

Library Services for Graduate Students

Circulation of Library Materials: The loan period for graduate students for books and most other materials is the entire semester, but the books can be recalled after 21 days if not renewed. Books must be physically brought in to be renewed at the end of each semester. DVDs, and videorecordings circulate for three days.

Dissertations and Theses: A common request from grad students is to see theses and dissertations written by previous Georgia Southern graduate students. These are cataloged and shelved by subject just as the books are, so there is no one place in the Library to look for them. However, you may search by keyword and add the words “thesis”, “dissertation”, or “etd” and identify them that way. For additional assistance go to <http://library.georgiasouthern.edu/libref/dissertationabs.pdf>.

Document Delivery for Distance Learners: students who take all of their classes online or off campus and who live 30 miles from Statesboro may request books and articles be sent to them. Contact: **Cynthia Frost**, (912) 478-5405 or e-mail cjfrost@georgiasouthern.edu or the ILL Office at ill@georgiasouthern.edu.

Eagle Source: This provides lists of helpful research resources by discipline with descriptions. It can be found on the left side of the Henderson Library Home Page or go to <http://library.georgiasouthern.edu/eaglesource/>.

Faculty Authorizations: By filling out our Faculty Authorization forms, faculty may give their graduate assistants permission to check out materials in their names. Contact: **Debbie DeVage**, (912) 478-5647 or e-mail ddevage@georgiasouthern.edu or Marjorie Gay, (912) 478-5647 mgay@georgiasouthern.edu

GIL Express: GIL Express is a service of the University System of Georgia (USG) libraries – 35 in all. After searching the USG Universal Catalog, faculty, staff, and students may request books from any USG library. The books usually arrive at our Library in two days and are loaned for 28 days with two renewals allowed. There are no overdue fines, but a few libraries do charge recall fines and faculty as well as students are blocked at all USG libraries (including their own) if they allow materials to become overdue. Books borrowed through GIL Express can be returned to any USG library. Unlike Interlibrary Loan, books may be borrowed through GIL Express whether they are for research or not.

Contact: Contact: Debbie DeVage or the Circulation/Reserve Desk, (912) 478-5647 or e-mail ddevage@georgiasouthern.edu, Fred Smith email fsmith@georgiasouthern.edu (912) 478-5405 or Cynthia Frost (912) 478-5405 or e-mail cjfrost@georgiasouthern.edu or the ILL Office at ill@georgiasouthern.edu

Group Study Rooms: Three group study rooms located on the first floor are [reserved](#) for use by graduate students only. Go to the Circulation/Reserve Desk on the second floor to check out a key to unlock them.

Information Literacy Instruction

The Information Services Librarians offer many classes on both information searching and software applications. They specialize in course-based, assignment-focused instruction, customized according to the needs of the students. They also offer drop-in workshops, listed at <http://library.georgiasouthern.edu/workshops.html>.

Interlibrary Loan: Almost any book or article may be borrowed. Average turnaround is about a week, and there is no charge. The Henderson Library uses ILLiad for its interlibrary loan and document delivery services. The link to ILLiad is on the left side of the Library's home page. There is a one-time registration. After registering, faculty, staff, and students can make requests, see the status of current requests, access electronically received documents, request renewals, and see a history of all their requests. In most cases, copies of articles will be delivered electronically. We ask that ILL requests be for materials to support Georgia Southern teaching or research. The FAQ includes instructions for faculty to make additional "shared" accounts when they ask student assistants to make their ILL requests. Please call the ILL Office at (912) 478-5405 or email ill@georgiasouthern.edu with any questions.

Learning Commons: The Learning Commons is a dynamic and active feature of the Library's efforts to meet the needs of the university community. In order to facilitate the creation of a learning commons, the following principles have guided the planning for the reconfiguration of the existing Zach S. Henderson Library building and the addition:

A Place for Active Learning · A Place Designed to Put Users First · An Adaptable Place · A Functional Place · A Borderless, Integrated, Efficient Place · A Place Where Noise is Managed · A Safe and Secure Place

For more information about the Learning Commons go to <http://gasouthernlearningcommons.pbwiki.com>

Reference Help: When you begin work on a major paper, thesis, or dissertation, it's always a good idea to confer with a Reference Librarian for the best approach to sources and search terms. In addition, the reference librarians have subject specialties. If you would like, you can make an appointment with the reference librarian for your discipline to discuss your research. They can also help grad students with difficult citation problems. The subject specialists for your area can be found by consulting Eagle Source. Additional information is also available at <http://library.georgiasouthern.edu/libref/ISLibrarians.pdf> or <http://library.georgiasouthern.edu/libref/imref.html>.

Zach's News: Keep an eye on <http://zachsnews.edublogs.org/> for updates on the newly expanded and renovated library building, as well as new resources and services. You could simply bookmark this page, but we encourage you to make use of the e-mail subscription option and/or the RSS feed option which are both located near the bottom, right side of this page.