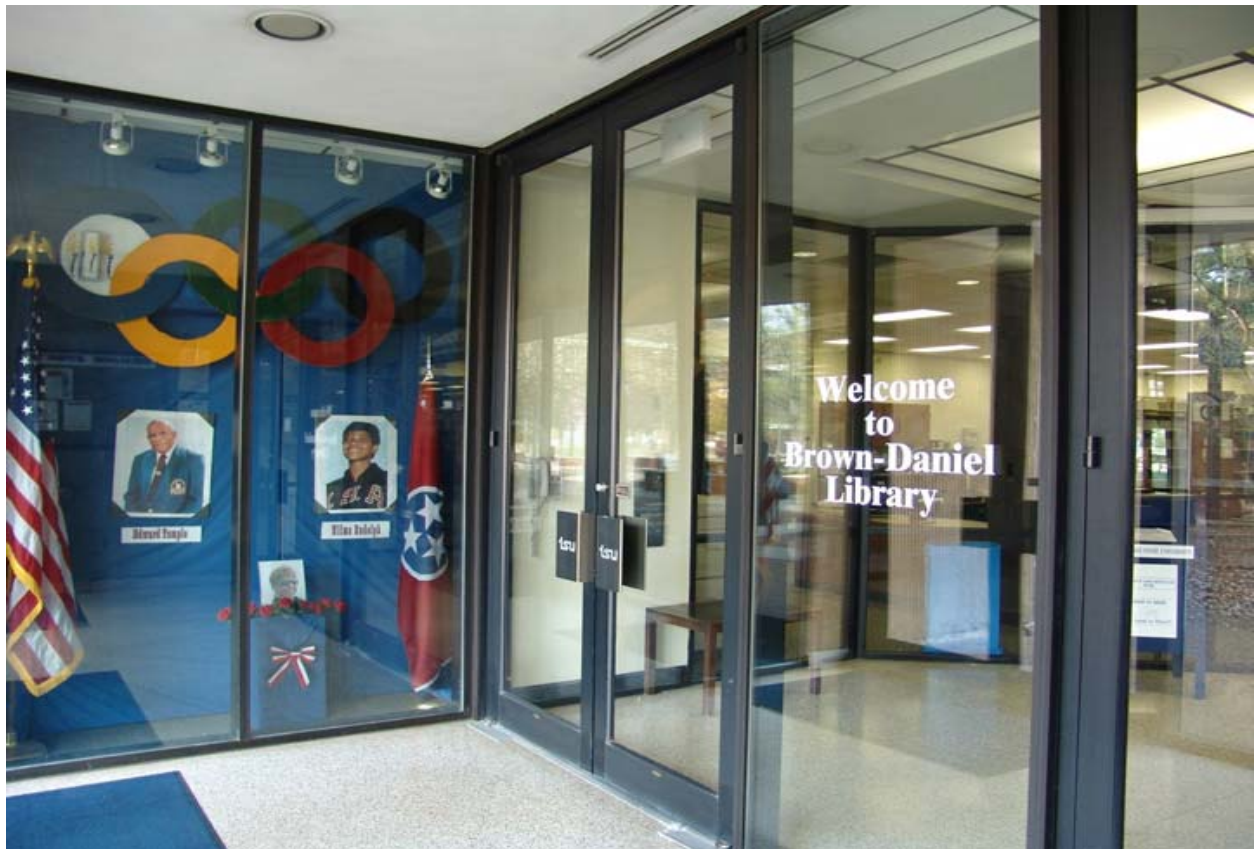


TENNESSEE
STATE
UNIVERSITY

BROWN-DANIEL
LIBRARY

NEW GRADUATE STUDENT LIBRARY ORIENTATION



- **Hours & Description of Standard Services**
- **TSU Website**
- **Selected Resources & Services**
- **Electronic Reserves (Docutek)**
- **Interlibrary Loan (ILLiad)**
- **Contacts**

