

# **Library Services**

Summer 2024

#### LIBRARY WEB PAGE, **RESEARCH DATABASES & HOURS**

worwic.edu > Services & Support > Academic Support > Resource Centers (Library)

Scroll down for QuickSearch box and links to:

Research Databases (search by subject or title) Citing Sources > Help Guides > Video Tutorials

	BH 217
Sunday	CLOSED
Monday	8 a.m.– 8:30 p.m.
Tuesday	8 a.m.– 8:30 p.m.
Wednesday	8 a.m.– 8:30 p.m.
Thursday	8 a.m.– 8:30 p.m.
Friday	8 a.m4:30 p.m.
Saturday	9 a.m.—2 p.m.

#### HOURS OF OPERATION

\*\* For individual citation assistance, please schedule an appointment.

#### **OER RESOURCES**

Please check out the library's Open Access resource database links for your use under Open Educational Resources on the Library's webpage.

#### **USAGE POLICY**

The library resource centers at Wor-Wic Community College are academic research facilities, providing access to the Internet, online research databases, and software. All users are required to abide by the college's computer policies. Cell phone use, non-enrolled children under 16, or loud excessive talking are not allowed. Users who fail to follow rules will be asked to leave a center. Invited guests or visitors are not allowed to accompany employees or students to resource centers, unless their attendance is part of an authorized activity or program of the college.



**RESOURCE CENTERS** 

BH 217 410-334-2884 **Copier \$.10/Scan-free** 

#### **Contact Us**

**Library Services** 410-334-2884 library@worwic.edu

Ask about SU's or UMES' Special Borrower's Card for Wor-Wic students and faculty.

Easily print from your laptop in BH 217 Library Resource Center - please see library staff for directions.

### FACULTY

Information Literacy Reservations:

To request research or citation information sessions or reserve computers for your class contact:

Diana Mills Phone: 410-334-2884 Email: dmills@worwic.edu or library@worwic.edu

### TECHNOLOGY HELP DESK

- See Technology Resources on the college website.
- Call 410-334-2870 for the college help desk.



## **INTERLIBRARY LOAN**

Available by requesting allied health articles through the library email (<u>library@worwic.edu</u>).

### **PRINTING POLICY IN RESOURCE CENTERS**

- Maximum 150 pages per week per student login
- Maximum document size 40 pages
- Maximum 4 copies per print job
- Maximum 10 pages per guest login



### **DOCUMENT TIPS**

- $\Rightarrow$  Documents saved to computers in the centers are deleted when the computer is shut down.
- ⇒ Download Microsoft Office 365 (free for credit students) to your personal computer from your student email on myWor-Wic portal; select your profile photo (top right corner) > View account > Office apps > MyAccount (on left) > Install Office
- ⇒ Cite your sources automatically from Purdue Owl at the MLA and APA Formatting and Style Guide links on the library's webpage.

