# RUTGERS
## University Libraries

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## SEARCH IRIS AND OTHER CATALOGS

### IRIS (Rutgers Libraries' Catalog)

Search all Rutgers Libraries for books, videos, media, microforms, and other materials. (Best used with IE 6.x, Firefox 1.x, or Netscape 7.1 or higher.)

### IRIS Quick Search

**FACULTY SERVICES**

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**SEARCH RUTGERS**

library:

SEARCH

**Advanced Search**
**Call Number Search**
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### OTHER LIBRARY CATALOGS

- E-ZBorrow, Pennsylvania Academic Library Consortium, Inc (PALCI)
- JerseyCat
- Camden Law Library
- Rutgers Law Library-Newark
- Center for Research Libraries
- WorldCat (OCLC)

**More Library Catalogs**

## FIND ARTICLES

**Indexes and Databases**
Use these indexes to search for articles on a particular topic.

**How do I find an article on my topic?**
Step-by-step instructions on how to find a journal article on a particular topic.

**How do I get my article?**
Locate an article you have identified.

**How do I know if RU has a particular journal?**
Once you know where an article was published, use these step-by-step instructions to find out if Rutgers has access to that particular journal via **IRIS**.

**Electronic Journal Lists**

Note that some journal titles to which Rutgers has electronic access are not listed in IRIS. If you do not find the journal that you are looking for in IRIS, check these lists.

## FIND ARTICLES WITH SEARCHLIGHT

searchlight

Quick search of major databases

advanced

*Powered by Central Search*

Search all of these databases at once:

- Academic Search Premier
- Business Source Premier
- Medline
- PAIS
- Periodicals Index Online
- PsycINFO
- Web of Science
- WilsonWeb Omnifile

## FIND RESERVES

Reserve materials may be protected by Copyright Law (Title 17 U.S. Code). Further distribution of electronic reserve documents is prohibited.

Connect to: Reserves

Electronic reserve documents are available to Rutgers users at public access workstations in the libraries, in campus computer labs, and PCs connected to the campus network.

Current students, faculty, and staff of Rutgers University may also access electronic reserve documents off campus by **logging-in** to the Libraries website for access to Rutgers restricted resources.

Search the **Mediavision scheduler** (New Brunswick only) for videos scheduled by your instructor on RUTV channel 20.

See also **Electronic Documents on Reserve: A User's Guide**.

See also **Flash E-reserves tutorial** [requires Adobe Flash Player (free version available)].

To place materials on reserve for a course, see **Faculty Services** (instructors only).

## RESEARCH RESOURCES

### Indexes and Databases
Find articles on a particular topic, or search research databases.

### Electronic Journal Lists
Browsable lists of selected electronic journals and government periodicals.

### Electronic Reference Sources
Links to web-based resources for factual information.

### Subject Research Guides
Developed by subject collection librarians, guides providing detailed information on print and online subject resources.

### Tutorials
Links to tools for learning how to use the library and other information resources.

## CONNECT FROM OFF-CAMPUS

The Libraries obtain many indexes, databases, electronic journals, electronic reserves, and other full-text resources through commercial licensing agreements that restrict access to current students, faculty, and staff and all onsite users. Onsite users may gain access, but only current students, faculty and staff of the university may connect from remote locations.
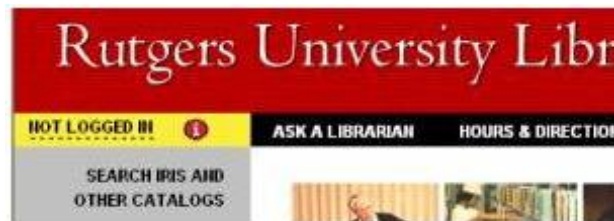
To access these restricted resources from off campus, you must identify yourself as a Rutgers user by connecting to our website in one of two ways:

- If you live in the Camden, New Brunswick, or Newark local calling area, you may wish to dial into the Rutgers modems directly. Once your dial-in connection is set up, you will be able to run a graphical browser such as Netscape Navigator or Internet Explorer and use the Libraries' resources just as if you were on campus.

To set up a dial-in connection, select the appropriate dial-in number and then follow Computing Services' instructions from the Office of Information Technology to Get Online!

- If you normally connect to the Web via a commercial Internet Service Provider (e.g., AOL, NetZero, etc.), you can use the Libraries' electronic resources remotely by logging in with your Rutgers University NetID.

