Cowles Library Guide to Services for Drake Students

www.lib.drake.edu (or call the Reference Desk at 271-2113)

Updated 6/07

Service Areas	Description of Service	Contact for Service
Reference Assistance	**AskUs Online** - online assistance with reference questions **Phone assistance** – 271-2113 **In-Person assistance** – Go to the reference desk during their scheduled hours. Ref. desk hours: **Sun**: 1-9pm; **Mon-Thurs**: 9am–9:30pm; **Fri:** 9am-5pm; **Sat**: 9am-3pm	http://www.lib.drake.edu/site/services/askus.php
Technology	**Wireless network access** is available in the library **Computer Access** is available in the library's Information Commons area	Tech Support - reference@drake.edu
Library Communication	**Library News & Events** • Find out what is new at the library by checking out the News & Events link	http://www.lib.drake.edu/site/newsEvents/
Resource Materials	**Circulation —** library online catalog (http://catalog.lib.drake.edu) • Books are checked out to Undergraduate students for 3 weeks • Graduate students can check out books until the end of the semester unless another patron requests the book. • COPY CARDS (for photocopies and printing at Reference) are available near the photocopiers on the Ground Floor for $5.00	Library Services Associate Lori Brdicko 271-2112 or circulation@drake.edu
	Reserves — located at the Circulation Desk • Faculty may put books, articles, DVDs, or past tests on 'Reserve' for students to check out. The check out times vary from 2 hours (in the library) to 1 week. **E–Reserves** — http://ereserves.lib.drake.edu/	Interlibrary Loan & Material Access Associate Kris Mogle 271-4819
	Interlibrary Loans/Document Delivery— • Requests for books and articles may be placed by filling out online forms: www.lib.drake.edu/site/services/ill.php	Interlibrary Loan & Material Access Associate Kris Mogle 271-4819
	Video and DVD collections — • A selection of videos and DVDs are available for 2 day check out. • VCRs and DVD players are also available in the library for viewing.	Find list of titles by searching the online catalog and selecting "type" as DVD or Videotape
	List of Databases are located at**:** **'Current Journals/Newspaper List'** including electronic journals**:** **RefWorks** - automates the tasks of citing information & creating bibliographies for research papers. Allows you to create your own citations or import from online databases	www.lib.drake.edu/site/databases/ link found at www.lib.drake.edu https://www.refworks.com/refworks
Archival Support	**eScholarShare** - archive your electronic resources & publications at eScholarShare@Drake	Digital Projects Coordinator Claudia Frazer 271-3776