

Library Orientation 2020: Setting Sail for MIIS Library

Transcript

Section 1: Looking Things Up

SLIDE 2: Do you need some help navigating the library website?

SLIDE 3: You can use LibrarySearch to look for a wide variety of materials.

SLIDE 4: Be sure to log in with your MIIS credentials...

SLIDE 6: ...to be sure you'll get full text access.

SLIDE 9: Want access to 117 databases? Use the electronic resources link on the library website.

SLIDE 10: An alphabetical list of databases is here.

SLIDE 12: But once again, don't forget to log in to get full access.

SLIDE 15: If you know the journal or the newspaper you want, but don't know if the library has it, Full Text Finder can often help.

SLIDE 16: Just type in a publication name, such as "The Economist" ...

SLIDE 18: ...to get a list of MIIS databases that have what you need.

Section 2: Lifelines

SLIDE 22: But maybe you need some other library services.

SLIDE 23: If you don't know where to start, research guides can help.

SLIDE 24: Choose the guide for your academic discipline...

SLIDE 26: ...to find a list of resources, customized by your friendly librarians.

SLIDE 29: Did your professor say that they put required readings for you on e-reserve?

SLIDE 30: Click through the course reserves section to get to electronic reserves.

SLIDE 32: Then select "Find e-reserve readings"

SLIDE 34: Now one more step: search for your required readings by instructor.

SLIDE 37: If MIIS library doesn't have access to what you need, you can try interlibrary loan.

SLIDE 38: The first time you do this you'll have to make an account.

SLIDE 39: Due to COVID limitations, we can only get scanned and emailed resources at this time.

Section 3: Asking for Help

SLIDE 44: There are many ways to get in touch with library staff.

SLIDE 45: A chat feature is located on the library website.

SLIDE 46: If you click on the box on the lower right and start typing, a librarian will know that you need help.

SLIDE 47: We're here to help, any time the library is "open."

SLIDE 51: There is even a library group on MIcommunity, the social media of Middlebury Institute.

SLIDE 52: You can find us in MIcommunity by typing "library" in the search box at the top of the screen.

SLIDE 54: A button will appear on the screen, inviting you to join the group. This one is for the Peace Corps, but you get the idea!

SLIDE 57: There are also different email addresses you can use to contact us, depending on your needs.

Section 4: Library Staff

SLIDE 60: While we're sheltering in place, the library staff will be happy to help you remotely.

SLIDE 61: Email Lydia or Jack for help with reserves and interlibrary loan.

SLIDE 62: If you have a research question, Joelle can assist you.

SLIDE 63: Our full staff will be happy to meet you when it is safe to return to the library in person.