From a Rutgers Libraries' page, just click on the **NOT LOGGED IN** link on the upper left.

Then enter your NetID and Password into the Login box.

Once you identify yourself as an authorized Rutgers' user, you will be able to use most of the Libraries' restricted resources from off campus.

If you have a Rutgers NetID and do not remember what it is you may look it up using the NetID lookup application. If you do not yet have a Rutgers NetID you may create an OIT account and NetID.

## HOW DO I...?

- ...find a book?
- ...find an article on my topic?
- ...get my article?

- …save my citations using RefWorks?
- …know if RU has a particular journal?
- …connect from off-campus?
- …get my PIN?
- …register my barcode?
- …change my e-mail address with the Libraries?
- …renew my checkouts?
- …find an electronic reserve?
- …check my library record?
- …request materials from another RU library?
- …buy a copy card?
- …view articles delivered on the Web?
- …recall a book from another user?
- …order an interlibrary loan?
- …check on the status of my requests?
- …contact a librarian?
- …arrange for a library instruction class?
- …find video or audio information?

Not on this list? Try:

- Site Index
- Search Website

**SEARCHPATH**



Searchpath, a new Libraries service, is an interactive online tutorial about finding and using worthwhile information sources in the libraries and on the Web. Searchpath will help students save time, produce higher quality

research, and get higher grades. Try Searchpath now!

## RefWorks

RefWorks is a Web-based bibliography and database manager that enables you to:

- Organize your research
- Import references from many electronic databases
- Include citations while you write your paper
- Build a bibliography according to different stylesheets (APA, MLA, etc.)
- Create a bibliography in different document formats (Word, RTF, HTML, etc.)

See the **RefWorks FAQ** for more information.

## LIBRARY INSTRUCTION
## AND INFORMATION LITERACY

### Information for Faculty and Staff

Customized class sessions, research guides, and specialized Web pages are among the services. we can offer. Let us help you to incorporate information literacy into your curriculum.

### Learning Tools for Students

Online help is available to help you learn to find and use information efficiently and effectively to complete your research projects. Good researchers save time and make better grades.

### Learning Opportunities for Visitors

Library programs can be arranged for special events, for high school students, for alumni and Friends, and for other groups.
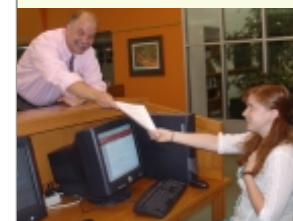
### About Information Literacy

Information literate students can find, evaluate, and use appropriate information with confidence. Find out more about the information literacy program at Rutgers.

## BORROWING

To check out books, request delivery, or book media you first need to register your library barcode and get a library PIN. Fill out a

**Registering with the Rutgers Libraries** online form, or visit or phone the **circulation desk** of any Rutgers library.

- Use your **"MY ACCOUNT"** files in IRIS to:
  - ❍ renew a book,
  - ❍ view a list of your checkouts, requests for Rutgers materials, bills, and media bookings,
  - ❍ change your library PIN number.

**Learn more about the Libraries borrowing policies:**

- Alumni and Community Borrowing Privileges
- Borrowing Privileges: Students, Faculty, and Staff

- Public Services Policy Memo 1: Access to Library Resources and Services
- Public Services Policy Memo 6: Cooperative Access Arrangements

## DELIVERY AND INTERLIBRARY LOAN

Below you will find a variety of options for acquiring items that are not at your local campus library or part of the Rutgers libraries collections.

- Request delivery of Rutgers books that are not in your local campus library by the "Book Delivery/Recall" or "Book Special Request" option in **IRIS**.

- Use E-ZBorrow to request quick delivery of books from over 30 academic libraries.

- Use Interlibrary Loan and Article Delivery Services to request journal articles from any Rutgers University library.

- Book media for preview and classroom use with a **Media Materials - Booking Form**.

- Use **Interlibrary Loan and Article Delivery Services** for materials not in the Rutgers University Libraries collections.

