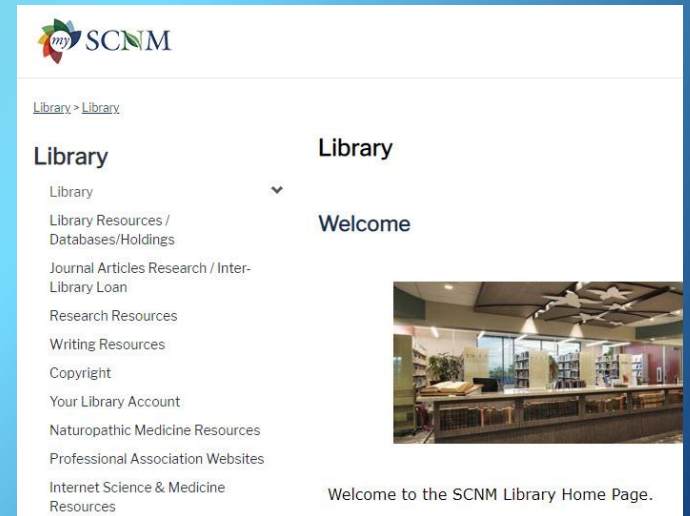
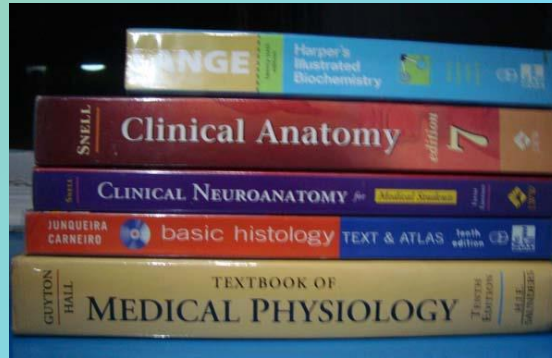


LIBRARY ORIENTATION

WELCOME TO THE SCNM LIBRARY



*Providing the Resources You Need,
Giving You the Power to Succeed.*



PRESENTATION GOAL

OVERVIEW

- Quick 'n' Simple
- General Overview
 - Library features, resources and services
- Feel Free to ask for assistance at anytime
 - One-on-one assistance anytime by request
 - More detailed instruction always available

LIBRARY ORIENTATION

LIBRARY BASICS

LIBRARY ORIENTATION

STAFF

➤ Library Manager

➤ Robert Wilbanks



➤ Library Assistants

➤ Alexis Johnson

➤ Mary Howard Harris



➤ Feel Free to ask for Assistance at anytime

LIBRARY ORIENTATION

HOURS

- Library Staff Hours (Bookroom open)
 - Monday – Friday, 8am – 5pm
- Building Hours
 - Monday – Friday, 7am – 10pm
 - Weekends, 7am – 5pm
- Watch for announced closures
 - Specified weekends, holidays and breaks



LIBRARY ORIENTATION

CONTACT INFO

- MySCNM and Library Catalog
 - Phone: 480-222-9247
 - Extension 247
 - E-mail: library@scnm.edu
- Contact us at anytime



LIBRARY ORIENTATION

LOCATION

➤ Main Library

- Second Floor of the Community Commons (over the Medicinary)



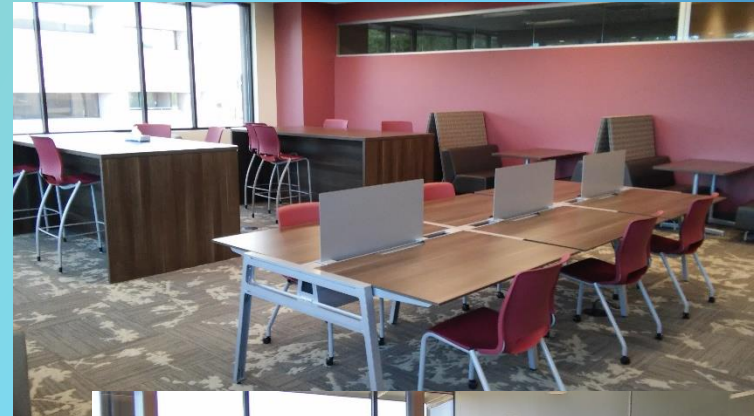
➤ Clinic Library

- Medical Center Student Resource Room

LIBRARY ORIENTATION

FEATURES

- Seating
 - Lounge chairs
 - Individual study desks
 - Group study tables
 - Four group study rooms
- Electrical Outlets
- Wi-Fi



