

ibrary Services for Faculty

We often make assumptions about our students' familiarity with research materials, until the quality of an assignment proves otherwise. Have you noticed an increased dependence on internet resources that lack validity? Are your students aware of specialized tools that will help them complete assignments? Would you like your students to become proficient at evaluating information and using appropriate research tools?

Let your library help you and your students...whether on-campus or off-campus.

The amount of information available is staggering, even for those of us who are information junkies! Students are frequently overwhelmed by the sheer volume and types of information, and are unsure of where or how to begin. That's where we come in. Our library instruction is designed to familiarize students with the resources available in the North Central Library and help develop skills that will aid in life-long learning.

LIBRARY and ACADEMIC TECHNOLOGIES division SERVICES:

Library Instruction sessions can be tailored to fit the needs of your class. Topics covered in these sessions may include searching the online catalog for books and electronic books, using periodical and news databases, evaluating sources, comparing popular and scholarly resources, and locating statistical and government information.

Sessions are held in the library at an instructor's request, or may occur in the classroom. Instruction lasts about 45 minutes to an hour; brief instruction is available, as are multiple sessions that involve more complex research. We'll be happy to collaborate with instructors to create assignments directly related to specific course material.

Appointments can be made for day and evening sessions both on campus and at our satellite campuses. Make your appointments early to get the times you need.

Individual research appointments are invited and encouraged for students who would like to gain confidence in their searching abilities and a better understanding of the research process.

The Video collection contains over 1500 quality videos and DVD's to support your instructional needs. Titles may be searched in the online catalog; change collection to Audio Visual, or view list on library home page. Videos may be checked out for 7days.

Laptops and Data Projectors are available to instructors for 24-hour loan.

Technical Assistance is available days and evenings. Training sessions for smart classrooms and Blackboard are offered at the beginning of each semester, or by appointment.

Requests for materials that support the academic needs of your students are encouraged. We depend on your input to help our students succeed!

Apply for Internet Service for dialup, wireless and dorm connection at the library front desk. Please bring picture ID. Applications are available online at <http://lat.ncmich.edu>.



<p>BOOKS in this library/ Electronic Books (Ebrary & NetLibrary)</p>	<p>Use <i>Athena Online Catalog</i> from library home page. http://library.ncmich.edu. Search by Author, Title, Subject or Keyword. The call numbers will help you locate the books on the shelves; register your student/staff ID card as your library card. E-books are accessible from anywhere using student/staff ID and PIN#.</p>
<p>BOOKS in other libraries</p>	<p>Use link to <i>Northland Library Cooperative</i>; click on <i>Regional Catalog</i>. These materials may be secured through interloan. Ask at desk.</p>
<p>PERIODICALS, MAGAZINES, JOURNALS, NEWSPAPERS</p>	<p>The library has paper indexes and online databases that will help you locate articles on a wide variety of subjects. Off-campus access is available. You can find articles published today in a variety of newspapers and journals, or as far back as 1851 (<i>New York Times</i>) which the library has on microfilm. Our periodical holdings are found on the library home page.</p>
<p>GOVERNMENT DOCUMENTS</p>	<p>Check the <i>Government Document Catalog</i> on the library home page to see which types of documents the library receives. Locate them by SUDOC # in the collection. Some of these documents are in <i>Athena Online Catalog</i>, and many have direct web links to the document. <i>Online Government Documents</i> are direct links to government resources & departments.</p>
<p>ALL LIBRARY DATABASES INCLUDING E-BOOKS, ARTICLES AND REFERENCE DATABASES ARE ACCESSIBLE FROM ANYWHERE USING STUDENT/STAFF ID # AND PIN!</p>	
<p>COPY MACHINE LASER PRINTING</p>	<p>You can make copies at our self-serve copy machine or print from each terminal to a laser printer for 5 cents a page. Print on both sides to save paper. Scanning and color printing are also available.</p>
<p>MICROSOFT OFFICE SUITE</p>	<p>Most terminals are equipped with the full range of Microsoft Office Tools. You can research and work on your paper at the same terminal. Print from the terminal or save your work on a disk or CD.</p>
<p>QUIET ROOMS/VIDEO VIEWING</p>	<p>The library has 5 small conference rooms (max. 6 persons) for study, group work, and viewing videos assigned by your instructor. The key is at the desk. Our video list is on the library home page.</p>
<p>LIBRARY INSTRUCTION</p>	<p>Library instruction sessions are conducted for many classes at an instructor's request. Call 348-6715.</p>
<p>BLACKBOARD HELP</p>	<p>You can find expert assistance for using Blackboard by calling 348-6617 or toll-free 866-900-6235</p>
<p>LIBRARY CARDS/ INTERNET ACCOUNTS</p>	<p>All students, faculty and staff are entitled to library cards and Internet accounts. Apply at the library front desk. You may use your picture NCMC ID card. Off campus go to lat.ncmich.edu</p>
<p>QUESTIONS?</p>	<p>Call 231-348-6615, or email library@ncmich.edu</p>