**\*\*\*** Library patrons with outstanding interlibrary and article requests as of August 15, 2007, will continue to receive notification and delivery in the legacy ILL and web delivery systems until they are retired August 30th. **\*\*\***

Learn more about the Libraries delivery options and policies:

- E-ZBorrow: The Pennsylvania Academic Library Consortium, Inc.
- Imaging Services
- Interlibrary Loan Services: Borrowing (Rutgers students, faculty, and staff)
- Interlibrary Loan and Article Delivery Services FAQ
- Interlibrary Loan Services: Lending
- Media Materials Booking Request Service
- Mediavision Cable Cast Request Service
- Rutgers Delivery Service
- Web Document Delivery FAQ

- Public Services Policy Memo 4: Resource Sharing: Interlibrary and Rutgers Request Services

## REFERENCE

### Rutgers Reference Desks Phone Numbers & Hours.
A directory of reference desks where librarians are available to help you with your research.

### Ask a Librarian
Reference assistance via email.

### Collection Development / Subject Specialist Librarians
Who to contact to make an appointment for in-depth research consultations in a particular subject area.

### Electronic Reference Sources
Links to web-based resources for factual information.

- FAQs
- Public Services Policy Memo 2: Reference and Information Service

## FACULTY SERVICES

**RefWorks**

RefWorks is a Web-based bibliographic citation manager which works with most library databases.

**Recently Hired?**

New faculty members in New Brunswick who need to access Library services prior to the beginning of their appointment, to reserve books or prepare for classes, can do so by having their department sponsor them for a Visiting Scholar ID card. Bring a completed ID Card Request Form [PDF], signed by your department head, to University Human Resources, ASB II, Cook Campus. Complete instructions are available at the Rutgers RUconnection Card website.

Faculty members in Newark should contact the Rutgers-Newark Photo ID Office. Camden faculty members should go to the IMPACT Booth in the Camden Campus Center.

Once you obtain your card, present it at any library circulation desk to activate borrowing privileges.

## Reserves

Place materials on reserve for a course by filling out a **Reserve Request Form** (instructors only).

See also:

- Reserve Services, A Guide for Faculty
- Electronic Documents on Reserve: A User's Guide

## Media

Book media for preview and classroom use with a **Media Materials - Booking Form**.

Request cable cast of moving image materials by filling out a **Mediavision Cable Cast Request Form** (instructors only)(New Brunswick only).

See also:

- Mediavision Cable Cast Request Service (New Brunswick only)

## Library Classes

To schedule library instruction sessions for your class, please contact your campus **instruction coordinator** or a **subject specialist librarian**.

See also:

- Information for Faculty and Staff

**Collection Development**

To recommend materials for purchase, please refer to the list of **Collection Development / Subject Specialist Librarians** for telephone numbers and e-mail addresses.

**Reciprocal Borrowing Arrangements**

To borrow from other academic institutions in the Tri-state area, please refer to policies on **Cooperative Access Arrangements**.

**Delivery and Interlibrary Loan**

**Delivery and Interlibrary** Loan services offer a variety of options for obtaining items that are not at your local campus library or part of the Rutgers libraries collections.

**Copyright Information**

Resources on intellectual property, acceptable use, and Rutgers policies may be found on the **Copyright Information Guide**. You may also wish to consult the acceptable uses of Licensed Digital Resources [PDF].

**ABOUT THE LIBRARIES**

**Libraries and Centers**
Links to Rutgers University's twenty-six libraries and centers located on Rutgers' campuses in New Brunswick/Piscataway, Camden, and Newark, as well as RU-Online, a digital library.

**User Services**
Selected guides to library services including imaging and photocopy services, international students, and services for persons with disabilities.

**Library Faculty and Staff Directories**
Contains an alphabetical directory of library faculty and staff, directories of libraries, centers and departments, and a list of collection development/subject specialist librarians.

## Policies and Other Library Documents

Strategic plan; Public service policies; Library facts & figures; Mission and vision statements

## Digital Library Projects

A listing of web-based projects, including three open-access journals published by the Libraries.

## Friends and Support

Learn about our vision for our future, our plans, and our projects. Information is available on opportunities to be a Friend by supporting the work of the Libraries.

## Human Resources

Employment opportunities.

## Staff Resources

Information important to Libraries faculty and staff.

# NEWS AND EVENTS

### News

- Debuting in August - new interlibrary loan system & free Rutgers-owned article delivery pilot program
- Libraries create software system that's adopted by the Library of Congress

### Exhibits

- John DePol's "Intersection: How To Make A Wood-Engraving"
- Lynd Ward's Vertigo: A Graphic Novel of the Depression

- More…

# ALUMNI LIBRARY

Alumni, come see what services we have for you whether you are local
or far away!
**Enter here**