BOOK DROP BOXES

- Community Commons Book Drop **Slot** is located to the far right of the library entrance (end of hall).
- Academic Building Book Drop **Box** is outside the building east side (locker room) entrance.
- *Please do not leave library materials unattended on the Library Front Desk.*



LIBRARY ORIENTATION

GENERAL COLLECTION

LIBRARY ORIENTATION

LOCATION

- General Collection
 - Main Library
 - Book Room
 - Main Stacks
 - Six shelf ranges
 - Open Access



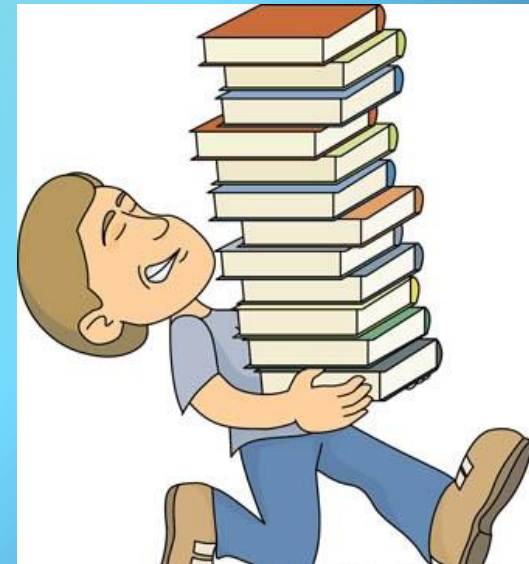
ITEMS

- Count: 6000+
- Item types
 - Books
 - Audio recordings
 - Video recordings
 - Visual aids
 - Flash cards, anatomical models, bone box



CIRCULATION

- Available for Check-Out
 - Student ID required
 - Loan period: 3 weeks
 - Loan limit: 10 items
 - Fines: 50¢ per day
 - Renewals: 2 renewal limit
 - Holds



LIBRARY ORIENTATION

CLASSIFICATION



- Topic organization of collection
- Two systems
 - Primary: [National Library of Medicine](#) (NLM)
 - Secondary: [Library of Congress](#)
- Topic categories
 - Basic sciences
 - Modalities
 - Body functions and diseases



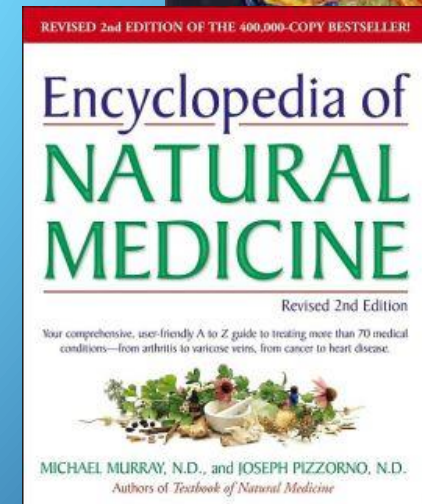
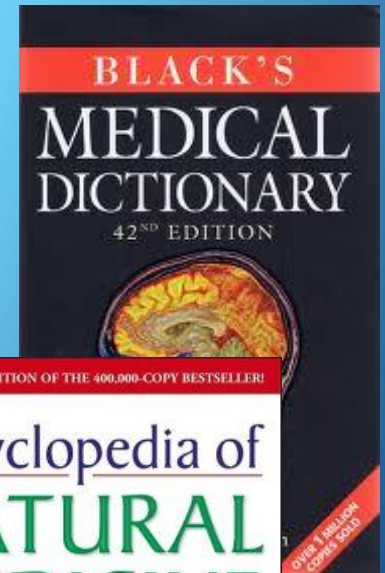
LIBRARY ORIENTATION

REFERENCE

LIBRARY ORIENTATION

DETAILS

- Reference
 - Bookroom: book range against the wall
 - Larger works and publications
 - More for reference use in nature
 - Copies of Required & Recommended Textbooks
- Circulates for 2 hours
 - Overnight use after 3pm
 - Must be returned by 10am next day
 - Library Fines are \$1.00 per hour



