# **Library Basic Information**

#### **Library Card**

Use your JBU ID card

#### **Checkout Periods and Loan Limits**

**Books:** Unlimited checkouts for 6 months. Juvenile Picture Books: up to 7 books for 7 days **DVDs:** Film library 7 days; other films up to 6 months (faculty only).

**Games:** up to 2 for 2 days.

#### Renewals

Materials may be renewed twice in person, by phone, by email, or by logging into to your profile in the library catalog.

#### **Course Reserves**

Course materials may be placed on reserve for students in the library. Please inform your liaison librarian of any required reading lists for your classes. Email rmaxson@jbu.edu if you have questions regarding placing copies of copyrighted materials on reserve or Blackboard.

#### **Requesting Book Purchases**

Purchase of new library materials may be requested using the <u>library order form</u> on EagleNet. Assistance with locating learning materials and embedding them into course content is also available by contacting your liaison librarian.

#### **Streaming Video**

Alexander Street Academic Video Online provides documentaries and other video on a wide range of subjects that can be used in class or on Blackboard.

#### Liaison Librarians

#### **Soderquist College of Business**

Marikit Schwartz Fain mschwartz@jbu.edu

#### College of Bible, Humanities, & the Arts

Rachel Maxson rmaxson@jbu.edu

#### **College of STEM & Health Professions**

Jake Posey jposey@jbu.edu

### College of Education, Social & Behavioral Sciences

Taylor Vanlandingham tvanlandingham@jbu.edu

#### **Contact Us**

Circulation: 479.524.7202 Reference: 479.524.7153

Interlibrary Loan: 479.524.7276

Director: 479.524.7191 Archives: 479.524.7207

Instructional Services: 479.524.7355

Fax: 479.524.7335

Circulation email: Library@jbu.edu Research Help: AskAlibrarian @jbu.edu

# **JBU**Library

# Faculty Information

# **Library Hours**

# Monday-Wednesday

\*7:30 a.m. - 2:00 a.m.

# **Thursday**

7:30 a.m. – Midnight

# **Friday**

\*7:30 a.m. – 10 p.m.

#### **Saturday**

10:30 a.m. - 6:00 p.m.

# Sunday

2:00 p.m. - 2:00 a.m.

\*Library opens 7 a.m. weekdays for computer/photocopier access; circulation service begins at 7:30. Hours subject to change; exceptions will be posted.

#### **Interlibrary Loan (ILL)**

Items not available in our collection may be obtained from other libraries through our interlibrary loan service. Use your ILLiad account to request items. Most books will arrive in a few weeks. Articles will arrive digitally and can be accessed using ILLiad. Loan periods for ILL books are established by the lending library. Contact the ILL librarian at ill@jbu.edu for questions or renewals.

#### ArkLink

You may request a card for reciprocal borrowing privileges at academic libraries across Arkansas by visiting the circulation desk.

# **Writing Center**

Peer writing consultants provide one-on-one coaching beginning the 3rd week of the semester. For more information visit the website <a href="https://www.jbu.edu/writing-center/">www.jbu.edu/writing-center/</a> or contact Writing Center Director Jonathan Himes (jhimes@jbu.edu).

# **Instructional Services**

To request library and research sessions for classes contact rmaxson@jbu.edu or your liaison librarian.

#### **Archives**

JBU Archives, located in the Alumni Welcome Center, 1635 Holly Pl., contains documents, artifacts, and special collections available for research. Materials must be used on-site, but many queries can be answered by email. Contact mschwartz@jbu.edu for assistance. Appointments required for in-person visits.

# **Finding Materials**

# **Library Website**

http://www.jbu.edu/library

# **Finding Articles**

A wide variety of academic journal databases, ebook collections, and other materials are available online through the library website. Choose "Resources for All Subjects" and then select a resource to search from the relevant subject area. If off campus, when prompted enter your JBU username and password.

# **Finding Books**

Use the "Books" tab of the JBU Library Search tool on the library homepage. Use the "eBooks" tab to search our major collections of electronic books.

#### **Fees and Fines**

- No daily overdue fees on most items.
- Materials are considered lost when 14 days overdue. Lost or damaged materials are billed for replacement cost + \$25 processing fee.
- \$1/day overdue fines for the following categories:
  - ILL books
  - Reserve books
  - Books that have been recalled
- \$4 service fee for ILL books ordered but never picked up.

#### **Reference and Research**

Reference and research assistance can be found in several ways:

- In person at the research desk in the library
- Phone: 479.524.7153
- Email: AskALibrarian@jbu.edu
- Chat: use the tool located in the lower right corner of the library website

# Reference Desk Hours Monday- Thursday

10:00 a.m. - Noon

1:00 p.m. - 5:00 p.m.

6:00 p.m. - 10:00 p.m.

#### Friday

1:00 p.m. - 5:00 p.m.

Service hours are subject to change due to staff availability. When in-person service is unavailable, use chat or email. Requests made on weekends will be answered the next business day.