and can access the digital content you provide from any computer with an Internet connection.

To post materials on Course Reserve you can use the faculty request form we provide online at lib.byu.edu/fac_guide.html/reserve. For information on adding print or video materials to Course Reserve call us at 422-3745 or contact your subject librarian.

Database Access

As a faculty member you have access to thousands of scholarly databases using your library log in. You can access these databases anywhere you have Internet access.

We encourage you to take full advantage of this service and to share it with your students. To learn more about databases in your area of expertise contact your subject librarian.

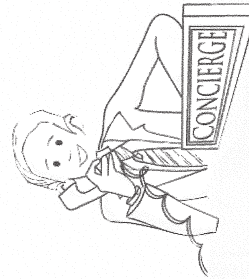
www.lib.byu.edu/rss/index.php

Institutional Repository

The library can host your scholarly publications and research materials in a secure and accessible environment using D-space, the academic community's scholarly material management system.

Our Institutional Repository can host your digital artifacts such as books, photographs, video, and research data sets. Studies show that professors who place their materials in the Institutional Repository are cited more frequently.

Contact your subject librarian or Jeff Belliston, the Scholarly Communication Librarian, at Jeffrey.Belliston@byu.edu or Rebekah Sykes at rebekah_sykes@byu.edu.

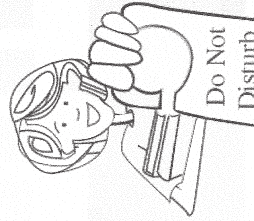


RSS Feeds, Blogs, & My Library

Learn about new books and materials in your subject area by subscribing to our RSS feeds at lib.byu.edu/rss/index.php

Subject librarians also blog about new services and materials in the library. Visit lib.byu.edu/education/ or lib.byu.edu/business/

You can create your own custom library research page featuring your most valuable sources. Visit <http://mylibrary.lib.byu.edu/>



Faculty Research Rooms

The Library has research rooms for faculty who need space and privacy for scholarly work. Apply for a research room at lib.byu.edu/fac_research.html

www.lib.byu.edu/education_or_lib.byu.edu/business/mylibrary.lib.byu.edu/

UCI Libraries Update

A Newsletter for Faculty

Volume 26, Number 2, Winter 2008

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Library Endowed Funds Established

The Libraries have received two major gifts in the name of donors who are familiar to many at UCI: Ralph W. Gerard, one of UCI's founding Deans, and Sylvia Holden Robb, a dedicated supporter of UCI research and the Libraries for over 20 years.



The Ralph W. Gerard Reading Room was named last May in recognition of a gift from the Ralph W. & Leona B. Gerard Family Trust. Dr. Gerard, who died in 1974, was a revered neurophysiologist and behavioral scientist, known for his wide-ranging work on the nervous system,

psycho-pharmacology, and the biological bases of schizophrenia. At the pinnacle of his career, he served as Founding Dean of the Graduate Division from 1963 to 1970 and Professor of Biological Sciences. The Ralph W. Gerard Library Endowed Fund will provide support to maintain and enhance the excellence of the Libraries' collections, services, and facilities.

A second gift was received from the estate of the late Sylvia Holden Robb. Mrs. Robb, who died in 2006 at the age of 97, was a dedicated and generous supporter of the Libraries for over 20 years. Her many gifts to the Libraries include the naming of the Roger C. Holden Graduate and Faculty Reading Room in Langson Library and the establishment of the Sylvia Holden Robb Library Collections Fund. This latest gift establishes the Sylvia Holden Robb Library Endowed Fund, which provides general support to the Libraries.

These two important gifts create a permanent legacy of the impact these thoughtful donors have had on research and instruction at UCI. Dr. Gerard and Mrs. Robb were dedicated to supporting scholarship and learning, and they understood the vital role the Libraries play in the impressive research and teaching taking place at UCI. Their gifts help ensure the continuing excellence of the Libraries.



Dr. Gerard and Mrs. Robb were dedicated to supporting scholarship and learning, and they understood the vital role the Libraries play in the impressive research and education taking place at UCI.

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UCI Libraries Update

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[Top of page](#) | [Library Newsletters](#) | [UCI Libraries website](#)

COLUMBIA UNIVERSITY LIBRARIES

@ YOUR SERVICE

FACULTY GUIDE TO THE
COLUMBIA UNIVERSITY LIBRARIES

“Columbia’s Libraries are second to none. The online search capability, the responsiveness of staff, and the professionalism of all involved create an atmosphere where scholarship can thrive and students can learn. I am proud to be affiliated with an institution that recognizes the return on investment from an outstanding library system.”

—Steven Schinke, Professor
Columbia University School of Social Work



HOW THE LIBRARIES WORK FOR YOU

Librarian Subject Specialists

Contact a librarian specializing in your field to recommend items for purchase, to receive in-depth assistance with research, or to request an instruction session for your students.

www.columbia.edu/library/subject_specialists

Research Consultations

Sign up for a one-on-one personalized session with a librarian subject specialist in your field—whether it's for guidance on a new project or assurance that you haven't missed anything as you research.

Request It—Borrow Direct & Interlibrary Loan

Looking for a book that's not available on campus? If the book or other material you need is checked out or not owned by the library, you can request it through Borrow Direct or Interlibrary Loan (ILL).

www.columbia.edu/library/borrow_direct

www.columbia.edu/library/ill



E-Resources from Off Campus

Using your Columbia ID (UNI) and password, you can access nearly all of our 1,000 online databases from anywhere in the world. Because the library pays for access to these resources, be sure to connect through the Libraries' website or to use the special "resolver URL"—e.g. <http://www.columbia.edu/cgi-bin/cul/resolve?!web0051>—as found on the Databases webpage.

Find the database you need at www.columbia.edu/library/databases.

New E-Resources and Books Lists

Sign up to receive notice of new electronic additions to the collection at www.columbia.edu/library/new_eresources and check www.columbia.edu/library/new_books for a list of new books.

Suggest a Title for Purchase

Recommend a title for the Libraries online at www.columbia.edu/library/recommend, or speak directly to your subject specialist.



Specialty Services

Electronic Text Service (ETS)

315 Butler Library

Hardware and software for producing and editing electronic texts and images; tools for textual analysis and document and citation management; an in-house collection of digitized primary source materials; and assistance in identifying and using online full-text resources are all available at ETS. An expert staff is always on hand to assist you.

www.columbia.edu/library/ets

Electronic Data Service (EDS)

215 Lehman Library

EDS, run jointly by CUIT and the Libraries, offers a rich data library, consulting services, and analysis tools to support instruction and research involving numeric and geospatial data resources.

www.columbia.edu/acis/eds

Butler Media Center

208B Butler Library

The newly upgraded equipment in this facility supports the playback of a collection of more than 12,000 feature films, documentaries, ethnographic films, and performing arts titles in multiple visual formats, including VHS (NTSC, PAL, and SECAM), DVDs, and laser discs. Refer to the website for information on access, circulation policies, and faculty services.

www.columbia.edu/library/bmc

The Music & Arts Library

701 Dodge Hall

In addition to its extensive book and music score collection, the library offers piano keyboards, audio and video viewing stations, audio, MIDI, and music notation software, and a collection of over 20,000 recordings, available for faculty to check out.

www.columbia.edu/library/music

HOW THE LIBRARIES WORK FOR YOUR STUDENTS

Targeted Instruction for Courses

Librarian subject specialists are available to provide customized research instruction for specific courses, in the classroom or in the library. To get started, visit www.columbia.edu/library/ask, or contact your subject specialist.

Course Reserves

Make the required reading for your classes easily available to your students. Include books, articles, audio or video materials, or e-resources. For more information on Course Reserves policies and contact information for each library, please visit www.columbia.edu/library/reserves.

CourseWorks: Research Guides

Your CourseWorks page can point your students not only to reserve readings, but also to other relevant library resources and services. If you're interested in learning more, e-mail researchguides@libraries.cul.columbia.edu.

Research Consultations

As your students begin projects or assist you, they can sign up for a one-on-one personalized research session with a librarian who specializes in your field. www.columbia.edu/library/ask



ADDITIONAL SERVICES

Downloading Tools and Plug-ins for Your Laptop

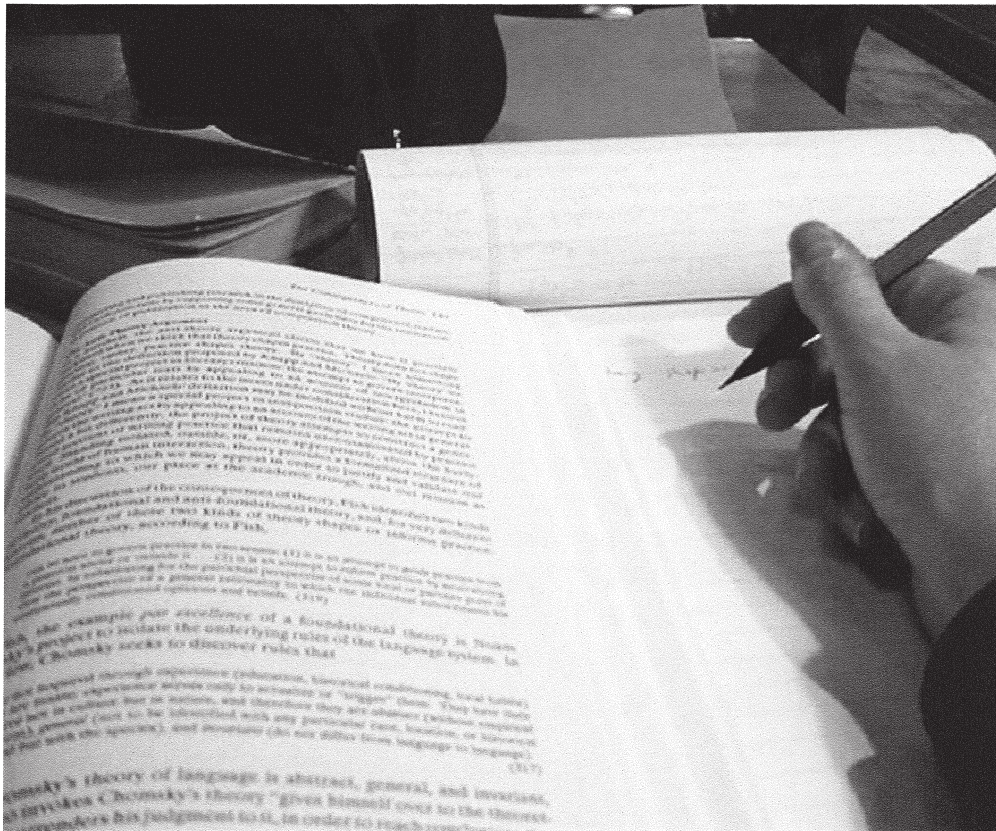
Streamline your research—download search or citation management tools (e.g., EndNote) and more. www.columbia.edu/library/download

Spouse ID Privileges

Your spouse or domestic partner can have borrowing privileges at all Morning-side Campus libraries free of charge. Register together, with your Columbia ID and documentation of partnership or marriage, at the Library Information Office, 201 Butler. More information is available at www.columbia.edu/library/lio.

Deputy Borrowers

Faculty members can authorize up to three students, or other noncasual employees, to borrow materials directly from the libraries on their behalf. More information is available at www.columbia.edu/library/lio.



The Columbia University Libraries offer a wide variety of support for research and teaching—in the library, the classroom, and online. As always, we welcome faculty members to visit the Libraries to learn more about what's available to them. Discover our services, our staff, and more at www.columbia.edu/library.

“Through instruction with librarians, my students are equipped to mine the literature and build a collaborative database that contributes value to my entire research group. Researchers from all disciplines should tap into the expertise and knowledge of the library staff and take advantage of the tremendous potential offered by the Libraries’ electronic resources.”

—Nicholas Turro, William P. Schweitzer Professor of Chemistry

“The Columbia Libraries attract scholars and students from every part of the globe while serving as essential foundation for the local needs of one of America’s leading educational and research institutions. To be a scholar with daily access to the Columbia Libraries is to have at one’s fingertips a rare wealth of resources for research, teaching, and learning.”