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MONDAY – THURSDAY		7:30 A.M. – 11:45 P.M.										
FRIDAY		7:30 A.M. – 4:30 P.M.										
SATURDAY		10:00 A.M. – 6:00 P.M.										
SUNDAY		2:00 P.M. – 11:45 P.M.										
<p><u>CIRCULATION & RESERVES</u> <u>963-5064</u></p> <p>The Circulation and Reserves Desk is located on the first floor of the Library. Staff can assist you in locating and borrowing materials and placing holds on items currently checked out. Loans are for a 3 week period and you may checkout up to 20 books. A valid TSU I.D. Card is needed to borrow any materials. Your professor may elect to place hard to find materials on Docutek which can be accessed 24/7.</p>	<p><u>REFERENCE DEPARTMENT</u> <u>963-5201</u></p> <p>The Reference Desk is located on the 2nd floor of the library. Reference Librarians can assist you locate materials, search databases and assist you in researching topics</p> <p>Database tutorials are available via our library website. Reference Librarians also provide information literacy instruction to classes or by appointment.</p> <p>Reference staff would be happy to show you several features and capabilities in our subscription databases, e.g. save search histories, search alerts, etc. You may call for an appointment.</p>	<p><u>INTERLIBRARY LOAN</u> <u>963-5206</u></p> <p>You may request materials not found in the Libraries via the ILLiad Interlibrary Loan system. An online link to this system is found on our website. Each user must register to establish a username and password to use ILLiad. Photocopies of articles can be received within 24-hours. Books and other monographs may take up to 1-2 weeks. All registered users can track all of their transactions online.</p>										
<p><u>SERVICE TO DISABLED USERS</u></p> <p>The Circulation and Reference Departments have computer workstations to accommodate disabled users on the 1st and 2nd floors. Please check at the Reference Desk and Circulation Desk for more information.</p>	<p><u>XEROX COPY SERVICES</u></p> <p>Self-service copiers are located on the 1st and 2nd floors. Copiers operate on cards and cash. A card dispensing machine is available on the second floor.</p>	<p><u>SPECIAL COLLECTIONS</u></p> <p>Special Collections and Archives includes African American books, digital resources, bibliography of the Afro-American Culture & History Conference, official publications, student publications, brochures, minutes, photographs, and other materials relating to the University. Special Collections is located on the third floor. Reference services are available from 7:30 a.m. – 5:00 p.m.</p>										
	<p><u>OTHER IMPORTANT PHONE NUMBERS</u></p> <table> <tr> <td>Administration</td> <td>963-5211</td> </tr> <tr> <td>Collection Management</td> <td>963-5230</td> </tr> <tr> <td>Electronic Resources</td> <td>963-5226</td> </tr> <tr> <td>Avon Williams Campus Library</td> <td>963-7187</td> </tr> <tr> <td>Media Center</td> <td>963-5743</td> </tr> </table>	Administration	963-5211	Collection Management	963-5230	Electronic Resources	963-5226	Avon Williams Campus Library	963-7187	Media Center	963-5743	
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Media Center	963-5743											

BROWN-DANIEL LIBRARY WEBSITE

http://www.tnstate.edu/interior.asp?mid=71

The screenshot shows a Windows Internet Explorer browser window displaying the Tennessee State University Libraries & Media Centers website. The browser's address bar shows the URL <http://www.tnstate.edu/interior.asp?mid=71>. The website header features the Tennessee State University logo on the left, a Google Custom Search bar, and a "myTSU login" button. A navigation menu below the header includes links for Academics, Future Students, Current Students, Student Services, Library, and Alumni Relations. The main content area is titled "Tennessee State University Libraries & Media Centers" and includes a "Home > Library" breadcrumb. A sidebar on the left lists various library services such as "Virtual Library Tour" and "Information Literacy". The main content area contains a "Search Books and Media Resources" section with links to the online catalog, dissertations/theses, and ebook databases. Below this is a "Newsworthy:" section with links to "Libraries & Media Centers Hours for Summer" and "Historians On The Record--Audio Podcasts from the Gilder Lehrman Institute". A "This Month's Art Corner Featured Artist:" section highlights Joan Shannon. A "Quick Links" section provides a list of useful links including "A Digital Collection Celebrating the Founding of the Historically Black College and University" and "MetaFind". The browser's taskbar at the bottom shows the Start button, several open applications, and the system clock displaying 3:06 PM.

