

Science @ C-Level

Special Summer Issue

Reserves—Fall Deadline Approaching

Faculty, instructors, and teaching assistants on the Homewood campus—take note, the fall semester will soon be upon us. Do you have your list of course reserve materials ready to send to the library?

The easiest way to submit your library reserve materials is to e-mail your syllabi and course reading lists to reserves@jhu.edu. Make sure to include complete contact information for yourself, and complete citations for all of the readings.

The recommended deadline for receipt of fall semester reserve requests is August 15, 2003.

What kinds of materials can be made available for course reserves?

- Published books
- Excerpts of books
- Journal articles
- Government documents
- Course syllabi, exams, and homework solutions
- Videos, DVDs, CD-ROMs, and audio material

How is the material provided?

Published books are available at the M-level circulation desk to users with J-cards or other JHU-issued ID's. The instructor chooses the loan period from the following options: two hours, two hours with overnight, 24 hours, three days, and one week. Students may take print reserve materials outside the library.

Reserve books are assembled from the library's existing collection, or purchased new and added to the collection. Personal copies of published books may also be used, if no other copy is readily available. All books are searchable from the library's catalog. Reserve lists are also searchable from the catalog by course instructor or course number, as shown in the screen shot above.

(Continued on page 2)

JHU Libraries

JHU Catalog Search

Search History

Reserves

Borrower Info/Book Renewals

Interlibrary Loan Doc Delivery

JHU Library Locations

Basic Keyword

Advanced Keyword

Alphabetic

From the Reserves button within the catalog, print and audiovisual material can be found by course number or instructor last name.

Select the reserve location to search:

Select a search type:

Enter your search terms here:

Submit Search Start Over

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Science @ C-Level

Science @ C-Level is produced by the MSEL science and engineering librarians for faculty, graduate students, researchers, and staff of the Whiting School of Engineering and the Krieger School of Arts and Sciences.

Our goal is to provide information about library products and

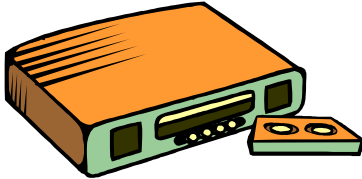
services of interest to the scientists and engineers on the Homewood campus.

Have questions about how the library works or want to know more about a product? Let us know; our contact information is on the back page.

Our online edition is the version of record and can be found at <http://www.library.jhu.edu/rsd/whatsnew/sciencenews.html>.

(Reserves—continued from page 1)

Book excerpts, journal articles, exams, lecture notes, homework solutions, and syllabi are made available in electronic format from the Reserves web site. To access the material on the Reserves web site, students must be connecting from a JHU computer or they must set up their computer for remote access (<http://www.library.jhu.edu/rsd/getit/remotearchive.html>).



Videos, DVDs, CD-ROMs and audio material can be put on Reserve.


Can videos and other such items be placed on Reserve?

Yes. Videos, DVDs, CD-ROMs, and audio materials placed on reserve are made available at the Audiovisual Center on A-level, and circulate for four hours. These materials must be used on site and may not leave the building. Audiovisual materials are also searchable through the catalog.

How long do items stay on reserve?

Reserve staff disassemble the reserve collection at the end of each semester to make room for materials for the upcoming semester.


The use of information in all environments, including within educational and research institutions, is governed by copyright or intellectual property law. Questions about library reserves and copyright should be addressed directly to the **Reserve Services Supervisor, Abby Collier**, at acollier@jhu.edu.

FIND IT 

For Electronic Reserves start from the library's homepage
<http://www.library.jhu.edu>
Look under the "Find It" box

Electronic Reserves

- Readings
- Exams
- Notes
- Submitting Course Reserves Lists



Online submission forms, policies, and additional information are available on the Reserves website at <http://reserves.library.jhu.edu>.

The recommended deadline for receipt of fall semester reserve requests is August 15, 2003.

Electronic reserves include PDFs of journal articles, exams, homework solutions, and other materials.

Stories From the Field: A Librarian's Perspective



Don't wait to call your librarian; we're here to help you.

Engineering librarian Liz Mengel reports that "Several weeks ago I received an e-mail from a graduate student. The student was having problems locating an article, and had spent several weeks trying to track it down.

Within just a few minutes I was able to identify the

problem: the citation was incorrect. As a matter of fact, the journal title, volume, and page numbers were wrong, and the author's name was misspelled!"

The moral of this story is—please don't spend more than 15 minutes trying to find something. Call your librarian so we can save

you time.

Our job is to help you find the information you need to do your research. We are trained to find information, and we really like to help you!

So the next time you run into a sticky citation—save yourself some time; give us a call!

Your Class Assignments Are Important...

...so you want them to be as effective as possible.

Undergraduates come to the librarians with a variety of questions about their assignments. Their confusion can be caused by anything from an incorrect citation to the fact that the library has only one copy of an item and it's checked out.