—Robert Hymes, Chair of the Department of East Asian Languages and Cultures and H. Walpole Carpentier Professor of Chinese History

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Permit No. 3593

www.columbia.edu/library

the savvy researcher

Improving Your Library Research Skills

Are you struggling with your research? Having trouble figuring out how to locate books? Peer reviewed articles? We'll go over how to locate items in the library system, including how to find online resources through library databases and when to use interlibrary loan. Bring your research paper with you -- time will be set aside to answer individual questions.

Drowning in Data? RefWorks can Help

Learn how to use RefWorks, a citation management software program subscribed to by the University of Illinois Library and CITES that is free to faculty, staff, and students of the University of Illinois. This workshop will cover the basics: how to access RefWorks, search catalogs, import references from library databases, retrieve and manage citations, create bibliographies according to various citation styles (e.g., MLA or APA), and use Write N Cite to add parenthetical references to your work. For more information about RefWorks see: <https://www.library.uiuc.edu/refworks/>

Tools to Stay Current in Your Research

Save valuable research time! Online research resources are pervasive today, making it much harder to stay current in your field. This workshop will introduce several current awareness features including how to set up an RSS feed reader account, creating search alerts from library databases as well as Table of Contents alerts in your discipline.

How To Be A Better RA/TA

Gear up towards Research and Teaching Assistants, this library workshop will introduce several time-saving tips. Topics include the basics of working for others (e.g., proxy authorizations and departmental charge accounts), current awareness services, Papersnited, how to locate dissertations, and how to use RefWorks, a personal citation database.

Citation Chasing: The Grad Student's Guide to the Lit Review

Are you sure you found everything for your lit review? This workshop will cover how to find the tough stuff e.g. conference proceedings, dissertations and statistics. Bring your problem citations, we'll sleuth them out!

Where's the Money? Finding and Securing Grant Funding

Are you trying to find grant funding for a fellowship or scholarship? A research project? We can help you find private and federal funding by searching and setting up alerts in the Illinois Researcher Information Service, IRIS. We'll also cover the top ten tips of how NOT to get your funding approved.

InfoHacks

Is your academic pile of information overwhelming? Are you looking for new ways to get organized? Learn from the best! Librarians will give you the low-down on how they organize their own research materials using several different strategies including the GTD method (Getting Things Done), citation management, current awareness tools, social bookmarking and quick tips.

Past Writer's Block

Working on a thesis, dissertation, or other lengthy research project? You're not alone! This workshop provides support and helpful tips for doing your research and staying organized as you complete your project.

A Library Introduction to GIS

Curious about how Geographic Information Science (GIS) can enhance your research? Learn about GIS data types like tabular, vector, raster, and geodatabases; and GIS tools such as buffering, overlays, spatial analysis, geocoding, and modeling. GIS is one of the fastest growing research methodologies employed in the sciences, social sciences, and humanities.

Your Research Rights: Ownership Awareness to Maximize the Impact

You're ready to submit your paper for publication. Don't just give over copyright ownership to the publishers. Come to this session and learn how to modify publishers' copyright agreements to suit your future needs. Learn how to make your article free for the whole world to read by putting a copy of it in the university archive, IDEALS. Learn about open access journals - should you publish in one?

Practical Copyright: Considerations for Teaching and Research

You're writing a thesis or preparing to teach your course, but you have a lot of concerns about being ethical and abiding by copyright law. Come to this session and learn the basics of copyright law and some guidelines for how you can stay within the law using the four principles of Fair Use.

4 out of 5 Professors Agree: Citing Polls in Your Papers Will Earn You a Better Grade

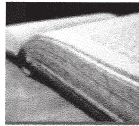
Would you like to enhance your research papers with data from public opinion polls? Learn to use the fabulous Roper IPOP database which contains nearly half a million public opinion survey questions dating (1935 to 2008). Examples using election year topics. No knowledge of statistics or statistical programming is required. The University Library & ATLAS.

Rock the Data, Rock the Vote: Finding and Using National Election Survey Data
The American National Election Studies (ANES) are a series of national surveys of the American electorate taken in every election year since 1948. Create your own tables from the 1948-2004 ANES cumulative file using an online web-based tool. No knowledge of statistics or statistical programming is required. The University Library & ATLAS.

Health, Economic, Social & Political Data for Secondary Analysis

The Inter-university Consortium for Political and Social Research (ICPSR) is the world's largest archive of digital social science data. Learn to search ICPSR's catalog of holdings, download data, and read it into a statistics program (SPSS) to make tables. Our examples will focus on topics suggested by the audience. Some prior experience with SPSS may be helpful, but is not necessary. The University Library & ATLAS.

For dates and times: <http://www.library.uiuc.edu/learn/instruction/workshops.html>



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UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

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Workshops at the Library

****NEW: ONLINE WORKSHOP ON REFWORKS****

The Savvy Researcher: Fall 2008 Schedule

ALL WORKSHOPS ARE FREE AND WILL BE HELD IN THE UNDERGRADUATE LIBRARY ROOM 291, UNLESS OTHERWISE NOTED.

Drowning in Data? RefWorks can Help

Learn how to use RefWorks, a citation management software program subscribed to by the University of Illinois Library that is free to faculty, staff, and students of the University of Illinois. This workshop will cover the basics: how to access RefWorks, search catalogs, import references from library databases, retrieve and manage citations, create bibliographies according to various citation styles (e.g., MLA or APA), and use Write N Cite to add parenthetical references to your work. For more information about RefWorks see: <http://www.library.uiuc.edu/refworks/>

Just a few spots left in our last session of the semester!

Registration required: Friday, November 14th 1-2pm

Where's the Money? Finding and Securing Grant Funding

Are you trying to find grant funding for a fellowship or scholarship? A research project? We can help you find private and federal funding by searching and setting up alerts in the the Illinois Researcher Information Service, IRIS. We'll also cover the top ten tips of how NOT to get your funding approved. **Please register by clicking on your date preference.**

Will be rescheduled before the end of the fall semester 2008.

ONLINE WORKSHOP:

Drowning in Data? RefWorks can Help

In this online workshop, learn how to use RefWorks, a citation management software program subscribed to by the University of Illinois Library that is free to faculty, staff, and students of the University of Illinois. This workshop will cover the basics: how to access RefWorks, search catalogs, import references from library databases, retrieve and manage citations, and create bibliographies according to various citation styles (e.g., MLA or APA). For more information about RefWorks see: <http://www.library.uiuc.edu/refworks/>

Date: November 20, 2008
Time: 6:00-7:00 p.m. CST
Location: Dimdim Meeting Room

Registration is required

This workshop will take place online using Dimdim, a web meeting program. You must RSVP to receive a URL and meeting invitation key, which you will receive via email to your illinois.edu account the day prior to the session. Minimum technology requirements to participate:

- Browser: Firefox, Safari or Internet Explorer
- Adobe flash player 9.0 (free download at <http://www.adobe.com/products/flashplayer/>)

Do you have an idea for a workshop? Contact us!
Missed a workshop? Print the handout!
>> Do you have a suggestion for a workshop?

The SRU (for undergraduates)

Citation Tools Workshop

Wednesday, December 3rd, 6:00-7:00pm

Location: Undergraduate Library 291

Audience: Undergraduate students

Registration Information

This workshop will introduce you to citation tools within research databases that you can use to quickly create citations. Citing your sources is a guaranteed way to avoid plagiarism! After this workshop you will be able to easily identify built-in citation tools. Can't attend? Check out our online support.

Requesting Course-Integrated Instruction

Instructional Services

We are here to help you teach! Request assistance in designing and testing library assignments, using library resources in the classroom, and creating class-related bibliographies. You can schedule instructional sessions that are designed specifically for your class, covering areas such as library research strategies, critical thinking skills, and information literacy.

- Contact your departmental library for details on what instructional services they provide or contact Lisa Janicke Hinchliffe, Coordinator for Information Literacy Services and Instruction.
- If you would like instruction for *graduate level ESL classes, the Savvy Researcher Series or other personalized sessions*, please contact Merinda Hensley.
- If you would like instruction for a course that fulfills the *Composition I requirement or Speech Communications 101 or ESL 100 level classes*, please request this instruction through the Undergraduate Library. Information and a request form is available on the Information for Instructors and Faculty page.
- Central Reference helps users of the University Libraries gain the necessary skills for locating and evaluating information through research guides, course-integrated instruction, and individual consultation at the Information Services Desk.



University Library
University of Illinois at Urbana-Champaign
1408 W. Gregory Dr. | Urbana, IL 61801
217-333-2290

For comments on this page contact: Learn@lib
Last modified by: Merinda Hensley on 11/13/08

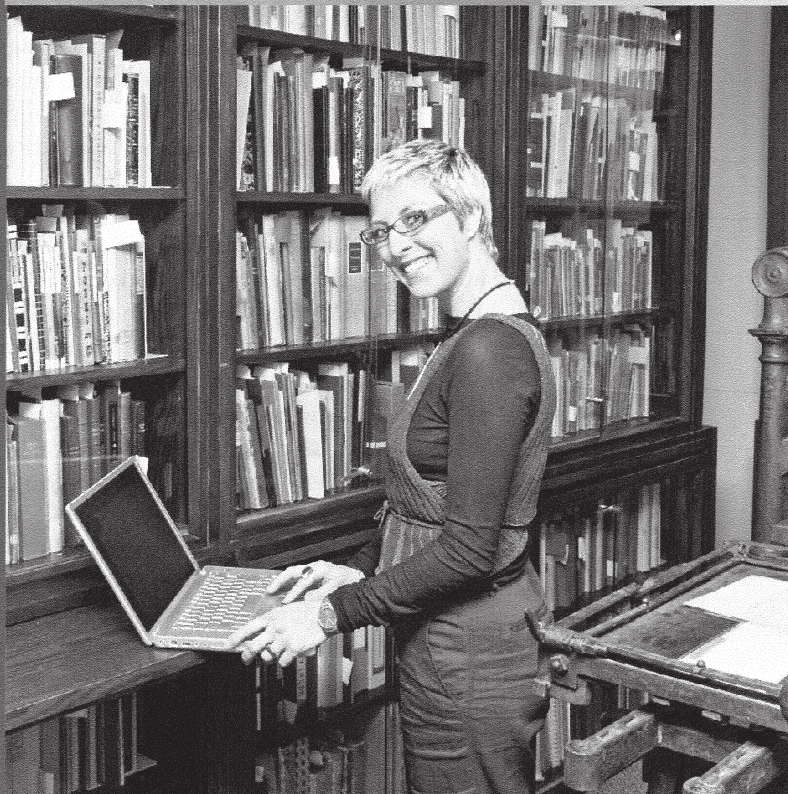
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3

Being Connected: *Services for Graduate Students*

LIBRARY USER GUIDE



www.library.mcgill.ca/library/

Welcome to the McGill Library

Welcome to McGill University, and welcome to the Library! The Library provides the comprehensive information infrastructure underpinning teaching, learning and research at McGill. Our motto- Information, Innovation, Service - demonstrates commitment to high quality, client-centred information products, services and programs.

The Library consists of 13 branches, primarily disciplinary in focus, located across the University's downtown and Macdonald campuses. Our holdings-- numbering over six million items and including 2.5 million print volumes, over a million e-books and almost 40 000 e-journals-- constitute one of the largest research collections in Canada and the largest in Quebec.

Targeted services connect graduates to the information they need and nurture effective information discovery and use. The Library's attractive facilities-- from pods for group learning to quiet, light-filled study areas, well-equipped e-classrooms and specialized facilities for graduates-- reflect diverse user needs and preferences and encourage positive academic outcomes. Our friendly, knowledgeable staff are always nearby to help with any inquiries.



I invite you to discover all the resources and services the Library offers McGill graduate students. Please let us know any ideas you might have about how we could serve you better.

Janine Schmidt
Trenholme Director of Libraries

Getting Started

Begin with the website

The Library's website www.mcgill.ca/library/ is central to understanding the services available and accessing the resources held. Visit the website and discover a wealth of information; from online databases, statistics, and electronic reference tools, to requesting interlibrary loans and training program details.

Try our subject guides to get started on your research topic

Compiled and maintained by subject-specialist liaison librarians, subject guides provide links to electronic article indexes and databases, lists of relevant print material, and useful websites. Topics covered range from aboriginal health to World War I. Visit www.mcgill.ca/library-assistance/subject for the full list of what is available.

