# BOSTON COLLEGE LIBRARIES

*Behind every great university is a great LIBRARY.*
-TIP O'NEILL

## How to Use Course Reserves

Materials on Course Reserves are mostly limited to use within the library for 2 hour periods; a smaller number are available for overnight or three-day loan. The instructor determines the loan period for reserve materials. Although materials are loaned for two hours, students may extend the loan period if no one else is waiting.

Most materials are restricted to use within the library building, however exceptions may be made in order to use the material in the computer labs or in class for a defined period of time. Talk to a Course Reserves staff member for further information about taking materials outside of a library.

A valid Boston College ID is required to borrow course reserve materials in a library while a BC user name and PIN are required for online access. Guest borrowers, such as alumni, may consult course reserve materials in the library but are not eligible for overnight, three-day use or online access.

### Using Course Reserve Material Online (E-Reserves)

Many journal articles, book chapters, lecture notes, sample exams, etc., that are required reading for a course are available online and links to them are included with the books and other paper items on the instructor's reserve lists. Access to the images and files is limited to current faculty, staff and students with a user name and PIN. Documents are delivered as PDF files and are identified on the faculty course reserves list as Internet Online Resources.

Once you identify an Internet Online Resource in the Course/Online Reserves Catalog, click on the line titled View Full Text File (PDF format) and the article will display.

Because Copyright Law (Title 17 U.S. Code) may apply to Online Reserve material, further distribution of electronic documents by a Boston College user is prohibited.

For more information about Course Reserves go to http://www.bc.edu/libraries/services/reserves/.

## The Connors Family Learning Center

The Connors Family Learning Center, located on the 2nd level of O'Neill Library, provides free tutoring to all BC students, support services to students with learning disabilities or Attention Deficit Disorder, and instructional support for graduate students and faculty. For more information about The Connors Family Learning Center see http://www.bc.edu/libraries/centers/connors/.



# www.bc.edu/libraries

## Newton Campus: Experience the Newton Resource Center (NRC)

Located in the basement of Newton Campus's Trinity Chapel, the Newton Resource Center is a 60 seat reading room serving the undergraduate residents of Newton Campus, primarily first-year students. The Center is equipped with computer workstations, network access to Quest, the BC Libraries' catalog, and other databases, a photocopier, fax machine and a selection of current newspapers and journals.

The NRC also houses the majority of O'Neill's circulating books in the A sections and the Z sections of the collection. Requests for the material to be delivered to the O'Neill Library may be made on-line or at any circulation desk.

For more information about the NRC see http://www.bc.edu/libraries/centers/nrc/.

## Streaming Films

The Boston College Libraries are participating in a pilot project with **Films for the Humanities & Sciences**, a provider of educational media. Fifteen films are being streamed during the pilot project all from the O'Neill Media Center collection: *Antigone, Jacques Derrida, Goebbels: Master of Propaganda, Haunted Screen, Weimar Cinema, Africa to America to Paris, Images in Media, James Joyce, The Great Hamlets, Dante's Inferno, Cognitive Development, On Strike, Oedipus the King, Agamemnon, Medea (Kennedy Center Production)*. The license allows for viewing the full film online. The films will be available to the BC community only and will be streamed as RealMedia files, accessible through the library's Digital Objects management tool DigiTool.

## Need Help with Research?

As a result of usability testing, the BC Libraries have made changes to the web site. Library users told us they wanted a logical place to begin their research and also the ability to more easily contact library staff. Now library patrons can begin research with a Subject Quick Start. For in-depth coverage on a topic, use a Research Guide. Find tutorials and answers to frequently asked questions on the How Do I...? page. Still have questions? Email or make an appointment with a Subject Specialist. To begin your research, go to the Boston College Libraries' homepage http://www.bc.edu/libraries and look under **Research Help**.



## E-Mail Access in O'Neill Library

You may have become frustrated when trying to access your e-mail account in the O'Neill Library. Currently not all workstations there have access to e-mail. But there are now more designated workstations in O'Neill Library for accessing e-mail. Go to the Reference Desk on the entry level (3rd floor) to find these locations.