

# **Library Services**

Spring 2025

#### 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	SH 108
Sunday	CLOSED	CLOSED
Monday	8 a.m.– 9 p.m.	8 a.m. – 6 p.m.
Tuesday	8 a.m.– 9 p.m.	8 a.m. – 6 p.m.
Wednesday	8 a.m.– 9 p.m.	8 a.m. – 6 p.m.
Thursday	8 a.m.– 9 p.m.	8 a.m. – 6 p.m.
Friday	8 a.m4:30 p.m.	CLOSED
Saturday	9 a.m.—2 p.m.	CLOSED

#### **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**

Wor-Wic students, faculty, and staff are given first priority of the space, services, and technology in the Patricia M. Hazel Library Resource Center. All users are required to abide by the college's Code of Conduct policies as specified in the latest college catalog—see Code of Conduct. Users who fail to follow these guidelines may be asked to leave the BH 217 library resource center.

Computer use is for academic purposes. Students will use their Wor-Wic username and password to log onto a computer in BH 217. Students needing to use a computer for an online class will only be able to communicate through chat. Headphones may be borrowed for audio usage only. WiFi is available.



**RESOURCE CENTERS** 

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

SH 108 410-334-6725 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 or SH 108 Library Resource Centers - 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.