Finding journal articles

There are hundreds of **article indexes and databases** that link directly to the online journals to which we subscribe. Some are general in their subject coverage --*Web of Knowledge, Scopus, Academic Search Premier* and *Expanded Academic ASAP* cover all disciplinary areas. Others focus on specific subjects ranging from art history to zoology. These databases help you identify relevant journal articles and other materials related to your topic. Many also provide access to conference proceedings, theses, and other resources. To access our indexes and databases go to <http://mclink.library.mcgill.ca:8331>. They are grouped by broad subject areas and specialized software allows you to search several databases simultaneously.

Finding books and specific journals

The library catalogue contains information on all materials -- print and online-- held by the Library. Searching by author, title, topic, or journal title you can find an item's call number and location as well as the number of copies available, whether material is out on loan and when it is due back. All e-resource records listed in the catalogue contain a web link, and if you use sources like *Google Scholar* you will find some direct links to our catalogue or resources held (<http://catalogue.mcgill.ca>).

Locating theses and dissertations

Locate existing dissertations in your field by using the following resources:

- To find a McGill thesis, search the library catalogue using the McGill Theses Sub-Catalogue, <http://catalogue.mcgill.ca>.
- *eScholarship@McGill* contains the full text of a growing number of McGill theses lodged in electronic versions (www.mcgill.ca/library-findinfo/escholarship/).
- (*Proquest Dissertations & Theses*) Full-text database (www.mcgill.ca/library-findinfo/ref/s-z/theses/) includes full-text of over 100,000 dissertations and theses from hundreds of institutions written from 1997 onwards as well as citations and abstracts for many more.
- Theses Canada Portal provides access to the National Library and Archives collection of Canadian theses and dissertations. Full text is available for those published from 1998-2002 (www.collectionscanada.ca/thesescanada).
- Index to Theses provides a listing of theses with abstracts (no full text) accepted for higher degrees by universities in Great Britain and Ireland since 1716 (www.collectionscanada.gc.ca/thesescanada/index-e.html)
- Online Reference Guide to Theses (www.library.mcgill.ca/library-findinfo/ref/s-z/theses) provides links to the above resources and many more.

Digging Deeper

Looking for statistics or needing help analyzing data?

The Electronic Data Resources Service (EDRS) located in Redpath Library Building beside the Loans Desk, provides access to major statistical software programs and has data specialists who can help you find and analyze data relevant to your research. For details, visit the EDRS web page www.mcgill.ca/edrs/.

Keeping up to date

Too busy to read all the journals on your topic? The solution is a mere click away! Many journal publishers now offer table of contents alerts in RSS format which can update you in your chosen sphere of interest. Most links are available from the individual journal home page, and some offer groups of journals as a single feed. Databases such as *Academic Search Premier*, *Applied Science and Technology*, *Art Retrospective*, *International Political Science Abstracts*, *MedLine*, *Scopus* and many others enable you to save searches and receive updated results in RSS or via email.

Sharing knowledge

The Library is committed to maximizing the research impact of the McGill community and supporting the principles of the scholarly open-access movement. Online submission of theses is made possible through eScholarship@McGill (www.mcgill.ca/library-findinfo/escholarship) which is a digital repository storing and showcasing the publications and theses of McGill University faculty and students. Submission guidelines, including how to convert your thesis to PDF/A format, can be found on the eScholarship@McGill page.

Presenting your findings

Use our online reference listings

www.mcgill.ca/library-findinfo/ref/c-d/conferences/ to find a conference which might be of interest.

There are also many journals in which you can publish. Open access journals make content available free. You can find a list of open-access journals in your field in the *Directory of Open Access Journals* at www.doaj.org/.

Otherwise try to publish in a journal that allows open access self-archiving. Search journal policies in the SHERPA/RoMEO database at www.sherpa.ac.uk/romeo.php.

Make sure you secure your rights as the author when publishing. Use the Creative Commons license

<http://creativecommons.org/license/> or the SPARC Canadian Author Addendum www.carl-abrc.ca/projects/author/author-e.html.

Do remember to lodge a copy of your paper through eScholarship@McGill at www.mcgill.ca/library-findinfo/escholarship.

Seeking Assistance

Need help?

Most subject areas have designated liaison librarians who can assist with your research. Visit www.mcgill.ca/library-assistance/askus/liaison to find the right person and to arrange for a consultation. Assistance is also available:

- in person or over the phone at any one of our branch libraries. For borrower information, fines, library notices and PINS, call the Loans Desk www.mcgill.ca/library-assistance/askus/loansdesks; for help finding information and assistance with databases or the library catalogue try www.mcgill.ca/library-assistance/askus/infodesks/.

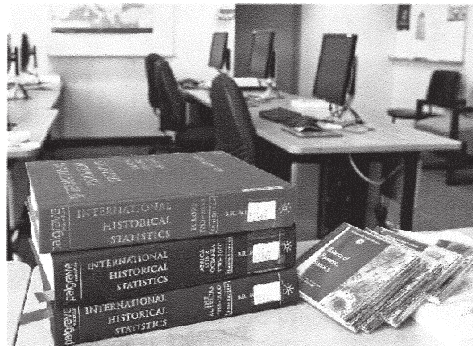
- via the website: www.mcgill.ca/library-using/branches/ for contacts, locations, and opening hours.
- by email at www.mcgill.ca/library-assistance/askus/email/.
- through online chat at www.mcgill.ca/library-assistance/askus/chat/.
- from a friendly avatar in Second Life
<http://slurl.com/secondlife/Cybrary%20City/214/122/24>.

More targeted help in a tour or a class

Want to take a guided tour of one of our branches? Learn how to use specific library resources? Improve your database searching skills? Come to one of our workshops! Further information and a list of upcoming sessions are available at www.mcgill.ca/library-assistance/classes/.

Assistance with teaching

If you have teaching commitments, your liaison librarian will prepare and present a library research session tailored for your class. We can help you find online teaching materials and assist you in creating links from your course reading lists into our online holdings



(www.mcgill.ca/library-support/teaching). These can easily be integrated into *myCourses* (WebCT Vista) so that your students can directly access electronic material owned at McGill.

Library Matters

Accessing your library account

Your library account contains information on your current loans, loan history and hold requests. To access, go to the library catalogue at <http://catalogue.mcgill.ca>, click on the SIGN IN box in the upper right hand corner, and sign in using your McGill ID card barcode and your PIN. Your default PIN is your birth date in the form yyyymmdd, which you may change any time. Once you are signed in you can check your account, renew current loans, and place hold requests for items on loan to other users.



Borrowing an item from McGill

Borrow books and other items by bringing them to the loans desk or by using one of the auto-loan machines located in each of our branches. As a graduate student, you may borrow regular loan items for 6 weeks at a time and you may renew

them twice; however, items may be recalled if needed for course reserve or if they are requested by another user. It is important for you to keep track of your library account by signing in regularly to the catalogue or by checking your McGill email address as this is how we will notify you of recalls and overdue items.

If you are on the downtown campus and need something from the Macdonald Campus Library (or vice-versa), you can fill out a request online at

www.mcgill.ca/library-using/mcgilloans/intercampus and we will deliver the item for you.

If McGill does not have what you are looking for.

We can buy books you might need for your research. You can send an email to your liaison librarian or make a suggestion online at www.mcgill.ca/library/assistance/askus/suggest/.

You may also obtain materials from CISTI Source, which is an electronic direct ordering service from CISTI (Canadian Institute for Scientific and Technical Information). Use this service first to request journal articles and conference papers not held by the Library. Each department has a user name and password for ordering documents which you can obtain from your Departmental Representative. Visit www.library.mcgill.ca/pseil/pseill/cisti/swetscan.htm.

Alternatively you can borrow books directly from other university libraries. You may obtain a reciprocal borrowing card issued under an agreement with CREPUQ (Conférence des Recteurs et des Principaux des Universités du Québec). This card allows you to borrow at participating Canadian university libraries, subject to restrictions determined by individual libraries (a list of participating libraries is available at www.cop-pul.ca/rb/rblibs.html). To obtain a CREPUQ card, bring your valid McGill ID to the Office of the Director of Libraries on the entry floor of McLennan Library Building.

You can use McGill's Interlibrary Loans Service to locate books that are not owned by any McGill library and articles and conference papers not available from CISTI Source. Response time varies from 2 days to 3 weeks depending on the requested material and the supplier. Make your requests using COLOMBO at www.mcgill.ca/library-using/otherloans/colombo. For graduate students using the Life Sciences Library, visit www.mcgill.ca/lsl/services/ill/.

You are also entitled to borrow materials on a long-term basis from CRL, the Center for Research Libraries. For more information on CRL collections, check www.crl.edu/. You can search for and request CRL materials through COLOMBO as already described.

Using Library resources away from campus

If you plan to do research while at home or on the road, get connected to the network with McGill's Dialup Access Service (DAS) or through the Virtual Private Network (VPN). If you do not have a commercial Internet service provider (ISP) you can connect via McGill's DAS service. To find out how, go to www.mcgill.ca/ics/tools/das. If you connect to the Internet with a commercial ISP (e.g. *Videotron, Bell Sympatico*) you can link up via McGill's VPN service. To set up the VPN on your computer go to www.mcgill.ca/ics/tools/vpn.

Acknowledging your sources: plagiarism and academic integrity

Remember that when you use someone else's words or ideas, you must acknowledge the original source. Keep track of information sources when researching in order to cite them properly. For guides on how to cite items appropriately, visit www.mcgill.ca/library-assistance/how-to/citing.

Citing your sources

Citation management software allows you to create and organize reference lists and bibliographies for your research. When searching library catalogues and databases you may export references directly into your personal database or save them as text files and import them. You may output your reference lists in almost any citation style. The Library has purchased a university-wide site license for *EndNote* and *Reference Manager*, and offers training in using both programs. Download these programs free of charge to your office, laptop or home computer. You will find more information, schedules for upcoming training sessions and downloading instructions at www.mcgill.ca/library-using/computers/endnote.

Protecting everyone's rights

The Library aims to protect the rights of the McGill community to use electronic resources for their educational, scholarly, teaching and research purposes, while at the same time protecting the right of copyright holders from unauthorized reproduction of their works. No copyrighted work may be copied, published, disseminated, displayed, performed or played without permission of the copyright holder except when it is within the limitations of fair dealing as provided by the law. For more details, please refer to www.mcgill.ca/library-assistance/copyright.

Too much of a good thing

Excessive downloading of articles jeopardizes the University's access to electronic resources. Students are permitted to download, save, print and store single copies of individual articles for educational and research purposes only. Students are not permitted to print out entire issues of online journals, multiple copies of a particular article or large sections from electronic books. For more information please consult www.mcgill.ca/library-using/policies/licensing.

Spaces For You

Each library has computers, printers, photocopiers, and facilities for plugging in laptops and connecting to the University's wireless network. Refurbished spaces in most branch libraries provide attractive spaces conducive to individual study and group learning.



Opening hours vary for each library. Most are open up to 90 hours per week with extended opening hours around examination time, including 24-hr opening for the Humanities and Social Sciences Library. More information about facilities can be found at the branch library webpages: www.mcgill.ca/library-using/branches/.

After-hours access

Graduate students may access the Nahum Gelber Law and Schulich Science and Engineering Libraries when the libraries are closed. Access is usually restricted to graduate students and staff in the departments served by the individual branch library. Contact your branch for more information.

Special facilities targeted for graduate student use

Several branch libraries have specialized facilities for graduate students. They comprise individual study desks, fitted with side partitions and a shelf or drawer in which books may be kept during the session. Graduates who are currently writing theses and do not have office space may book small rooms or desks in some libraries. Graduate facilities are available in the Humanities and Social Sciences Library, Education Library and Curriculum Resources Centre, Macdonald Campus Library, Nahum Gelber Law Library, Marvin Duchow Music Library and the Schulich Library of Science and Engineering.

Getting together in groups

The new Cyberthèque in the Humanities and Social Sciences Library provides glass-encased group study pods which may be booked at the Information Desk and booth-like banquettes



which can be utilized for group work. Several private study rooms are available in the Humanities and Social Sciences Library for the use of current graduate students. Each study room is shared by two students and sharing arrangements are the responsibility of the paired students. More information is available at www.library.mcgill.ca/hssl/facilities/study. Group study facilities are available for booking in most branch libraries.

