

Requesting Materials Through Interlibrary Loan

Adjunct Faculty members may request that items not owned or available electronically through the Library be borrowed or copied from other libraries through what is known as interlibrary loan. Submit ILL and document delivery requests electronically using the 'Interlibrary Loan' link on the Library web site. Copies of articles are delivered electronically so please include your email address. Because books are shipped by mail, please allow 2-10 business days for materials to arrive.

Faculty in New Castle should plan to pick up interlibrary loans at the main campus or the Graduate Center Library Resource Room. Students enrolled in courses outside of the New Castle area may request that ILL materials be mailed to you at your home or office at no cost to you. Electronic delivery is an option available for articles. Just select Web Delivery as your delivery method on the ILL request form. Be sure to include your email address when placing this request.

<http://www.wilmu.edu/library/illrequest.html>

Contacting the Library

We encourage you to contact the Library in New Castle, Dover, and the Wilson Graduate Center for reference consultations, to make suggestions, to ask general questions, and to request items through Interlibrary Loan.

<http://www.wilmu.edu/library/feedbacklib.html>

A list of library hours, telephone numbers and locations can be found on the Library website @

<http://www.wilmu.edu/library/locations.html>

Robert C. & Dorothy M. Peoples Library

We Help You Learn



Library Guide for Faculty



www.wilmu.edu/library

1-800-451-5724

More helpful QuickGuides are available from the Library website

www.wilmu.edu/library

For further information, please call

1-800-451-5724



Library Guide for Faculty

What is the Library Website?

<http://www.wilmu.edu/library>

<http://www.wilmu.edu/library/facultyservices.html>

What Services are Provided?

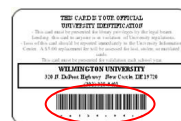
- Library Instruction
- Individual Library Assistance
- Library Reserves
- Faculty Videos & DVDs
- Library Information on Blackboard
- Suggest Library Materials for Purchase
- Interlibrary Loan
- Material Delivery

What Kind of Collection Does the Library Own?

Current total holdings number more than 100,000 items, including over 44,000 books, and bound serials, as well as over 5,000 e-Books and 300 audiovisual materials. In addition, the Library provides access to more than 18,000 print and electronic journals. Access to information is enhanced by more than 35 online databases, many of which are linked to full-text information in journals and reference books. Faculty members also has access to more than 1,000 faculty videos that the Library manages and distributes for instructional purposes.

Borrowing Materials

Faculty barcodes used for borrowing library materials are provided upon pick-up of the Wilmington University ID card. All WU sites now process Faculty ID cards and printing the ID number on the card as a barcode. Faculty should contact their site administrator or the Faculty Development Office for information. Most books, audio tapes, audio CDs, and leisure reading books may be checked out for three weeks. Children's literature, video tapes and interlibrary loan items may be checked out for one week.



What Electronic Databases Are Available?

The Library subscribes to over 35 databases and electronic collections, which are accessible online from the Library website 'Library Databases' link. Off-campus users must login to [WebCampus](#) first. You will obtain your User Name and Password from the Faculty Development Office.

A few of the databases accessible through the Library include: (See the Library website for a full list of Electronic Databases.)

- From Ebscohost: CINAHL with Full Text, PsycInfo, Academic Search Premier, SocIndex, ERIC, etc.
- From Proquest: Criminal Justice Periodicals, Dissertations & Theses, and National Newspapers
- Other databases and online collections include: Lexis Nexis Academic, Westlaw, CQ Researcher, ValueLine, Hoovers Online, D&B Key Business Ratios, Security Management Practices, SBRnet (Sports Business Research) and Regional Business News

Library Instruction

Faculty may ask for library instruction for their students for any course, whether for a general introduction to library services and resources, for a particular assignment, or for information about discipline specific resources. Librarians can provide general instruction, or they can customize a session for a specific course or assignment. Instruction sessions can be done in the library or in the classroom. To schedule an instruction session please fill out the Library Instruction Form, or call the Library.

<http://www.wilmu.edu/faculty/forum/libraryassistance.doc>

Individual Library Assistance

Individual consultation with a Librarian is available. Librarians can provide you with an orientation to the Library, information about our resources and services, and suggestions or reviews of classroom research projects and assignments.

<http://www.wilmu.edu/faculty/forum/libraryassistance.doc>

Tri-state College Library Co-Op

As a member of TCLC, Wilmington University adjunct faculty, with a letter of introduction, may access and obtain borrowing privileges at regional academic libraries. View the list of libraries on the web at:

<http://www.tclclibs.org/members>

Obtain a letter of introduction by contacting the Wilmington University Library.