Library - Windows Internet Explorer

http://www.tnstate.edu/interior.asp?mid=71

File Edit View Favorites Tools Help

Library

TENNESSEE STATE UNIVERSITY

Google Custom Search

I want to...

Contact Us

myTSU login

Map & Directions

People Finder

Academics About Us

Future Students Support TSU

Current Students Athletics

Student Services Calendar of Events

Library Faculty

Alumni Relations Research at TSU

Home > Library

Tennessee State University Libraries & Media Centers

- ▶ Search Books and Media Resources: Search our [online catalog](#), [dissertations/theses](#) and [ebook](#) databases
- ▶ Search Periodicals: Search our [online and print](#) newspapers, magazines and journals
- ▶ Search Databases: Search all databases by [subject](#) or [title](#)

Newsworthy:

[Libraries & Media Centers Hours for Summer](#)

[Historians On The Record--Audio Podcasts from the Gilder Lehrman Institute](#)

This Month's Art Corner Featured Artist:
[Joan Shannon](#)

[Waiting](#) by Ha Jin is the selection for the July 28 meeting of the TSU Reading Group. We will meet at 12:30 p.m. on the second floor of the Brown-Daniel Library. For more information, please contact Barbara VanHooser at bvanhooser@tnstate.edu (963-5206) or

Quick Links

- [A Digital Collection Celebrating the Founding of the Historically Black College and University](#)
- [Libraries & Media Centers Emergency/Disaster Plan](#)
- [Prospective & Current Students' Guide to Evaluating the Libraries & Library Technologies](#)
- [MetaFind](#)
- [Ask A Librarian](#)
- [Off-Campus Access](#)
- [Renew Your Books](#)
- [Suggest a Purchase](#)
- [InterLibrary Loan](#)
- [Electronic Reserves](#)
- [E-Research at TSU](#)
- [Library Survey](#)
- [ROPD Virtual Library](#)

Library

- Virtual Library Tour
- Information Literacy
- Electronic Resources
- Periodical Holdings
- Services
- General Information
- African Am. Resources
- Policies and Procedures
- Public Services
- Collection Management
- Site Index
- Virtual Information
- Media Centers
- Library at Avon Williams Campus

Dean of Libraries & Media Centers
Dr. Yildiz B. Binkley

start

Inbox - Microsoft Out...

Tennessee State Uni...

Library - Windows Int...

3:06 PM

SELECTED RESOURCES & SERVICES

Off Campus Access

To access our resources and services from off-campus, click on [Off-Campus Access](#) under Quick Links on the Library's homepage. Enter your name and your ten (10) digit I.D. Number.

Electronic Journals

The Library website allows users to access many electronic journals via our Serials Solutions Database and database subscriptions. Click on [Electronic Resources](#), then on [Journals](#) to locate the ejournal.

Electronic Books

The Library provides access to a number of electronic books. The resources can be accessed by clicking on [Electronic Books](#). Choose the ebook collection from the list and perform an author, title, keyword or advanced search. Our electronic books include Books 24X7, ebrary, NetLibrary, PsycBOOKS, Safari and many more.

Electronic Reserves

The Library provides a system called Docutek [Electronic Reserves](#) for faculty place documents electronically. Faculty may place materials from book chapters, journals, computer files, PPT and websites to their course reserves site. Traditional hard copy reserves remain available and are maintained on our integrated library system – Innovative.

Databases

The Library subscribes to over 170 databases many of which provide full-text articles. Databases can be conveniently located via [Databases by Subject](#) or [Databases by Title](#).