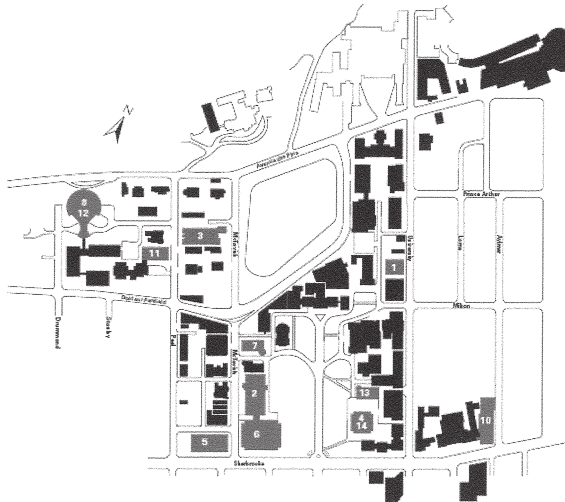
Users with disabilities

McGill Library and the Office for Students with Disabilities coordinate programs and services with the goal of providing a rewarding library experience to users with disabilities. The Office for Students with Disabilities runs a small computer lab staffed by an adaptive technologist in Room 5B on the entry floor of the Redpath Library Building. McGill Library also offers library instruction on demand for students with hearing, learning, and visual disabilities. For more information visit www.mcgill.ca/library-support/disabilities/

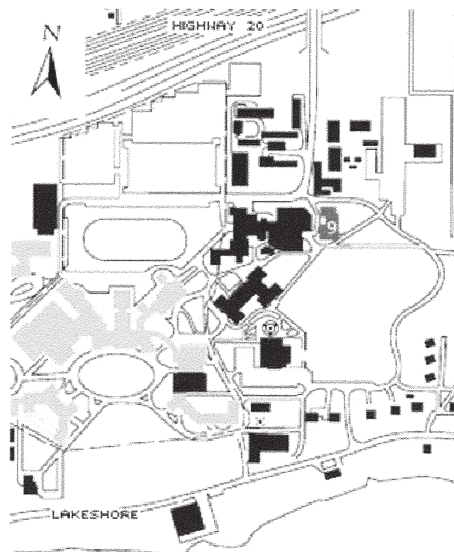
Maps

1. Birks Reading Room
2. Blackader-Lauterman Library of Architecture and Art
3. Education Library and Curriculum Resources Centre
4. Edward Rosenthal Mathematics and Statistics Library
5. Howard Ross Library of Management
6. Humanities and Social Sciences Library
6. Rare Books & Special Collections
7. Islamic Studies Library
8. Life Sciences Library
9. Macdonald Campus Library
10. Marvin Duchow Music Library
11. Nahum Gelber Law Library
12. Osler Library of the History of Medicine
13. Schulich Library of Science and Engineering
14. Walter Hitschfeld Geographic Information Centre

Downtown campus



Macdonald campus



Contact Us

Branch libraries

Birks Reading Room
William and Henry Birks Bldg.
514-398-4127
www.mcgill.ca/birks/

**Blackader-Lauterman Library
of Architecture and Art**
McLennan-Redpath Library Bldg.
514-398-4743
www.mcgill.ca/blackader/

**Education Library and Curriculum
Resources Centre**
Education Bldg.
514-398-4686
www.mcgill.ca/education-library/

**Edward Rosenthal Mathematics
and Statistics Library**
Burnside Hall, 11th Floor
514-398-4676
www.mcgill.ca/rosenthal/

**Electronic Data Resource Service
(EDRS)**
McLennan-Redpath Library Bldg.
514-398-1429
www.mcgill.ca/edrs/

Howard Ross Management Library
Bronfman Bldg., 2nd Floor
514-398-4690
www.mcgill.ca/howardross/

**Humanities and Social Sciences
Library**
McLennan-Redpath Library Bldg.
514-398-4734
www.mcgill.ca/hssl/

Islamic Studies Library
Morrice Hall
514-398-4685
www.mcgill.ca/islamic-library/

Life Sciences Library
McIntyre Medical Sciences Bldg.,
3rd Floor
514-398-4475
www.mcgill.ca/lsl/

Macdonald Campus Library
Barton Bldg., Macdonald Campus
Ste. Anne de Bellevue
514-398-7881
www.mcgill.ca/macdonald-library/

Marvin Duchow Music Library
New Music Bldg., 3rd Floor
514-398-4695
www.mcgill.ca/music-library/

Nahum Gelber Law Library
514-398-4715
www.mcgill.ca/law-library/

Osler Library (History of Medicine)
McIntyre Medical Sciences Bldg.,
3rd Floor
514-398-4475 x09873
www.mcgill.ca/osler-library/

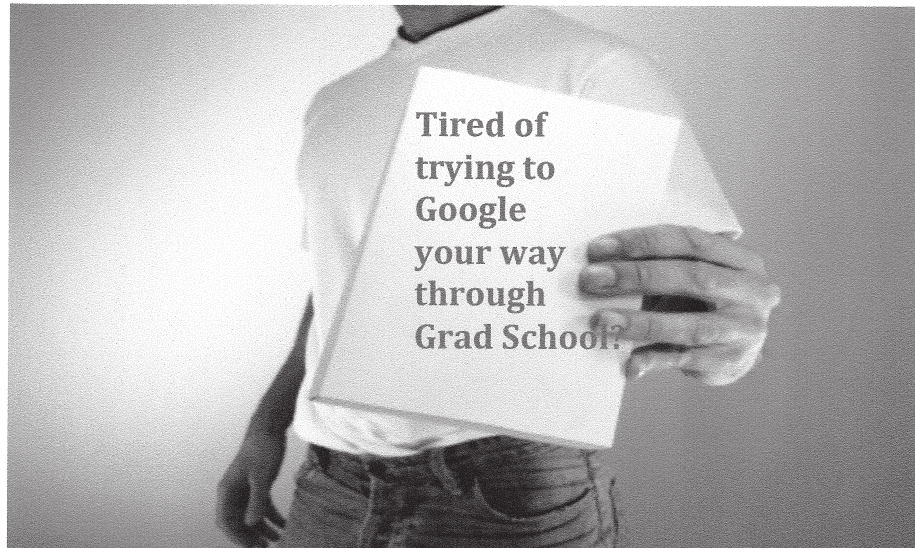
Rare Books & Special Collections
McLennan-Redpath Library Bldg,
4th Floor.
514-398-4711
www.mcgill.ca/rarebooks/

**Schulich Library of Science
and Engineering**
Macdonald-Stewart Library Bldg.
514-398-4769
www.mcgill.ca/schulich/

**Walter Hitschfeld Geographic
Information Centre**
Burnside Hall, 5th Floor
514-398-8095
www.mcgill.ca/gic/

Office of the Director of Libraries

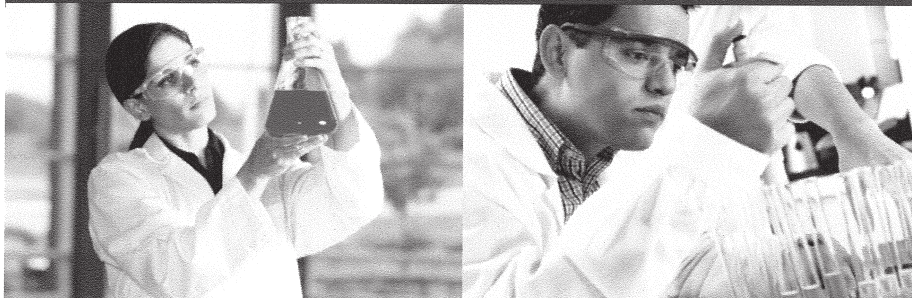
McLennan-Redpath Library Bldg.
3459 McTavish
Montreal, QC H3A 1Y1
Tel: 514-398-4677
Fax: 514-398-7356
Email: doadmin.library@mcgill.ca
Web: www.mcgill.ca/library/



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<http://library.unc.edu>

*Teaching for
the first time?*

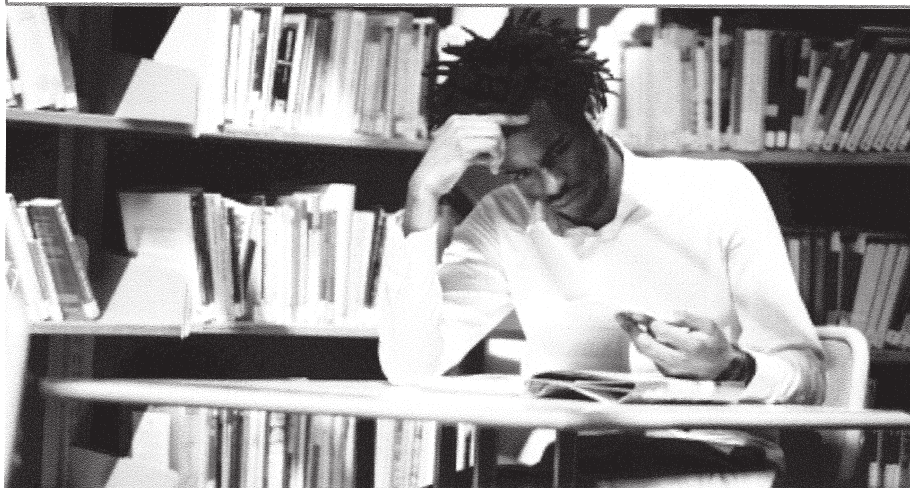
*Learn how
the library can help.*



- ✓ Reserve readings
- ✓ Customized Blackboard course pages
- ✓ Instruction sessions tailored to your assignments

To learn more, go to <http://library.unc.edu>

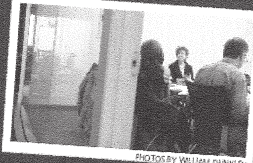
Not sure how to start that lit review? We can help.



<http://library.unc.edu>

Faculty Commons Spring Quarter 2008 Calendar

301 Alden Library



PHOTOS BY WILLIAM DUNKLEY

For a complete schedule of events visit www.library.ohio.edu/fc/

APRIL 2008

LIBRARY WORKSHOP: ORIENTATION ON FACULTY COMMONS RESOURCES
Friday, April 11, 2008 | 11:15 AM - 12:30 PM
Facilitated by Faculty Commons Directors and Staff
1:00 - 2:00 PM | 301U Faculty Commons
This one hour workshop will provide information about faculty development programs and resources available through the four Centers within the Faculty Commons, including collaborative faculty development initiatives (co-sponsored with Alden Library's workshop series)
www.library.ohio.edu/fc/ • 740.597.1777 • facultycommons@ohio.edu

ENHANCING TEACHING AND LEARNING WITH PODCASTS (CAT)
Tuesday, April 15, 2008 | 11:15 AM - 12:30 PM
Wednesday, April 16, 2008 | 4:00 - 4:45 PM
301U Faculty Commons | Facilitated by Kate Anderson, Media Production
Podcasts allow teachers and students to create and share knowledge via voice recordings, sound effects, photos, and movies. This workshop offers an introduction to podcasting; what it is, how to use it to enhance teaching and learning, and how to create and deliver podcasts with easy-to-use audio recording and editing software such as Audacity and iMovie.
www.ott.ohio.edu • 740.593.2280 • andersk@ohio.edu

THE FACULTY COMMONS & ALDEN LIBRARY LUNCHEON SERIES EXPLORING THE RESEARCH PROCESS: From first draft to production, the making of Knock Me A Kiss
Wednesday, April 16, 2008 | Presenter Charles Smith, Professor of Playwriting Program, School of Theater 12:00 N | Friends of the Libraries Room
A new monthly series co-sponsored with Alden Library. Experience the ways in which OU faculty creatively use library resources, while they share their most recent discoveries.
www.library.ohio.edu/workshopt/ • 740.597.1238 • wochna@ohio.edu

APPALACHIAN LEARNING COMMUNITY (SLC): Honorable Soldiers Too: An historical case study of post-reconstruction African-American female teachers of the upper Ohio valley
Thursday, April 17, 2008 | Presenter: Carole Wylie Hanokoff, Professor, Washington State Community College 6:30 PM | 301U Faculty Commons
A fascinating and rich study documenting the experiences of six women who lived in Athens, Parkersburg, and Monongahia City, PA. Come enjoy the history you don't know about Appalachia - block schools and teachers. Lots of photos. Open to the public.
<http://appalachia.oi.ohio.edu/index.html> • 740.593.2545 • graybill@ohio.edu

