Information Services Faculty Guides | Information Services

2018

Faculty Guide 2018-2019

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LOCATIONS

CHARLES E. SHAIN LIBRARY

LOWER LEVEL
- IT Service Desk
- PC Classroom
- Haines Room
- Technology Commons (Visualization Wall)
- Advanced Technology Lab
- Digital Scholarship & Curriculum Center

LEVEL ONE
- Reference Desk
- Circulation Desk with Course Reserves
- Interlibrary Loan Office
- Research Commons
- Davis Lab
- Blue Camel Cafe
- Collaboration Rooms
- Living Room
- Chu Room

LEVEL TWO
- Special Collections and Archives
- Media Services
- Study Rooms
- Reading Room
- Academic Resource Center
- Collaboration Rooms

LEVEL THREE
- Reading Room
- Staff Training Room
- Dilley Room
- Collaboration Rooms

GREER MUSIC LIBRARY

LOWER LEVEL of CUMMINGS ARTS CENTER

CONNECTICUT COLLEGE

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2018-19

INFORMATION SERVICES PROVIDES

OUTSTANDING HELP TO OUR FACULTY

Information Services is an integrated library and information technology organization that oversees the libraries, instructional technology, telecommunications, networks and computing services. We support digital scholarship projects and instructional technology for teaching and learning. The libraries house computer labs, high-tech classrooms, and quiet reading spaces.

Faculty are welcome to utilize the Charles E. Shain Library which houses the Digital Scholarship & Curriculum Center and the Linda Lear Center for Special Collections and Archives, as well as the Academic Resource Center. The Greer Music Library is in the Cummings Arts Center.

Important services available to faculty...

The **Charles E. Shain Library** holds nearly 500,000 books, 11,000 e-journals, 200,000 government documents, and over 1,000,000 e-books. Consortial arrangements with Trinity College and Wesleyan University expand access to 2.2 million volumes. *OneSearch* is our shared catalog that facilitates easy borrowing between colleges.

Faculty have access to millions of books through **CTW and interlibrary loan** and may borrow books for the entire academic year. For article and book chapter requests, or materials unavailable in CTW, faculty can request an interlibrary loan. For information on CTW and ILL, contact **Emily Aylward (eaylward@conncoll.edu)**.

Shain Library will place library books, video tapes, and DVDs on **Course Reserve**. For help with placing items on reserve, contact **Bridget Pupillo (bjpup@conncoll.edu)**.

Research and Instruction Librarians provide a variety of services that will enhance learning through class instruction and individual research appointments. Your library liaison can create online research guides tailored to the requirements of your course. For more information or to schedule a research session for your class, contact **Jessica McCullough (jmccull1@conncoll.edu)**.

The **Linda Lear Center for Special Collections and Archives** works with faculty to connect students to rare and archival materials and engage them in primary source research. Contact **Lear Center staff (learcenter@conncoll.edu)** to discuss ways of integrating these unique, engaging materials into your courses.

The **IT Service Desk** provides computer technical support, hardware troubleshooting, and support for all standard software packages used at the College including email. To submit a ticket, go to **http://webhelpdesk.conncoll.edu** and login with your network user name and password. The IT Service Desk is located on the lower level of the Shain Library.

Moodle is Connecticut College's Learning Management System. Faculty can use Moodle to deliver course materials including text, audio and video, post grades, and communicate with students. For help with Moodle, contact **Diane Creede (decre@conncoll.edu)**.

Reference Desk	Circulation Desk	IT Service Desk	Special Collections and Archives	Digital Scholarship & Curriculum Center	Greer Music Library
Reference librarians provide research help to the community. Private research consultations available.	Check out books, access course reserves, and find interlibrary loan and CTW requests.	Support for all your computer needs including hardware repair and reduced pricing on MS Office and Adobe Suite.	Collections include more than 21,000 volumes, manuscripts, photographs, and prints.	The DSCC provides multimedia production equipment, as well as digital scholarship support.	Greer contains more than 11,000 books, 19,000 scores and 20,000 recordings.
860-439-2655	860-439-3005	860-439-4357	860-439-2654	860-439-2729	860-439-2711