You're ready to hand out the next assignment to your class. Have you:

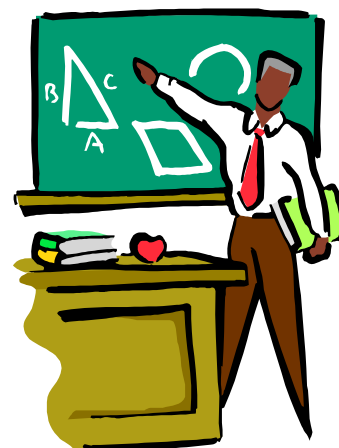
- ♦ **verified** (or asked your librarian to verify) all the pieces of the resource, such as author, article title, journal or book title, volume number, etc.?
- ♦ **checked** the library catalog to make sure that the library owns the items that you've listed?
- ♦ **given** your students an idea about what kinds of materials you would like them to use—only scholarly journal articles? Or books, handbooks, and other resources as well?
- ♦ **suggested** particular databases, if you have preferences? Not sure? Ask your librarian for suggestions (for example, Web of Science is good for tracking lines of research but can be complicated for undergraduates to understand; BIOSIS covers life sciences; GeoRef covers Earth Sciences; etc.).

- ♦ **referred** your students to the library's guide about citing print and electronic sources correctly? The guide is under **USE IT** on the library's home page, entitled "**Use it Accurately**" (www.library.jhu.edu/rsd/useit/cite/index.html).

- ♦ **MOST IMPORTANT**, have you put your materials on Reserve to ensure that all of your students have an equal chance to use the information? [See *article on page 1 for more on Reserves.*] Recommending a book or journal article to a class without placing it on reserve often results in "information evaporation," and that's not fair to your students.

To put items on Reserve, simply e-mail your syllabus or course readings list to reserves@jhu.edu. They will make sure that the materials are made available to everyone.

Finally, we know that finding, using, and evaluating information from the vast array of resources available can often be difficult for students. Always remember that your librarian is here to help. Please don't hesitate to give us a call.



Working with your librarian can ensure the library material your students need to complete their assignments is available.

Don't forget to put material on Reserve so that all of the students in your class can have access to the material you want them to use.

PsycINFO and PsycARTICLES—Bold New Look

The psychology databases **PsycINFO** and **PsycARTICLES** now have a new look with much more user-friendly interfaces. The two databases sound alike, but there are some important differences.

PsycINFO (1887-present) is one of the best indexes for locating professional literature in psychology and the related disciplines of medicine, psychiatry, sociology, pharmacology, and physiology.

PsycARTICLES is the

database of the American Psychological Association's (APA) full-text journal articles.

When searching PsycINFO, links to journal articles from PsycARTICLES will appear as **Linked Full Text** on the list of search results. PsycARTICLES can also be searched apart from PsycINFO if you are looking a specific APA journal article.

Keep in mind that coverage

dates for individual journals in PsycARTICLES vary, but in general, the dates are 1998-present. To see the titles included in PsycARTICLES, please visit: <http://www.apa.org/psycarticles/covlist.html>.

While the look has changed, the databases can still be accessed on the MSE Library's website under **Articles and More**.

Have more questions? Contact your librarian.



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What We Can Do For You

Library Instruction

Hopkins librarians provide a range of library instruction for your students.

- **Point of Service**—provided at a reference desk. The strength of this method is that it is “just-in-time.” However, students are often frustrated and short of time when they finally ask a librarian for help.
- **Orientation Sessions**—librarians provide an overview of the library’s products and services. These types of sessions are great for graduate students who can immediately apply what they learn to their research. But, these sessions can overwhelm undergraduates, especially at the beginning of the semester when they have no specific assignments on which to apply what they’ve learned.
- **Course-integrated Instruction**—teaching is within the context of an assignment. Students must find information to complete the work. This type of assignment comes in many forms and involves varying degrees of collaboration between faculty and librarians. This method’s strength is the mix of “just-in-time” and the contextualization of the assignment.
- **Curriculum-integrated Information Instruction**—information literacy skills are interwoven with the mastery of subject content. The challenge of this method is that it requires a strategic, system-wide approach to information literacy and a high degree of faculty-librarian collaboration.

Upcoming issues of *Science @ C-Level* will provide specific examples of how faculty and librarians have worked together to address common student learning objectives.

Did You Know...

- New faculty or graduate students can call their librarian to arrange a library overview. It can help save time.
- You can have your library notices sent to you via email. Sign up through the library catalog at <http://catalog.library.jhu.edu>.
- A color copier is available in the library on A-Level across from the Government Publications Information desk. Cost per page is 75 cents.
- By your request: the printed list of alphabetical science and engineering journals has been updated. It is available on the bookshelf behind the Science Information desk.
- Your librarian is always happy to make office calls. If you have questions about using a library product, tell us and we’ll come by and provide help.
- **Who are we?** We are dedicated, service-oriented professionals who have a master’s degree from an accredited school of library and information science and years of experience working in research libraries.



We’re Online!!

<http://www.library.jhu.edu/rsd/whatsnew/sciencenews.html>