WORKSHOP SERIES (CTL / CAT / CWE): Getting Ready for Learning Outcomes in Tier 1 Courses
Thursday and Friday, April 17 & 18, May 1 & 2, and May 22 & 23, 2008 | Facilitated by Laurie Hatch, Director of CTL and Professor of Sociology
1:00 - 3:00 PM | 301U Faculty Commons
This three-part workshop series will provide informational materials, collegial sharing of ideas, and hands-on assistance for faculty and instructional staff who are incorporating learning outcomes in their Tier 1 courses. For the three workshops in this series, please RSVP for either the Thursday or Friday meeting days. (The same workshop topic will be addressed during that week. Up to 10 participants can be accommodated in the Thursday workshops and up to 10 in the Friday workshops. A stipend will be offered to participants; see reverse for details.) Please RSVP to facultycommons@ohio.edu
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

TEACHING PORTFOLIOS FOR FUTURE FACULTY (CTL)
Tuesday, April 22; May 6; & May 20, 2008 | Facilitated by Tim Vickers, Associate Director of CTL
10:00 AM - 12:00 N | 301U Faculty Commons
A three-part workshop series for graduate students on the professional teaching portfolio and the critical role it can play in securing a faculty position and achieving success in the profession.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

TURNING SCIENCE STUDENTS INTO SCIENCE WRITERS (CWE)
Wednesday, April 23, 2008 | Facilitated by Sarah Wyatt, Associate Professor of Environmental and Earth Biology, and Sherrin Gradin, Director of CWE and Professor of English 1:00 - 5:00 PM | 301U Faculty Commons | Refreshments will be served

This seminar focuses on strategies to help students better understand and implement scientific writing conventions. The conversation will include ideas for integrating aspects of science writing into daily assignments, class discussions, and exam questions. Strategies for perfecting formal science writing assignments such as lab reports and literature reviews ("research papers") will also be discussed.
www.ohio.edu/writing • 740.597.1869 • wac@ohio.edu

CREATING E-PORTFOLIOS WITH WORDPRESS (CAT)
Thursday, April 24, 2008 | Instructor Paul O'Donnell, CAT 1:00 - 3:00 PM | 301U Faculty Commons
Electronic portfolios showcase your academic accomplishments. This hands-on workshop will help you register a Wordpress account, create and edit pages, add multimedia, and customize your portfolio's appearance. Bring only a flash drive or disk containing your digital artifacts and, if you have one, a laptop.
www.ott.ohio.edu • 740.597.2708 • odonnel@ohio.edu

TIPS FOR FACULTY RESEARCH AND PUBLISHING (CTL)
Friday, April 25, 2008 | Facilitated by Laurie Hatch, Director of CTL and Professor of Sociology 12:30 N - 1:00 PM | Southern Campus
This session will feature a mini-presentation and discussion of faculty research and publishing tips, focusing particularly on the scholarship of teaching and learning.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

USING CLICKERS TO PROMOTE STUDENT ENGAGEMENT (CAT)
Wednesday, April 30, 2008 | Instructor Mike Roy, CAT 1:00 - 3:00 PM | 301U Faculty Commons
Clickers are hand-held devices that allow all students—not just a vocal minority—to answer the instructor's questions. Attend this workshop to learn how you can use clickers to gauge student comprehension, respond to misconceptions, address ambiguities, generate dialogue, open new avenues of discussion, and otherwise engage the class.
www.ctl.ohio.edu/clickers • 740.597.2705 • roy@ohio.edu

MAY 2008

WORKSHOP SERIES (CTL / CAT / CWE): Getting Ready for Learning Outcomes in Tier 1 Courses
Thursday and Friday, May 1 & 2, and May 22 & 23, 2008 | Facilitated by Laurie Hatch, Director of CTL and Professor of Sociology
1:00 - 3:00 PM | 301U Faculty Commons
Second in a three-part workshop series: see April 17 & 18 for complete workshop description.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

TEACHING PORTFOLIOS FOR FUTURE FACULTY (CTL)
Tuesday, May 6 & May 20, 2008 | Facilitated by Tim Vickers, Associate Director of CTL
10:00 AM - 12:00 N | 301U Faculty Commons
Second of a three-part workshop series for graduate students: see April 22 listing for complete workshop details.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

TIPS FOR FACULTY RESEARCH AND PUBLISHING (CTL)
Friday, May 7, 2008 | Facilitated by Laurie Hatch, Director of CTL and Professor of Sociology 1:30 - 2:30 PM | Chillicothe Campus, Room 110 Bennett Hall
This session will feature a mini-presentation and discussion of faculty research and publishing tips, focusing particularly on the scholarship of teaching and learning.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

TEACHING WRITING IN THE DISCIPLINES (CWE)
Friday, May 9, 2008 | Facilitated by Sherrin Gradin, Director of CWE and Professor of English and Melanice Lee, Assistant Director of CWE 1:30 - 4:00 PM | 301U Faculty Commons | Refreshments will be served
This seminar will address writing for both major-area students, who need to learn the conventions and styles of the discipline, as well as for student writers in courses from a variety of fields. Teaching Writing in the Disciplines provides faculty with information and support for working with their students' writing. We will discuss what we expect from our students, how we might write better assignments to encourage those expectations, and strategies other instructors use to teach writing in various disciplines.
www.ohio.edu/writing • 740.597.1869 • wac@ohio.edu

NEGOTIATING PLAGIARISM: DEFINITIONS AND RESPONSES (CWE)
Monday, May 12, 2008 | Facilitated by Sherrin Gradin, Director of CWE and Professor of English 1:00 - 5:00 PM | 301U Faculty Commons | Refreshments will be served

Plagiarism is a problem for all institutions of higher learning. Horror stories of cheating—buying papers, handing in a roommate's paper, cutting and pasting from the Internet, lifting material from other texts without citation or quotation—abound. As we struggle with our own responses of anger, frustration, and even betrayal, we ask why and how plagiarism got to be so rampant and what we can do to restore academic integrity to our campuses. In this seminar, our discussion will be grounded in research on plagiarism and the scholarship of textual borrowing. We will examine definitions of plagiarism, a range of appropriate responses, and then discuss actions we can take as teachers and mentors to create learning environments where student plagiarism is less likely to occur.
www.ohio.edu/writing • 740.597.1869 • wac@ohio.edu

THE FACULTY COMMONS & ALDEN LIBRARY LUNCHEON SERIES EXPLORING THE RESEARCH PROCESS: Sex, Drugs & Rock 'n' Roll: Researching Counterculture in Latin America
Thursday May 15, 2008 | Presenter Patrick Barr-Mele, Associate Professor, History/Latin American Studies 12:00 N | Friends of the Libraries Room
A new monthly series co-sponsored with Alden Library. Experience the ways in which OU faculty creatively use library resources, while they share their most recent discoveries.
www.library.ohio.edu/workshopt/ • 740.597.1238 • wochna@ohio.edu

BLOGS, WIKIS, AND MEETING STUDENTS WHERE THEY WRITE (CWE)
Friday, May 16, 2008 | Facilitated by Sherrin Gradin, Director of CWE and Professor of English, and Paul Showlin, Assistant Director of CWE 10:00 AM - 2:00 PM | 301U Faculty Commons
Our special emphasis in this seminar will be on using blogs and wikis as a means of writing and writing to learn. Faculty will exchange their views regarding these technologies and how we might use them in the classroom. Since we will have a mix of skill levels, we will cover the basics for those less experienced. We will learn how to create and manage our own blogs and wikis for course use and see examples of the ways these tools can enhance students' learning.
www.ohio.edu/writing • 740.597.1869 • wac@ohio.edu

TEACHING PORTFOLIOS FOR FUTURE FACULTY (CTL)
Tuesday, May 20, 2008 | Facilitated by Tim Vickers, Associate Director of CTL
10:00 AM - 12:00 N | 301U Faculty Commons
Third session of a three-part workshop series for graduate students: see April 22 listing for complete workshop details.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

WORKSHOP SERIES (CTL / CAT / CWE): Getting Ready for Learning Outcomes in Tier 1 Courses
Thursday and Friday, May 22 & 23, 2008 | Facilitated by Laurie Hatch, Director of CTL and Professor of Sociology 1:00 - 3:00 PM | 301U Faculty Commons
Third in a three-part workshop series: see April 17 & 18 for complete workshop description.
www.ohio.edu/ctl • 740.593.2681 • ctl@ohio.edu

THE FACULTY COMMONS & ALDEN LIBRARY LUNCHEON SERIES EXPLORING THE RESEARCH PROCESS: Case Report: Forensic Investigation of the 'Mystery Stain' at the Old Athens Asylum
Wednesday, May 28, 2008 | Presenter Glen Jackson, Assistant Professor of Chemistry and Biochemistry 12:00 N | Friends of the Libraries Room
A new monthly series co-sponsored with Alden Library. Experience the ways in which OU faculty creatively use library resources, while they share their most recent discoveries.
www.library.ohio.edu/workshopt/ • 740.597.1238 • wochna@ohio.edu

JUNE 2008

TEACHING & LEARNING MINI-CONFERENCE (CTL / CWE / CAT / CCE)
Monday, June 16, 2008 | Conference organizers: Laurie Hatch, Director of CTL and Professor of Sociology and Tim Vickers, Associate Director of CTL
10:00 AM - 5:00 PM | Faculty Commons / Friends of the Libraries Room
This mini-conference will feature sessions on student learning outcomes and assessment; peer mentoring for faculty; and the common reading project. Further details will be available at <http://www.ohio.edu/ctl/>

KEY TO SPONSORS:
Center for Academic Technology (CAT)
Center for Community Engagement (CCE)
Center for Teaching & Learning (CTL)
Center for Writing Excellence (CWE)
Scholarly Learning Community (SLC)

FAQs

What is the FC?
The Faculty Commons is a space for faculty to share ideas, resources, and information. The Commons is a place where one can contribute to enjoy the benefits of a community of learners. It is a place where one can meet with other faculty members to discuss their work, equipment concerns, and the needs of the library from Friends of the Library Room.

Where is the FC?
The Faculty Commons is located at the 3rd floor of Alden Library.

How long is the FC open?
The hours are 9 a.m. to 5 p.m. on weekdays.

Who can use the FC?
It is open to all Ohio University staff and faculty. To receive a conference room, contact the Faculty Commons at 419.597.1177 or email facultycommons@ohio.edu. These items are available for borrowing. For more information, contact the Alden Library administrator at 419.597.1177.

What offices are located here?
The Faculty Commons houses Campus Community Engagement, the Center for Teaching & Learning, the Center for Writing Excellence, Library Collections Development, and Faculty Professional Development.

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FIND THESE RESOURCES AT THE FACULTY COMMONS

Where faculty can find support for their teaching, scholarship and engagement as well as a place to relax and share a cup of coffee.

Center for Academic Technology (CAT): An academic support faculty for faculty interested in instructional innovation. Faculty can seek assistance in designing, developing and assessing instructional resource materials and technology-based tools and applications. www.cata.ohio.edu

Campus Community Engagement (CCE): Dedicated to bringing expertise and resources to university-community connections, people and strategies. www.engagement.ohio.edu

Center for Teaching and Learning (CTL): Works collaboratively with university colleagues to enhance the connection between teaching and learning. CTL offers workshops, discussion series, individual consultations, and other programs and resources for faculty, learning associates, and instructional staff. Through CTL, programs and new developments in the area of teaching and learning, and to support teaching goals and strategies. www.ohio.edu/ctl

Center for Writing Excellence (CWE): Collaborates with other faculty development units on campus and is dedicated to enriching student learning and faculty teaching through writing. The CWE includes Writing Across the Curriculum, the Student Writing Center, and the Ohio University Abolitionist Writing Project. www.ohio.edu/writing

Library Collections Development: The Assistant Deans for Collections and Access has overall responsibility for the library's collection development process and budget, and oversees the collection development activities of approximately 25 librarians. For support inquiries to the University's Academic, Special, Reference and Cataloging Services, contact the Alden Library administrator at 419.597.1177.

Media Production: Supports instruction and research presentation with edited design and digital asset production. Our website contains research paper templates and tips, as well as the convenience of remote file uploading for printing. We provide both one-on-one and small group training in individual creative, editing and formatting. Additionally, digital assets are available for purchase. For more information, contact the Alden Library administrator at 419.597.1177 or email media@ohio.edu

Smart Conferences Room for Faculty Meetings:
To schedule, call the Faculty Commons at 597.1177 or email facultycommons@ohio.edu.