Metafind and Webbridge

[MetaFind](#) allow users to search more than one resource at a time and is linked to our Library website. WebBridge, an OpenURL, is incorporated into our online catalog and databases to assist users find additional sources as well as full-text articles.

eResearch@Tennessee State University

[E-Research@Tennessee State University](#) is an institutional repository of research and scholarly output of researchers at the University administered by the Library. In addition to published research in peer reviewed journals, the repository archives and makes available online theses, dissertations, unpublished papers and student projects approved by the University departmental editorial committees

ELECTRONIC RESERVES

The Library use Docutek Electronic Reserves (ERes) for faculty wanting to place class materials online. Access is 24/7 and faculty who wish to manage their own course site may do so. If training is desired, please contact Mrs. Annette Pilcher at apilcher@tnstate.edu or 963-5242.

The screenshot shows a Windows Internet Explorer browser window displaying the Docutek ERes interface. The address bar shows the URL: <http://docutek.tnstate.edu/eres/coursepage.aspx?cid=936&page=docs>. The page title is "Docutek ERes - Course Reserves Page".

The main content area displays the "Libraries and Media Centers" header with navigation links: [Home | Library | About TSU | Admissions | Academics | Student Services | Alumni | Research & Centers of Excellence]. Below this, the breadcrumb trail reads "Ereserves Home > Ereserves Index > Course Reserves Page".

The course title is "LIBL1001 - Information Literacy (Fall 2008) - Alexander, Etheridge, Henthorne, Kenerson, Langer, Moon, Vanhooser". Navigation tabs include "Course Info", "Documents", "Chat Room", "Discussion Boards", "Internet Resources", and "Page Management".

A table lists the course materials:

Title	Primary Author	Format	Size (KB)
Syllabus		Other (DOC)	27 KB
Information Literacy Learning Objectives		Other (DOC)	23 KB
Why Take Information Literacy?		Other (DOC)	42 KB
General Library Orientation Guide		Other (DOC)	52 KB
Discovering the TSU Library		Other (DOC)	26 KB
Searching the Online Catalog		Other (DOC)	928 KB
Background Readings: Information Literacy		Folder	-
Databases		Folder	-
Academic Search Premier		Folder	-
Federated Search Engines and OpenURL's		Folder	-
Academic Disciplines		Folder	-

The Windows taskbar at the bottom shows the Start button and several open applications: Windows M..., Inbox - Mic..., Tennessee..., https://ele..., Docutek ER..., and New Facult... The system clock shows 2:27 PM.

INTERLIBRARY LOAN

The Interlibrary Loan Department of the TSU Library supports the research needs of the faculty, staff, and students of the Tennessee State University Community by borrowing books and obtaining articles from other libraries, both academic and public, and from commercial document delivery services. Should you have a question concerning your request, please contact our Interlibrary Loan Librarian, Mrs. Barbara VanHooser (Main Campus), at 963-5206 or via electronic mail at bvanhooser@tnstate.edu. Mr. Mitchell Chamberlain (AWC) at 963-7188, or via email mchamberlain@tnstate.edu. On Wednesday and Thursday nights and on weekends, you may contact Mrs. Nancy Henthorne, Reference Librarian at 963-5201 or via electronic mail at nhenthorne@tnstate.edu. Should you need to inquire about delivery at any other time, you may contact the Reference staff on the second floor and they will be happy to assist you.

The screenshot shows a web browser window displaying the Tennessee State University (TSU) website. The browser's address bar shows the URL: https://elearn.tnstate.edu/d2l/lms/content/preview.d2l?tid=8130779&d2l_stateGroups=search-grid-. The page title is "Interlibrary Loan (ILLIAD)".

The website header includes the TSU logo and navigation links: "Academics", "Future Students", "Current Students", "Student Services", "Library", and "Alumni Relations". The "Library" section is expanded, showing a list of links: "About Us", "Virtual Library Tour", "Information Literacy", "Electronic Resources", "Periodical Holdings", "Services", "General Information", "African Am. Resources", "Policies and Procedures", "Public Services", "Circulation", "Reference", "Special Collections & Archives", "Interlibrary Loan (ILLIAD)", "Government Information", "Collection Management", "Site Index", "Virtual Information", "Media Centers", and "Library at Avon Williams Campus".

