

Welcome to



Public Service Departments

<http://library.louisiana.edu/>

1st FLOOR Call Numbers: H, J, K, Z

iLink Online Catalog <http://library.louisiana.edu/>

iLink is the library's online catalog and includes holdings for books, periodicals (magazines or journals), newspapers, manuscripts, videos, sound recordings and some state, national and international documents owned by the library. ***iLink*** terminals are located on each floor near the circular stairwell. For more information on searching ***iLink*** refer to the blue handout titled "***Welcome to iLink***" or ask for assistance at the Reference Desk.

CIRCULATION DEPARTMENT <http://library.louisiana.edu/Circ/>

482-6025

Materials may be checked out at the Circulation Desk with a valid university ID card. Circulation period for books is three weeks. Renewals and holds are available in the department. Fines for overdue library books are 25 cents a day after an initial three-day grace period.

RESERVE COLLECTION <http://library.louisiana.edu/Resv/>

482-6025

Located in the Circulation Department, the Reserve Collection contains books and materials that are reserved for class use by instructors. Materials are arranged by course name and number, and must be returned within a certain time period, usually two hours. Valid university ID cards are required to access these materials. Copies of previous course examinations are also available here as well as the university budget.

AV/Multimedia Stations - provides connections for 28 multimedia workstations. Headphones are available for checkout at the Circulation Department.

Copy Centers – cash and Cajun Card copiers are available in the 1st and 2nd floor copy centers at 5 cents per page. An oversize copier is available on the 1st floor for 10 cents per page.

STEP (Student Technology Enhancement Program) Lab <http://library.louisiana.edu/STEP/>

This 60+ PC lab is available to students throughout library hours and provides access to the library's web databases, Internet access, word processing, spreadsheet, and other software; printing is free (50 pages/day/student limit); student aids are available for technical assistance.

INTERLIBRARY LOAN DEPARTMENT <http://library.louisiana.edu/ILL/>

482-6035

The InterLibrary Loan (ILL) Office is adjacent to the Reference Desk. ILL borrows or obtains copies of library materials not owned by Dupré Library, as well as lending copies of Dupré Library materials to other libraries. Users must register with ILLIAD to use ILL; applications and instructions are available electronically at the ILL web site.

MICROFORMS**482-1191**

Microfilm and microfiche are common formats of back issues of journals and newspapers; copy machines are available.

REFERENCE DEPARTMENT <http://library.louisiana.edu/Ref/>**482-6030**

The Reference Desk is staffed by librarians who are available to provide instruction and guidance in the use of library information. Reference materials include general and specialized dictionaries, encyclopedias, periodical indexes/databases, directories, maps and atlases, bibliographies, instructional handouts, and pathfinders (research guides) on specific topics.

Reference Online Center <http://library.louisiana.edu/Ref/Databases/>**482-6030**

24 workstations provide access to the library's online databases and iLink catalog; these workstations are designated for researching only the library's electronic resources. Networked printers available (50 pages print limit per day). For assistance ask at the Reference Desk.

U. S. Government Information <http://library.louisiana.edu/Gov/>**482-6030**

This collection consists of books, reports, journals and magazines, pamphlets, posters, maps, atlases, CD-ROMS, and videos published by the US Federal government. Subjects include social and political issues, demographics, law, science and technology, health, the environment, business, and international trade. **MarciveWeb DOCS**, the online catalog for searching government documents (post-1976), is available; inquire at the Reference Desk for further assistance.

BIBLIOGRAPHIC INSTRUCTION LAB <http://library.louisiana.edu/Bib/>**482-6024**

This fully-automated lab provides hands-on library assistance to faculty, staff, and students; instructional sessions offer basic orientation as well as evaluating and navigating specific databases to specific research needs.

2nd FLOOR Call Numbers: L, M, N, P, Q, R, S, T, U, V**DIRECTOR'S OFFICE****482-6396**

Provides overall responsibility for the administrative, technical, and public services of the library.

3rd FLOOR Call Numbers: A, B, C, D, E, F, G**SPECIAL COLLECTIONS** <http://library.louisiana.edu/Spec/>**482-6031; 482-5702****Louisiana Room, Southwestern Archives and Manuscript Collection, Rare Book Collection**

Materials from this department are available through the **Jefferson Caffery Louisiana Room**.

Holdings include printed material, maps, microforms, video and audio tapes, personal and family manuscripts, business and organizational papers, newspapers, and photographs. Subjects with a focus on Louisiana include Cajun and Creole culture, genealogy, law, agriculture, the oil industry, local and state history, women, architecture, education, and politics. Special Collections materials do not circulate, and the stacks are closed to browsing. A valid ID is required to use these materials.