OHIO UNIVERSITY
Office of the Executive Vice President and Provost
Faculty Commons
Alden 301
Athens OH 45701-1279

FACULTY COMMONS SPRING QUARTER 2008 CALENDAR

Learning Outcomes at Ohio University and Support for Faculty and Instructional Staff

In March 2007 the Faculty Senate at Ohio University passed a new requirement for all course syllabi:

"The intended learning outcomes or objectives upon successful completion of the class are to be included in the syllabus."

As noted in a November 2007 letter to Ohio University faculty from David O. Thomas (Chair, University Curriculum Council; Vice-Chair, Faculty Senate) and David C. Ingram (Chair, Educational Programs and Student Affairs, Faculty Senate), "the Faculty Senate's intent of requiring specific learning outcomes on course syllabi is threefold: a) learning outcomes provide students with an understanding of what they are expected to learn from a given course; b) learning outcomes can help others (prospective students, their parents, graduate schools, etc.) understand what our students have learned from a given course or program; and c) clear learning outcomes can assist with curriculum development and program planning."

The University Curriculum Committee anticipates a two-year, phased-in process to incorporate learning outcomes into our curriculum. Beginning Winter Quarter, 2008, all new courses submitted to the University Curriculum Council are to include learning outcomes. By September 2008, learning outcomes should be included for all General Education Tier 1 offerings (see <http://www.ohio.edu/learningobjectives>) for the learning outcomes suggested by the General Education Outcomes Committee). By the end of Fall 2009, learning outcomes should be included in the syllabi for all courses at Ohio University.

A number of faculty in programs across the university already include student learning outcomes in course syllabi and collect systematic evidence of student learning. These colleagues will be important campus resources as the learning outcomes initiative gets underway.

Support is available through the Center for Teaching & Learning and Faculty Commons for faculty and instructors who are new to learning outcomes and assessment, and/or who will be redesigning their courses to incorporate learning outcomes:

Tier 1 Learning Outcomes Workshop Series. A workshop series focusing on learning outcomes in Tier 1 courses will be offered Spring quarter (see calendar of events on the reverse). Up to 20 workshop participants can be accommodated (10 each in the Thursday and Friday workshop sessions); seats will be filled as RSVPs are received (contact facultycommons@ohio.edu). Stipends of \$1,000 are available for faculty and instructors of Tier 1 courses who participate in these learning outcomes workshops and who generate a learning outcomes action plan for a selected course.

Tier 1 courses are the focus of the Spring 2008 workshops since these courses are expected to include learning outcomes by Fall 2008. We anticipate offering similar sets of learning outcomes workshops in Summer 2009 and during the 2009-09 academic year.

Teaching & Learning Mini-Conference (June 16 in the Faculty Commons/Alden Library; see calendar of events on reverse) will include several workshops on learning outcomes and assessment. Faculty at regional campuses who plan to attend, please email facultycommons@ohio.edu to inquire about mileage reimbursement.

Diversity Awareness Month...

Please join your colleagues for an informal discussion and public lecture featuring Ohio University guest speaker Dr. Peggy McIntosh

Peggy McIntosh, Ph.D., the Associate Director of the Wellesley College Center for Research on Women, is the founder and co-director of the National S.E.E.D. (Seeking Educational Equity and Diversity) Project on Inclusive Curriculum. A world-renowned lecturer, she consults with higher education institutions throughout the United States and the world on creating multicultural and gender-fair curricula. Author of many influential articles on curriculum change, women's studies and systems of unearned privilege, she has taught at Harvard University, Trinity College (Washington, DC) and the University of Durham (England), among other institutions.

Informal Discussion: Monday, April 14, 10:00 AM - 12N
Friends of the Libraries Room

Public Lecture: Monday, April 14, 7:30 PM
Baker University Center Ballroom
(admission to the lecture is free and open to the public)

Sponsored by the Provost Office of Diversity, Access, and Equity and the College of Education

Scholarly Learning Community Call for Proposals

The Center for Teaching & Learning and Faculty Commons invite applications for Scholarly Learning Communities to be sponsored Spring quarter 2008. All faculty and instructional staff are cordially invited to apply. For details and the application form, see www.ohio.edu/ctl. Questions can be directed to Laurie Hatch, Director, CTL, hatch@ohio.edu, 740.597.2700.

Located in Alden Library, Faculty Commons and library staff provide professional development opportunities for the Ohio University community.

For a complete schedule of Faculty Commons events visit www.library.ohio.edu/ctl

For a complete list of upcoming Alden Library workshops visit www.library.ohio.edu/workshops/

Faculty Commons Resources

CAT: Center for Academic Technology
www.citl.ohiou.edu

CCE: Campus-Community Engagement
www.engagement.ohio.edu

CTL: Center for Teaching & Learning
www.ohiou.edu/ctl

CWE: Center for Writing Excellence
www.ohio.edu/writing

Library Collection Development
www.library.ohiou.edu/info/colldev

Media Production
www.ohiou.edu/mediaproduction/

Smart Conference Rooms for faculty meetings and events.
To schedule call the Faculty Commons at 597.1777 or email facultycommons@ohio.edu

The Faculty Commons
Alden Library 301
facultycommons@ohio.edu
740.597.1777
www.library.ohiou.edu/fc/



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Join The Faculty Commons listserv!

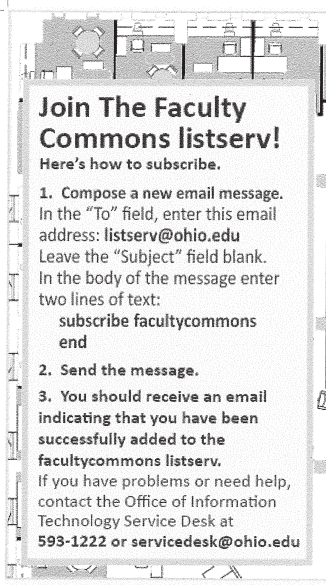
Here's how to subscribe.

1. **Compose a new email message.**
In the "To" field, enter this email address: listserv@ohio.edu
Leave the "Subject" field blank.
In the body of the message enter two lines of text:
subscribe facultycommons
end
2. **Send the message.**
3. **You should receive an email indicating that you have been successfully added to the facultycommons listserv.**

If you have problems or need help, contact the Office of Information Technology Service Desk at 593-1222 or servicedesk@ohio.edu

THE FACULTY COMMONS INVITATION:
Faculty Commons invites university colleagues to embrace, experiment with, share current and generate new knowledge related to teaching and learning, research and creative activity, and community engagement.
Collaborative Faculty Commons programs and activities are intended to:

- highlight and support outstanding teaching and student learning at Ohio University campuses;
- foster an environment that integrates faculty lives as teachers, scholars, and as persons;
- enhance collegial networks and interdisciplinarity.



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You're @ the Library. A guide to using the OSU Libraries.

20 Questions about the Library for Grad Students

Important Library Numbers:

Hours Hotline
405-744-5029

Circulation Desk
405-744-6812

Library Web site
www.library.okstate.edu

Library Catalog
<http://osucatalog.library.okstate.edu>

Help accessing online journals & databases
405-744-9161
877-744-9161 toll free

1. Where is the Library?

The Edmon Low Library is centrally located. It is north of the Student Union and is the only other building on campus with a bell tower. The Stillwater campus also has four branch libraries: the Architecture Library, in the ATRC; the Mary L. Williams Curriculum Materials Library, in Willard Hall; the North Boomer Annex; and the William E. Brock Memorial Library, in McElroy Hall.

2. What remote services are offered?

You can use the Library's Web site to access the OSU Library Catalog (where you can check the status of material and renew items you have), about 200 electronic databases, more than 37,000 full-text journals, online course reserves and email reference assistance and tech support. To access these tools off-campus you need to logon to the EZProxy. There are detailed instructions at www.library.okstate.edu/dls/ezproxy.htm.

Our Digital Library Services (DLS) Department is available to answer questions about the Library's electronic resources. Contact DLS at 405-744-9161, toll-free 877-744-9161 or via email at lib-dls@okstate.edu.

3. When is the Library open?

During the regular semesters the Main Library is open Mon.-Thu. 7:30 am-2 am, Fri.

7:30 am-9 pm, Sat. 10 am-9 pm and Sun. 10 am-2 am. Hours vary during holidays and intersessions. For the most up to date hours, call 405-744-5029 or visit www.library.okstate.edu/.

4. How many books can I check out?

Graduate students can have 100 books out at a time.

5. How long can I keep books?

Grad students have a loan period of 120 days. There are special materials (videos, DVD's, maps, reserve materials, branch library books) that have shorter loan periods. Staff will tell you when items are due. You may renew most items online.

Register your email at the Circulation Desk and we will send you reminders before your books are due!

6. Can I bring food or drinks to the Library?

Yes, you may bring drinks with a lid and small snack items. The Edmon Low Library even has a cafe where you can buy specialty coffees and snacks.

7. How much are fines?

Standard overdue fines are \$.25/day/book. Reserve, recalled and special permission materials have higher fines ranging from \$5/day to \$1/hour. Un paid fines are billed to your Bursar's account. You may renew most items online.

8. Are there computers I can use in the Library?

Over 100 internet stations are located on the 1st and 5th floors. At these computers you can use MS Office, search and print from the Web, OSU Library Catalog and other library electronic resources.

OSU students can also check out laptops at the Circulation Desk on the 1st floor. Laptops (including your own!) can access the Web anywhere in the building and at least one printer is on each floor.

9. Are there Librarians who specialize in my discipline?

Each academic department has a Subject Specialist Librarian. Most Specialists hold a degree in that subject or a related field. If you would like the Library to purchase material contact your Specialist. A list of the Subject Specialist Librarians can be found at www.library.okstate.edu/services/liasons.htm.

You're @ the library

Contact for information:
Reference Desk
405-744-9775 or
877-744-9161 toll free

You're  the Library. A guide to using the OSU Libraries.

20 Questions about the Library for Faculty

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405-744-5029

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405-744-6812

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and intersessions. For the most up to date hours, call 405-744-5029 or visit www.library.okstate.edu/.

4. For how long & how many books can I check out?

Faculty have two due dates a year, February 27 and August 31. There are special materials (laptops, videos, DVD's, maps, branch library books) that have shorter loan periods. Staff will tell you when items are due. You may renew most items online. Faculty can have 150 items checked out.

5. Where can I find reference assistance?

Librarians or Library GAs are available at the Reference Desk on the 1st floor to answer questions and give hands-on instruction 94 hours a week. We offer assistance in person, by phone 405-744-9775, via email lib-dls@okstate.edu or via chat and IM. IM & chat reference is available Mon.-Thu. 1 pm-9 pm & Fri. 1 pm-5 pm. Add our screen name to your contact list in AOL or Yahoo!: *OkstateLibrary*; ICQ: 195159930; MSN: *OkstateLibrary@hotmail.com*.

6. Can I find recently purchased books?

Many new books are displayed on the 1st floor north side. You can also search for recent acquisitions in the OSU Library Catalog. Click "Basic" or "Advanced" search from the homepage and select "New Books."

7. Can I place things on reserve?

Yes. The OSU Library offers both hard copy Reserves, at the Circulation Desk on the 1st floor, and electronic Reserves. You can place items on Reserve by completing a Reserve Materials Request Form. The form is available at the Circulation Desk or online at <http://reserves.library.okstate.edu/index.htm>.

8. Are there Librarians who specialize in my discipline?

Each academic department has a Subject Specialist Librarian. Most hold a degree in that subject or a related field. If you would like the Library to purchase material contact your Specialist. A list of the Subject Specialist Librarians can be found at www.library.okstate.edu/services/licaisons.htm.

Your Specialist can also give you information on our resources and services or give library instruction to your students.