The main content area of the page is titled "Interlibrary Loan (ILLIAD)" and contains a table of links:

General Information	Privacy Issues
Frequently Asked Questions	Information about ILLiad
Tips for Faster Service	Connect to ILLiad

Below the table, there is a red warning message: "WE DO NOT PROCESS REQUESTS FOR REQUIRED TEXTBOOKS IN YOUR CLASSES!".

There are two blue links: "Click [here](#) to connect to the Online Catalog" and "Click [here](#) to connect to the Online Databases".

At the bottom of the page, there are two lines of text: "Barbara Vanhooser, Main Campus Interlibrary Loan Librarian" and "Mitchell Chamberlain, Library at Avon Williams Campus Interlibrary Loan Librarian".

At the bottom right of the page, there are three icons: "Print", "E-Mail", and "Bookmark".

The browser's taskbar at the bottom shows the Start button, several open applications (Windows Media Player, Microsoft Outlook, Internet Explorer), and the system tray with the time 2:37 PM.

Staff

Administration

Dr. Yildiz B. Binkley , Dean of Libraries & Media Centers	963-5212
Dr. Murle Kenerson , Assistant Dir of Administrative & User Services	963-5203
Glenda Alvin , Assistant Director of Administrative Collection Management	963-5230
Estella R. Whitaker , Assistant to /Webmaster	963-5213
Colette Bradley , Computer Specialist	963-5489

Acquisitions /Serials

Glenda Alvin , Head	963-5230
Vanessa (Vandy) Owen , Technical Services Software Librarian	963-5226
Linda Bell , Senior Library Assistant	963-5230
Paulette Calhoun , Account Clerk 3	963-5227
Ernest Miah , Library Assistant 3	963-5229
Shirley Wallace , Library Assistant 2	963-5232

Avon Williams Campus Library

Dr. Helen Chen , Coordinator	963-7185
Mitchell Chamberlain , Circulation Librarian	963-7188
Christian Langer , Reference Librarian	963-7187
Joyce Radcliff , Serials Librarian	963-7383
Jianhua Fan , Library Assistant II	963-7191
Elaine Brown , Clerk Typist	963-7195
Ruifang Wang , Library Clerk	963-7186

Cataloging

Barbara Taylor , Head	963-5236
Xuemei (Sherry) Ge , Metadata Librarian	963-5237
Julie Brown , Cataloging Technical Services Manager	963-5235
Mattie Leatrice Emanuel , Library Assistant 2	963-5239

[Lisa Parrish](#), Library Assistant 2 963-5238

Circulation

[Annette Pilcher](#), Head 963-5342

[James Paxman](#), Circulation Librarian 963-5243

[Kirk Kirkwood](#), Library Assistant 3 963-5064

[Michelle Vaughn](#), Library Assistant 3 963-1352

[Mary Swanson](#), Library Assistant 2 963-1352

[Phillips, Frances](#), Library Assistant 1 963-5064

Maintenance

Earl Driver (Lead Worker) 963-5064

Gloria Turner 963-5064

Media Centers

[Dr. Karen Gupton](#), Coordinator 963-5743

[KeAnthony Brooks](#), Media Specialist 963-5744

[Anderson Cook](#), Media Specialist 963-7199

[Don McElhiney](#), Media Specialist 963-7198

[John Anderson](#), Media Specialist 963-7323

Reference

[Fletcher Moon](#), Head 963-5205

[Anita Etheridge](#), Government Doc Librarian 963-5207

[Barbara VanHooser](#), Interlibrary Loan Librarian 963-5206

[Lynetta Alexander](#), General Reference Librarian 963-1529

[Nancy Henthorne](#), General Reference Librarian 963-1528

[Neal Mumphrey](#), Library Assistant 3 963-5201

Special Collections

[Sharon Hull Smith](#), Head 963-5219

[Loretta Divens](#), Library Assistant 3

