

Library Basic Information

Library Card

Use your JBU ID card

Checkout Periods and Loan Limits

Books: up to 20 books for 21 days.

Juvenile Picture Books: up to 7 books for 7 days

DVDs: Film library 2 days; other films in library use 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

Material placed on reserve by your instructor are available at the circulation desk. Check out period is 3 hours and items must stay in the library.

Copiers and Printers

Use your JBU ID card. Copiers have a “scan to PDF” function that you can use to email copies to yourself. To print, be sure to select “Color Copier on Impression.”

Library Study Rooms

- Individual and group rooms are available on demand or can be reserved by calling x7202.
- Presentation practice with classroom technology is available in room L132.
- Connect up to 8 devices on one screen with the ELMO Huddle space in room L212 or use the SmartBoard in room L218.
- Check out keyboards and remotes for the equipment at the circulation desk.



Fees and Fines

- No daily overdue fines 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.

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

Graduate and Online Student 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.

Document Delivery

If you are not able to visit the JBU library in person, you can request books, book chapters, or articles from our holdings by mail or online delivery. Search holdings in our catalog and use your ILLiad account to request documents. For books, you are responsible for return postage.

ArkLink

Use this form to apply for reciprocal borrowing privileges at academic libraries across Arkansas: <https://www.jbu.edu/library/services/arklink-request/>

Writing Center

Online appointments are available. The writing center schedule follows the traditional undergraduate calendar, so services may not be available in all grad/online terms, but grad/online students are welcome to make use of the center when it is in session. Visit www.jbu.edu/writing-center/ to make appointment or to view style guides to help you cite your sources.

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.

One Search

Unsure of where to start? Choose the “All” tab on the JBU Search tool on the library homepage.

Help

If you are having trouble locating materials please contact the research help desk in person, chat, email, or phone.

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.

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.