Contact for information:
Reference Desk
405-744-9775 or
877-744-9161 toll free

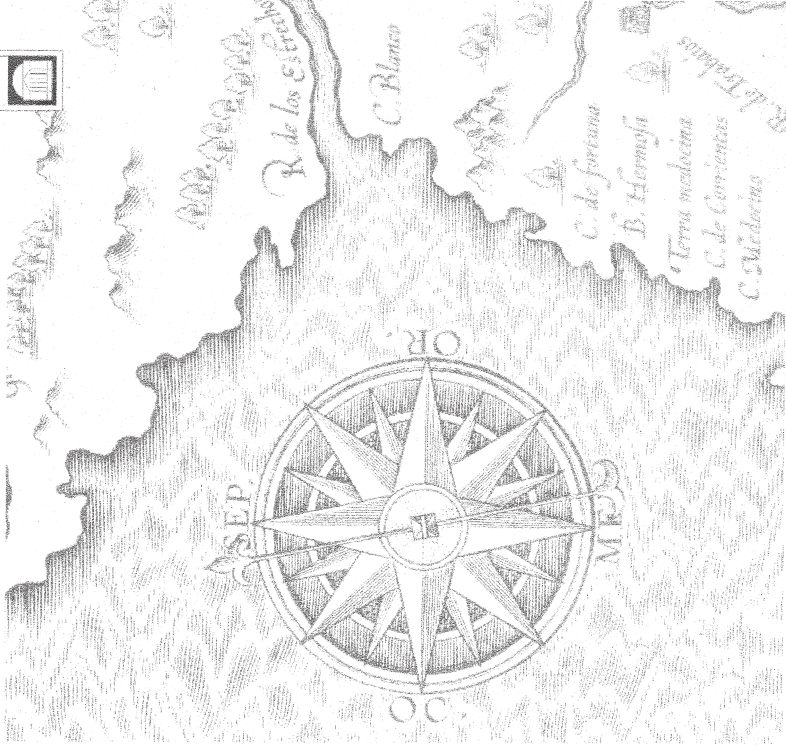
A guide to

LIBRARY SERVICES

FOR FACULTY

MEMBERS

THE UNIVERSITY OF VIRGINIA LIBRARY



LIBRARY WEBSITE
www.lib.virginia.edu

The University of Virginia Library website is available at www.lib.virginia.edu. The website provides information on library services, including book and journal acquisitions, reference services, and digital resources. It also features a faculty portal for managing library accounts and requesting materials.

SUBJECT LIBRARIANS
www.lib.virginia.edu/sublibs.html

The University of Virginia Library has subject librarians who provide specialized assistance in various disciplines. These librarians are available to help faculty members with research, teaching, and learning activities. For more information, visit www.lib.virginia.edu/sublibs.html.

FACULTY PORTAL
www.lib.virginia.edu/facserve

The Faculty Portal is a secure online environment where faculty members can manage their library accounts, request materials, and track their borrowing history. It also provides access to various library services and resources. For more information, visit www.lib.virginia.edu/facserve.

LIBRARY@VIRGINIA.EDU IM BUDDY NAME: IVALIBREF 434.924.3021 WWW.LIB.VIRGINIA.EDU

UNIVERSITY OF VIRGINIA LIBRARY



Faculty Services

LEO AND INTERLIBRARY LOAN SERVICES

www.lib.virginia.edu/leo

LEO (Library Express On-Grounds) retrieves books or photocopies from a U.Va. Library, remote holdings, or via Interlibrary Loans and delivers them to departmental offices. To request an item or set up an account, please visit www.lib.virginia.edu/leo. The account allows you to request and track all of your LEO, ILL, and Toolkit materials. Articles and papers will be scanned and delivered in .pdf format unless print is the selected preference when an account is set up. Material requested within the U.Va. collection will be delivered within 2-3 business days. Material obtained through another university will be delivered within 3-10 business days. For more information, contact aleo@virginia.edu or call (434) 924-3875.

UVACOLLAB / TOOLKIT

collab.itc.virginia.edu

www.itc.virginia.edu/toolkit/migrate/ UVACollab is the new ITC-supported course management software in use at U.Va., replacing Instructional Toolkit. UVACollab allows you to post articles for your classes to read, administer tests, conduct online discussions, and much more.

INSTRUCTIONAL SCANNING SERVICES

www.lib.virginia.edu/iss/iss.html

Instructional Scanning Services (ISS) is part of a suite of services to support the U.Va. faculty in your use of electronic materials for instruction. ISS will scan materials into a PDF format and upload them to your UVACollab site, link materials already in electronic format to the Instructor's course site, and scan materials for other instructional uses.



Computers



RESERVES

www.lib.virginia.edu/research/

Faculty can have their own or Library books and other physical materials such as videos and CDs reserved at many of the libraries for use by students in their courses.

PURCHASE REQUESTS

www.lib.virginia.edu/services/purchase_request.html

Items that you would like to be added to the Library collection can be requested at the URL above.

LIBRARY INSTRUCTION

www.lib.virginia.edu/adliblib.html

Librarians are available to conduct class instruction sessions in your classroom or in the Library. To request a session, just contact your subject librarian using the URL above.

NOTIFICATION

The Library sends recall, hold, overdue, and billing notices by e-mail.

CIRCULATION

As faculty, you may check out books from all libraries indefinitely; however, all are subject to recall by other users. If renewal is necessary, most materials may be renewed via VIRGO, telephone, or in person. Books may be returned to any library location or in the bookdrop behind Alderman Library. Reserve material should be returned to the library from which they were borrowed.

RESEARCH ASSISTANT PRIVILEGES

Borrowing privileges may be requested for research assistants of faculty members. An application is available at the Alderman Library circulation desk.

UNIVERSITY LIBRARIES COMMITTEE

The Libraries Committee is appointed annually by the president of the University. The Committee considers and reports to the president on the larger questions of library service to the University community and on long-range library planning. More information can be found at www.virginia.edu/br-committee/presidentalcommittee/libraries/index.html.

There are computers for your use in all of the libraries. The libraries also offer wireless access to the UVA network. For instructions on configuring your laptop for wireless access, visit the ITC website, <http://www.itc.virginia.edu/network/wireless/typed.html>. ITC also visits the libraries Monday through Friday to offer on-site assistance with laptops and other computing issues (including configuring wireless cards). ITC is in Clowson Library on Monday, Wednesday, and Friday, and Brown Library on Tuesday and Thursday, from 1:00 p.m. to 4:00 p.m. In both locations, in addition to public terminals in all Library buildings, there are labs in Alderman Library, the Charles L. Brown Science and Engineering Library, Clowson Library, and the Albert and Shirley Small Special Collections Library that offer the following specialized computing services:

THE SCHOLARS' LAB

www.lib.virginia.edu/scholarslab/

Tel: (834) 243-8800

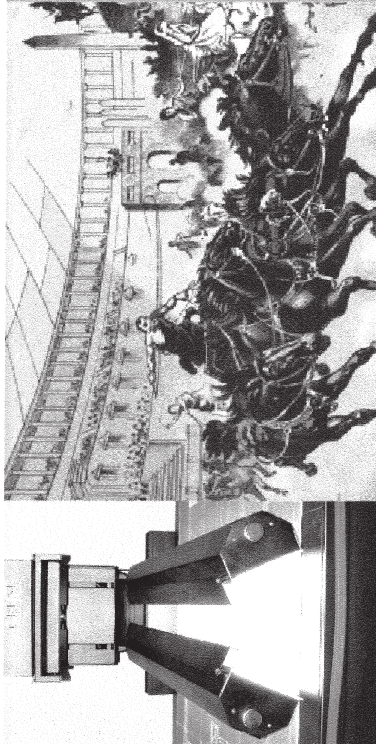
The Scholars' Lab is a high-tech facility for study and research located on the main floor of Alderman Library. Combining the services of the Library's GeoStat and E-Text centers and ITC Research Computing Support, the Scholars' Lab offers four thousand square feet of space for work on collaborative projects, and access to Library staff expertise in electronic encoding and digitization, programming and information design, geospatial and statistical data analysis, and the use of UVA-licensed software.

RESEARCH COMPUTING LAB

www.lib.virginia.edu/science/tescomp/

Tel: (834) 243-8799

The Research Computing Lab in the Brown Science and Engineering Library offers technical support for high performance and scientific computing. Advanced consultation services in areas range from data management and metadata to computational science and visualization. Students, faculty, and researchers from all disciplines are welcome.



DIGITAL MEDIA LAB
www.lib.virginia.edu/dml/
TEL: (804) 924-7236

The Digital Media Lab, located on the third floor of Clemons Library, serves students, faculty, and staff. Comprised of reserve-able Macintosh workstations with entry-level and sophisticated production software, the lab has consultants and staff that provide one-on-one instruction. Walk-ins are also welcome. Focusing on the convergence of media and technology, the Lab assists digital imaging, audiovisual production, post-production, physical interactivity, 2D/3D animation, mobile technologies, as well as visualization and delivery of media content. The DML circulates a small collection of entry-level and sophisticated production equipment to support curricular activities.

DIGITIZATION AND PUBLISHING SERVICES
www.lib.virginia.edu/indis/
TEL: (804) 924-4026

Digitization and Publishing Services, located in the Albert and Shirley Small Special Collections Library, provides digitization services of primary and secondary materials from the University of Virginia Library's special collections.

Front Cover Images

Detail from Cornelius Wyffliet's atlas *Descriptionis Ptolemaicae augmentum sive Occidentis notitia ...* (Louvain, 1597) from the exhibition "On the Map: The Seymour I. Schwartz Collection of North American Maps, 1500-1800." Exhibits and other collections in the Harrison Institute/Small Special Collections Library are open to faculty teaching use.

Inside Images

A shelf of books in Alderman Library.

Image from Johanna Drucker's *Nova Reperbia*, part of the faculty project Artists' Books Online (www.artistsbooksonline.org), created in collaboration with the Scholars' Lab.

A letter from Thomas Jefferson to Peter S. Duponceau, December 1820; part of the Albert H. Small Declaration of Independence Collection.

Associate professor David Germane and Director of Digital Research and Scholarship Bethany Nowwiskie work on the Tibetan and Himalayan Digital Archive in the Scholars' Lab.

The largest of its kind in a research library, the new "Cruse" scanner in the Albert and Shirley Small Special Collections Library captures maps as large as four by eight feet and even scans 3-D items.

Cover of "Chariot Race" (1894) by E. I. Pauli, one of the 2,201 copies of digitized sheet music to be available online fall 2008 for faculty and student use.

Cushing Whitney Medical Library
 Library Liaisons by Department
 www.med.yale.edu/library

Yale Department/Program	Library Liaison
Allergy and Clinical Immunology.....	Mark.Gentry@yale.edu
Alumni Affairs.....	Toby.Appel@yale.edu
Anesthesiology.....	Denise.Hersey@yale.edu
Boyer Center for Molecular Medicine.....	Judy.Spak@yale.edu
Cancer Center.....	Denise.Hersey@yale.edu
Cardiovascular Medicine.....	Mark.Gentry@yale.edu
Cell Biology.....	Judy.Spak@yale.edu
Cellular and Molecular Physiology.....	Judy.Spak@yale.edu
Center for Interdisciplinary Research on AIDS (CIRA).....	Matthew.Wilcox@yale.edu
Center for Medical Informatics.....	Hongbin.Liu@yale.edu
Child Study Center.....	Jan.Glover@yale.edu
Clinical Scholars Program.....	Jan.Glover@yale.edu
Combined Program in the Biological and Biomedical Sciences (BBS).....	Judy.Spak@yale.edu
Comparative Medicine.....	Matthew.Wilcox@yale.edu
Deans and Administrations, YSM.....	Charles.Greenberg@yale.edu
Dentistry.....	Jan.Glover@yale.edu
Dermatology.....	Lynn.Sette@yale.edu
Diagnostic Radiology.....	Holly.Nardini@yale.edu
Digestive Diseases.....	Mark.Gentry@yale.edu
Endocrinology and Metabolism.....	Mark.Gentry@yale.edu
Epidemiology and Public Health.....	Matthew.Wilcox@yale.edu
Genetics.....	Judy.Spak@yale.edu
Geriatrics.....	Mark.Gentry@yale.edu
Hematology.....	Mark.Gentry@yale.edu
History of Medicine.....	Toby.Appel@yale.edu
Human Investigation Committee.....	Charles.Greenberg@yale.edu
Humanities in Medicine.....	Toby.Appel@yale.edu
Immunobiology.....	Judy.Spak@yale.edu
Infectious Diseases.....	Mark.Gentry@yale.edu
Institutional Animal Care and Use Committee.....	Matthew.Wilcox@yale.edu
Internal Medicine, General.....	Mark.Gentry@yale.edu
Laboratory Medicine.....	Judy.Spak@yale.edu
Microbial Pathogenesis.....	Judy.Spak@yale.edu
Molecular Biophysics and Biochemistry.....	Judy.Spak@yale.edu
Nephrology.....	Mark.Gentry@yale.edu
Neurobiology.....	Lei.Wang@yale.edu
Neurology.....	Lei.Wang@yale.edu
Neurosurgery.....	Lei.Wang@yale.edu
Nursing, School of.....	Janene.Batten@yale.edu
Obstetrics, Gynecology and Reproductive Sciences.....	Holly.Nardini@yale.edu
Ophthalmology and Visual Science.....	Cynthia.Crooker@yale.edu
Orthopedics and Rehabilitation.....	John.Gallagher@yale.edu
Pathology.....	Judy.Spak@yale.edu
Pediatrics.....	Lynn.Sette@yale.edu
Pharmacology.....	Judy.Spak@yale.edu
Physician Associate Program.....	Jan.Glover@yale.edu
Postgraduate and Continuing Medical Education.....	Mark.Gentry@yale.edu
Psychiatry.....	Jan.Glover@yale.edu
Public Health, School of.....	Matthew.Wilcox@yale.edu
Pulmonary and Critical Care Medicine.....	Mark.Gentry@yale.edu
Rheumatology.....	Mark.Gentry@yale.edu
Surgery.....	Charles.Greenberg@yale.edu
Therapeutic Radiology.....	Judy.Spak@yale.edu
Women in Medicine.....	Toby.Appel@yale.edu
Yale-New Haven Hospital.....	Mark.Gentry@yale.edu

