Instruction
Teaching research skills is necessary to prepare students to manage the world of information. Librarians will work with faculty to create individualized instruction sessions for their classes. We can make suggestions for assignments and recommend appropriate (and available!) resources. See the link, call 373-3839 or stop by the Information Desk.  (http://www.parkland.edu/library/instructionrequest.html)

Research Databases
The Library subscribes to many databases that are collections of articles from credible academic publications and journals. Students, faculty and staff can access these on or off-campus. Most databases allow you to create permanent links to articles, allowing you to link from Angel or a course web page. Need help choosing or using a database? Call 373-3839 or stop by the Information Desk.

Access off-campus is by your Novell login and password (for your students it is their Parkland email login and password – another reason for them to set up and use their Parkland email account!). (http://www.parkland.edu/library/researchdbs.html)

Library Assignment Service
We will provide professional consultation to help you develop a successful library research assignment, make sure that the information you and your students need can be found through the Library Catalog or other available resources, confirm whether specific sources listed on an assignment can be found in the Library or at nearby local libraries, recommend putting specific items on Reserve at the Service Desk if our resources on the subject are limited, and/or test the library research component of the assignment from a user's point of view. To use the service, contact a librarian at 373-3839 or library@parkland.edu.

Collection Development
Does the Library need a specific resource to assist your students in their assignments? Do we need to update the collection in a particular area? We’d like to hear from you! If you have a suggestion for a specific item, or just want to tell us “we need more (or newer) materials on…” please let us know. (http://www.parkland.edu/library/onsugg.html)  or contact your librarian liaison (http://www.parkland.edu/library/LLP_Policy.html)
Reserves
The Library does not buy textbooks! If you would like to place a course text, answer book, video or additional readings in the library for limited checkout or in-library-only use, we offer Library Reserves services. Use the form (http://www.parkland.edu/library/reservesform.html) or stop by the Service Desk. You can have articles placed on “Electronic Reserve” so that students can access them online – either on or off-campus. You need to obtain copyright clearance for articles – doesn’t take long! Contact library@parkland.edu or 373-3839 for account login.

Library Catalog
Looking for books and videos? Use the Parkland Library Catalog: www.parkland.edu/library > Library catalogs > Parkland Library catalog. If you don’t find it here, click on…

… I-SHARE
Want access to the book resources of 76 libraries? You’ve got it! We belong to the I-SHARE network, which includes UIUC, SIU, NIU and more. You can request books be sent here (your students can, too) from these libraries. Check “MyAccount” to see what you have checked out and the status of your requests.

What periodicals does the Library own?
Use Journal Finder (www.parkland.edu/library > Articles & Databases > Journal Finder) to see what we have, both in paper and through our many databases.

Advance Booking of videos/ DVDs
Want to show a video in class on a specific date? Submit the Advance Booking form and it will be pulled a week prior to that date (so that it can’t be checked out by someone else) and will be available for you to pick up. (http://www.parkland.edu/library/advance_booking_form.html)

Interlibrary Loan
What if what you want isn’t available on I-SHARE? Or the journal article isn’t available in our databases? We can borrow books or obtain copies of articles from many other libraries beyond the I-SHARE system. It generally takes about 2 weeks for an item to arrive. (http://www.parkland.edu/library/ill_request_form.html)

Library Classroom has 24 workstations, LCD projector, document camera, DVD player and VCR. (http://www.parkland.edu/library/classroom.html)

Group Study Room
Contact Information Services (373-3839) to schedule our group study room for student conferences, working with small groups of students, etc. Encourage your students to ask about using the Group Study Room when you give group assignments. You can also reserve a study table or two anywhere in the Library for group work.

Calculators and Laptops
Students can check one out at the Service Desk. We have TI83s for 3-hour checkout (not overnight). Laptops check out to students for 3 hours for in –library use only.

Kindles, iPad
Check out from the Service Desk.; 2 week checkout. We’ll even add a book to the Kindle if you tell us in advance!

Questions?
Call us: (217) 373-3839 Email us: library@parkland.edu Stop by!