LIBRARY ORIENTATION

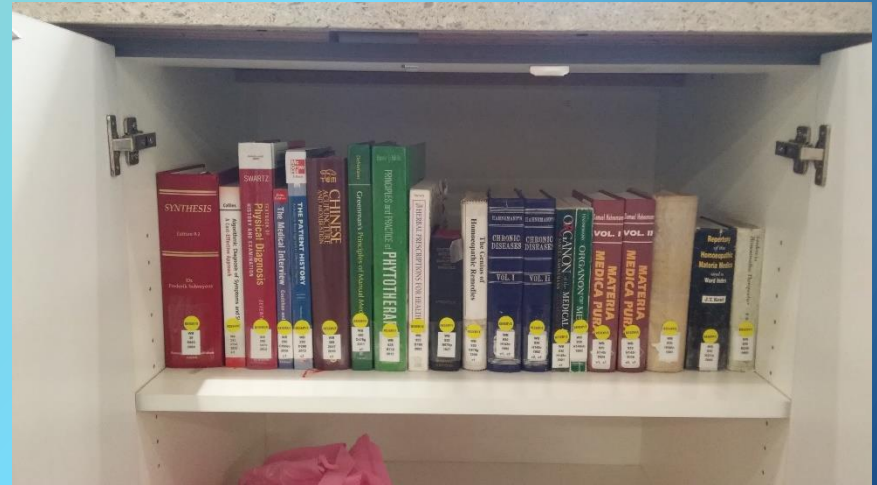
RESERVES

LIBRARY ORIENTATION

DETAILS

➤ Reserves

- Behind Circulation Desk
- Required textbooks only
 - All courses, All terms
- Circulates for 2 hours
 - Overnight use after 3pm
 - Must be returned by 10am next day
 - Library Fines are \$1.00 per hour



LIBRARY ORIENTATION

JOURNALS

DETAILS

- Location
 - Display rack: current issues
 - Recent back-issues under display shelf
 - Older back-issues in Closed Stacks
- Hardcopy and Electronic
- Not available for circulation
 - In-Library Use only



LIBRARY ORIENTATION

COMPUTERS

LIBRARY ORIENTATION

DETAILS

- 7 Personal computers (PCs)
- Student Lounge: 3 PCs
 - Academic Building



- Internet access
- Microsoft Office



COPIER / PRINTER

- Library, CC Common Area, and Student Lounge
 - Printing
 - Copying
 - Scan as PDF to e-mail
 - Faxing
 - Log-in required
 - Student ID #
 - Both username & password

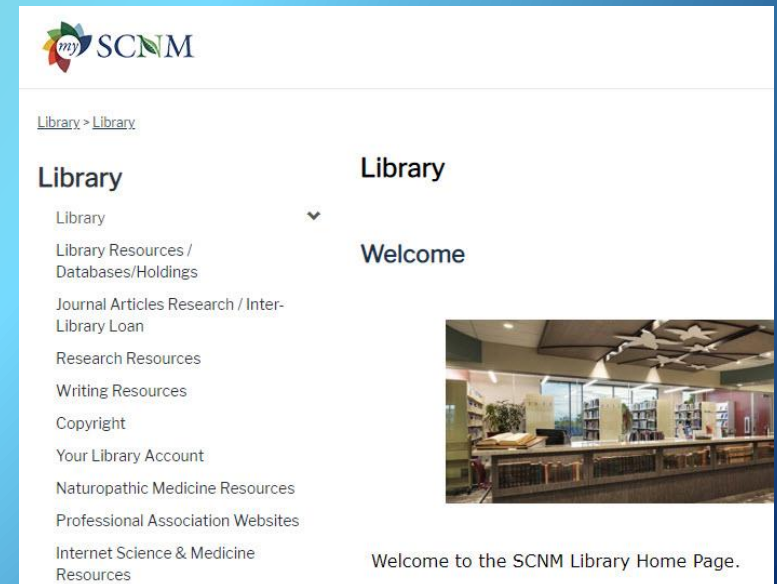


ELECTRONIC RESOURCES

LIBRARY ORIENTATION

MySCNM

- Library Tab
- Links to all information and resources
 - Library news & contact info
 - Library Catalog
 - Databases
 - E-books / E-journals
 - Other Library services



LIBRARY CATALOG

- Searches: Title, Subject, Author, Keyword, etc.
- Books, Journals, CDs, DVDs, etc.
 - Available
 - Place Holds



The screenshot shows the SCNM Library Catalog homepage. At the top, the SCNM logo and 'Library Catalog' title are displayed, along with the college's name. Below this is a navigation bar with links for 'Start', 'Search', 'Lists', and 'My Account'. A 'Useful Links' sidebar on the left contains links to the 'SCNM Library', 'Library email', and 'SCNM Library Homepage'. The main content area features an 'Advanced Search' section with three dropdown menus for 'Title', 'Subject', and 'Word(s)', each followed by a text input field.