Liaisons—
Your link to the library

Consult • Inform • Support

We would be happy to arrange one-on-one consultations with any faculty member, resident, postdoc, or staff member. For example, we can help you:

WORK MORE EFFICIENTLY

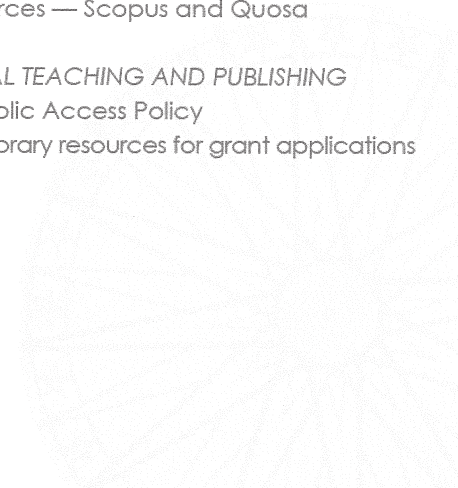
- Advanced techniques to search biomedical literature
- Save a search strategy and receive email updates
- Receive the Table of Contents of a selected journal via email
- Search resources for cited references
- Learn RefWorks or EndNote to organize articles and format manuscripts
- Use Quosa to manage your PDFs
- Use YaleLinks to link to the full online article
- Access journal articles from off campus

LEARN NEW SKILLS

- Services to help with specific tasks
- Resources for PDAs and other handheld devices
- Information and assistance as you publish
- Resources for evidence-based clinical practice
- How to use new resources — Scopus and Quosa

SUPPORT DEPARTMENTAL TEACHING AND PUBLISHING

- Information on NIH Public Access Policy
- Highlight appropriate library resources for grant applications



Partnership Agreement

**Agreement Between
University of Washington Libraries
and
UW Office of Learning Technologies**

This agreement is between the UW Office of Learning Technologies (OLT) and UW Libraries for provision, management and client support of computing technologies available across multiple library units. This includes:

- 279 authenticated public workstations located in the following libraries: Architecture and Urban Planning, Drama, East Asia, Engineering, Foster, Fisheries-Oceanography, Odegaard Undergraduate, Social Work, and Suzzallo and Allen. OLT charges a fee to UW Libraries for support of these workstations. Budget and payment details are included in Attachment 1.
- Two computerized training facilities in the Odegaard Undergraduate Library (OUGL). They are located on the first floor of OUGL in rooms 142 (Collaboratory I) and 102 (Collaboratory II).
- Five technology studios, located in Suzzallo Library 1st floor corridor (Collaboration Studio 1), OUGL 2nd floor (Collaboration Studios 2 and 3), OUGL 216 (Digital Audio Workstation Studio), and OUGL 334 (Digital Presentation Studio).
- One videoconference facility located in OUGL 320.
- One learning commons with approximately 365 workstations, located on the second floor of OUGL.

Statement of Use

The Office of Learning Technologies, in collaboration with the UW Libraries, will provide and manage 279 UWNNetID-authenticated general-access workstations located in ten University Libraries facilities; maintain the two Odegaard collaboratories; five technology studios, one videoconference studio, and the large general-access learning commons in OUGL.

UW Libraries will provide space, furniture, building security, and library staff in support of these facilities. OLT will seek funding from the Student Tech Fee Committee and other appropriate funding sources for hardware and software purchases. OLT will provide staff to install and maintain computing equipment, and appropriate programs and services to support client use of these learning technologies and associated spaces.

Equipment Installation and Licensing

1. OLT will provide hardware, current operating system software, and current desktop application software for all workstations. In instances where special software is required (some specialized libraries), the purchase of said software will be negotiated between both parties. OLT will make every effort to secure software funding from outside sources (STFC, etc.), but in some cases the specific library or associated academic department may need to make the purchase.

2. The Libraries will provide space (and some furniture) in which the workstations will be installed and configured for client use and sufficient power and networking infrastructure to support normal usage of the workstations. Replacement of current furniture will be a joint responsibility to purchase or seek external funding.
3. Hardware and software will be imaged, tested, and available for use by the beginning of each quarter. Security patches, etc will be added throughout the quarter as they become available.
4. The overhead projectors and screens in the Collaboratories were acquired through joint purchase of UW Libraries and OLT and will remain in the OUGL collaboratories until they can be replaced. (Funding has been provided by ATAC to replace the projectors in the 06/07 academic year. OLT will provide funding to cover installation and new mounting/security cages.)
5. All hardware and software covered under this agreement will be purchased, installed, maintained, and inventoried by OLT. The equipment will remain in the named University Libraries facilities until upgraded or until the termination of this agreement, whichever comes first. Replaced and/or upgraded machines will be repurposed or sent to surplus by OLT.

Maintenance, Support, and Software Installation and Upgrades

6. Maintenance of the workstations by OLT will include:
 - a. Ensuring the proper functioning of the network and all peripherals.
 - b. Ensuring that software specified in this agreement and approved in the future is installed and running correctly.
 - c. Maintenance of all workstations, so that, in any location, 90% of the machines will be functional. Exceptions will include planned outages for maintenance, which will typically occur during quarter breaks and equipment failure beyond our control.
 - d. Ensuring that the Associate Dean of Libraries for Research and Instructional Services and the Director of OUGL or their designees are notified immediately of any broad equipment or software failures that impact service such that less than 90% of the workstations are out of service. They will not be notified of machine problems that occur within or less than the 10% margin, or of outages outside the control and responsibility of OLT (such as network outages). Both parties will be notified in advance of any planned outages, such as maintenance during quarter breaks.
 - e. Infrastructure and machine support via phone as well as in person, as warranted, between 8:00 A.M. and 5:00 P.M. Monday-Friday.
 - f. Monitoring of machines for service levels and security will be accomplished by physical monitoring by the OLT team on a routine schedule, including regular walkthroughs of all spaces and by electronic monitoring through the OLT LabTracker software (or some equivalent). All problems recorded and tracked with the OLT LabTracker software (or some equivalent).
 - g. Image configuration frozen at the beginning of every quarter to ensure stability and consistency.
 - h. Support during all scheduled activities in the Odegaard collaboratories and Videoconference Studio. Support will be available via phone as well as in person, between 8:00 A.M. and 5:00 P.M., or by pre-arranged appointment.
7. All requests to install or remove software from the image must go through OLT for approval. Any additional software installation requests must be accompanied by software licenses and must be compatible and consistent with the OLT image paradigm. Any changes that substantially impact the user experience or the capabilities of the workstations must also be approved by the Libraries (e.g., changing O/S versions, application software versions, etc.). OLT staff will approve and install

software. Should disagreements about the software image and workstation configuration arise, OLT and the Libraries will discuss the situation and arrive at a mutually agreeable solution.

8. Standard OS and applications software upgrades will be conducted during quarter breaks in conjunction with lab upgrades. OLT makes every effort to have workstations running the most current software; however, on occasion upgrades may not be done if OLT determines such upgrades could adversely affect the workstations.
9. All software installed on the workstations must be legally licensed. OLT will maintain software licenses for all software purchased and installed by OLT. Clients must provide OLT with licenses for all requested software installations.

Policies

10. Neither OLT nor the Libraries will be solely responsible for hardware or software costs outside those provided for by the STF grant. If extraordinary, unanticipated expenses arise; the parties will discuss the situation and arrive at a mutually agreeable solution.
11. Individual faculty, instructors, or students may not install software on any of the machines in the Odegaard Collaboratories or reconfigure any of the equipment. All changes must be requested through OLT. Instructor's software approved for installation by OLT will be the responsibility of each instructor. OLT will not support software use beyond installation.
12. All users of the workstations agree to abide by the OLT and Libraries usage policies. OLT and the Libraries will make written copies of these policies available to each other.
13. OLT and the UW Libraries reserve the right to prohibit use of a workstation by any individual who violates the usage policies, in accordance with the Policy on Libraries Disruptions (Libraries' Operations Manual, Vol. 1, Section B, No. 4), the University Libraries Code of Conduct (Libraries' Operations Manual, Vol. 1, Section B, No 4, Appendix A.) and the UW Libraries Computer Use Policy

Scheduling, Access, and Room Use

14. The OLT Ed-Tech Manager is responsible for scheduling the OUGL collaboratories and the Video Conference Studio.

UW Libraries receives priority use of Collaboratory II, Mon-Fri., 9:30 a.m.-2:30 p.m. This time will be blocked out exclusively for UW Libraries use until two weeks prior to the booking event.. Within two weeks of booking date, if the space is not reserved by the UW Libraries, the OLT Ed-Tech Manager may make the room available for other use....

The OVCS partners (UW Libraries, OLT, and C&C) will receive priority and free use of the Videoconference Studio. Specific logistics are outlined in the OVCS partners MOU.

15. Clients may reserve the Technology Studios via the UW Libraries booking system. Clients may reserve the Videoconference Studio, Collaboratory 1, and Collaboratory 2 via the Catalyst website reservation form. Requests will be processed and responded to within 48 hours.

16. The Collaboratories and Video Conference Studio will are not available for unscheduled or unattended client access. This clause does not apply to the UW Libraries.
17. Consulting and staffing by the OLT Ed-Tech Manager will include a brief (10 – 15 minute) orientation for each instructor scheduled to teach in a collaboratory, arranged in advance of the first day of class. The orientation will include the equipment, services provided, and usage policies.
18. Consulting and staffing by the OLT Videoconference Consultant will include an orientation for each primary client scheduling a video conference, arranged in advance of the videoconference. The orientation will include the equipment, services provided, and usage policies. The VCC will also coordinate and test with the distant end prior to the scheduled videoconference.
19. OLT will provide consulting regarding the hardware, software, and services in the facilities, at no cost to UW Libraries. The UW Libraries will not be charged for use of the facilities. If extraordinary, unanticipated expenses arise, the parties will discuss the situation and arrive at a mutually agreeable solution.
20. All users of the collaboratories (students and instructors) agree to abide by the OLT usage policies. OLT will make written copies of these policies available to UW Libraries staff. The OLT Ed-Tech Manager will also forward a copy of these policies to every instructor scheduled to teach.
21. All persons, including maintenance personnel, will gain access to the Odegaard Collaboratories, Videoconference Studio, and Technology Studios via the Information/Circulation desk. Each time they are finished using the room, instructors will be responsible for securing the Odegaard Collaboratories and returning the keys to the Information Desk

Terms of Agreement

22. This agreement will be in effect for three years, beginning July 1, 2006. The conditions of the agreement will be reviewed annually, prior to, or no later than June 30, 2007, 2008 and 2009 by all parties for additions or revisions.
23. If either party wishes to terminate this agreement prior to the end of the three-year period, termination conditions will be mutually agreed upon, with at least three months notification required.

[Name], Vice Provost, Educational Partnerships and Learning Technologies

Date

[Name], Dean, University Libraries

Date

