Distance Education Support

- Electronic Reserves
- E-mail reference service
- Online database access
- Electronic book collections
- Interactive online instructional tutorials
- Document delivery of articles
- EAGLE Express (order articles held by University Libraries – a fee service)
- Reciprocal book borrowing

Collection Development

Library Liaison Program
University Libraries builds its collections primarily through collaboration among appointed faculty members and librarians. Each department chair appoints a faculty member to serve as a contact person for the designated librarian. Each person shares order-cycle information and discipline-based literature, such as catalogs, fliers, brochures, and URLs for publisher Web sites. Librarians work closely with departments to determine appropriate expenditure of the acquisitions budget. Nancy Kaul, collection development librarian, coordinates the program. Contact her at nancy.kaul@usm.edu.

Gifts Program
Many faculty members, students, alumni and citizens graciously contribute fine additions to our collections. Our gifts policy can be viewed at the following Web site:

http://www.lib.usm.edu/about/development/gifts.php.

Other Services

Faculty Publications Page
University Libraries maintains an ongoing, collective bibliography of faculty publications that date back to 1990. Send submissions to mary.applin@usm.edu.

Research Carrels
Many faculty, staff, and student researchers prefer close-working proximity to the library's collections. Research carrels with network connections are available in Cook Library for a fee on a semester rental basis. Applications are on first come, first-served basis.
Research Assistance

One-on-One Support
Librarians are available to
- provide faculty, instructors, teaching assistants, and graduate assistants with one-on-one research assistance
- provide scheduled research workshops for faculty, teaching assistants, or graduate assistant groups

Online Support
Research tools are available at http://www.lib.usm.edu/research.
- Online tutorials (plagiarism, ANNA/Catalog, article searching, etc.)
- E-mail tutorials (Estruction)
- Printable online guides (general and subject-specific)
- E-mail reference service (Ask-a-Librarian)
http://www.lib.usm.edu/research/askalibrarian/index.php

Document Delivery
- Request materials (books, dissertations, articles, etc.) from other institutions: http://www.lib.usm.edu/research/ill/

EAGLE Express
- Pay to have articles owned by University Libraries delivered via mail: http://www.lib.usm.edu/about/about_eagle.htm.

Instructional Support

Instructional Classes
Librarians are available to
- provide scheduled instructional sessions for your classes
- work with you to create effective library assignments
- work with you to develop effective library or information literacy tutorials specific to your courses

http://www.lib.usm.edu/instruction/index.php

Plagiarism Tutorial
University Libraries developed an online tutorial designed to help students understand plagiarism, how to avoid it, and how to properly cite and quote sources. Instructors may use the testing component to measure students' understanding.

http://www.lib.usm.edu/research/plag/plagiarismtutorial.php

Reserves
Faculty and instructors may provide easy access to materials through the library's reserve service. E-Reserve offers online access to certain items.

http://www.lib.usm.edu/about/policies/res_faq_instructor.php

Access Services

Library Card
Your university ID card is your library card. Library borrowing information for the various collections is available at the circulation desk and at the following Web site: http://www.lib.usm.edu/about/policies/circ.php

Library Notices
Library recall, pick up, courtesy notices and fine notices are mailed to you via campus boxes and by e-mail to your “usm.edu” mailing address.

Library Account
Avoid fines and review your library account at http://anna.lib.usm.edu/. Acquire a PIN code at the circulation desk.

Reserve Services
See reserves information at http://www.lib.usm.edu/about/index.php or call 266-4250.

Photocopiers
Photocopiers are located on floors one through five in Cook Library and on the first floor of the Gulf Coast Library.

Off-Campus Access
Faculty, staff, and registered students may log on to the University Libraries' article databases using their 10-digit employee ID number. For more information, visit http://www.lib.usm.edu/research/access.php.