LIBRARY ACCOUNT

➤ Review your personal user account

- Items checked-out
- Self renewal
- Check fines
- Save searches

The screenshot shows the SCNM Library Catalog website. The header includes the SCNM logo and the text 'Library Catalog' and 'SOUTHWEST COLLEGE OF NATUROPATHIC MEDICINE'. Below the header is a navigation bar with links: Start, Search, Lists, My Account, Help, and Sign In. The main content area is titled 'Sign In' and includes a 'Hide tips' link. Below this is a 'Sign In Tips' section with instructions: 'Username / Password: Enter your login information and click on the Sign In button. Your Username is your e-mail address. Your Password is your ID # plus last four digits of your phone. For assistance contact the Library.' At the bottom of the sign-in section are two input fields labeled 'Username' and 'Password', and a 'Sign In' button.

➤ Log In

- Username: complete SCNM e-mail address
- Password: student ID # and last 4 digits of phone #

DATABASES

- Education, Research, Diagnosis, Protocols
- Must link through [MySCNM](#)
 - Onsite and Offsite



BATES' VISUAL GUIDE TO
Physical Examination



NATURAL MEDICINES

Formerly Natural Standard and
Natural Medicines Comprehensive Database



iSEARCH

- One-stop search box
 - Searches Core SCNM Library Resources
 - Books
 - Journals
 - Databases
 - Other Online Resources



LIBRARY ORIENTATION

OTHER SERVICES

INTERLIBRARY LOAN

- Journals only
- No charge
- Full article citation and PMID number
- Waiting period
 - Same day to 3 days
 - Plan ahead

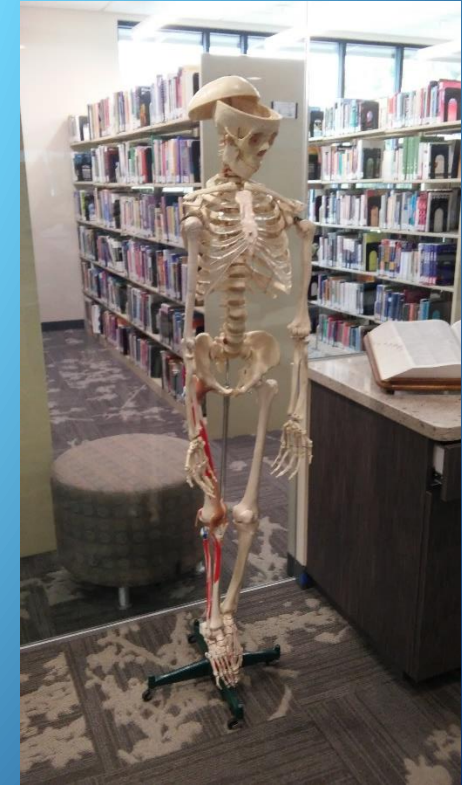


LIBRARY ORIENTATION

WHAT ELSE

MISCELLANEOUS

- In-Library Use Only
 - Skeleton Model
 - Bone Box
 - Acupuncture Figures
 - Headphones
 - Study Rooms Accessories
 - Expo markers, erasers, MAC Connector



MISCELLANEOUS

➤ Weekly Library eNewsletter



SCNM SOUTHWEST COLLEGE OF
NATUROPATHIC MEDICINE
& HEALTH SCIENCES

LIBRARY

Providing the Resources You Need, Giving You the Power to Succeed.

SCNM LIBRARY NEWSLETTER
Tips, Tricks & Tidbits
Winter Quarter 2017, Week 11

LIBRARY OPEN FOR THE BREAK

The Library is always open during any of the between-quarter Breaks; excepting the Fall to Winter Holiday class, or generally getting ready for the next quarter, etc.

The Library will be staffed and operate its normal hours of 8am to 5pm Monday through Friday, but will be

For those of you who are not going anywhere, you are more than welcome to come in and visit us. Get a head start in to check your e-mail, copy or print, research, download data, etc. More seriously, you can do some case reports.

Check out some casual reading materials for the Break. Anything checked out during Finals Week, will be due during the break.



Medical Conditions
Vitamins & Minerals
Food & Nutrition
Botanicals
Supplements
Other Therapies

*Natural
Medical
Protocols
for Doctors*

MISCELLANEOUS

- Facebook Page
 - With news and information



LIBRARY ORIENTATION

MISCELLANEOUS

- Student Mailboxes
 - In the Library copier room



LIBRARY ORIENTATION

CLOSING

OVERVIEW

- Only able to give you a quick overview
- Vast more resources
- Many services
- Other features

LIBRARY ORIENTATION

**COME VISIT THE
SCNM LIBRARY**

WE ARE HERE TO HELP YOU

