



Welcome to Thomas Library

www.wittenberg.edu/lib

Thomas Library is here for you. As a member of the Wittenberg Community you have available to you an enormous number of resources both print and electronic. We provide access to almost 200 online databases; more than 50,000 print and electronic journals; thousands of videos, CDs, and DVDs; and over 450,000 print and electronic books. Thomas Library has over 50 computers and wireless internet access is available throughout the building. Our membership in OhioLINK makes millions of books and other materials accessible to you. The librarians and staff are here to help you navigate this immense amount of information.

How do I... What to know about Thomas Library

I need to find books on my topic. Where do I start?

To find books on your topic, the best place to start is EZRA, the online catalog. Located on the library website, click on EZRA in the grey box. EZRA contains records for all the books, CDs, videos, periodicals, and other items owned by Thomas Library. Your best bet is to start out with a keyword search on your topic.

I've looked in EZRA and can't find what I need. What do I do now?

Wittenberg is a member of OhioLINK, which allows us to search and borrow items from academic libraries all over the state. You can search OhioLINK by going to the library website and clicking on OhioLINK in the grey box. You can borrow books, videos, and other materials through OhioLINK. If what you need isn't at Wittenberg or in OhioLINK, ask a reference librarian about interlibrary loan and SearchOhio.

Where do I find articles on my topic?

Thomas Library has access to many databases on a variety of topics. A full list of all databases is located at: <https://wittenberg.libguides.com/az.php>. Many articles are available electronically through the databases. This means that you can view and print the full article right from the computer. A general database covering many topics is a good resource to use for many different papers and projects. *Academic Search Complete* is one such database. If you're not finding what you need, please ask a reference librarian for assistance in selecting a database or help in searching.

I've found a citation for an article on my topic. How do I find the full-text?

Sometimes the article is available in the database in which you found it. Look for a link that says HTML Full Text or PDF Full Text and click on the link. If you can't link directly to the full text, try clicking on the Find It! link. If you still cannot find it, look at the online list of *Journals the Library Has* from the library website> Find Information> Journals the Library Has. Here you can type in the title of the periodical in which your article appears. You will then be able to tell if we own the periodical (in either print or electronic form), if we have the date you need, and its location.

My professor put something on reserve. How do I find it?

Hard copy reserves, such as books and videos, are on reserve at the Circulation Desk. Go to <https://cat.opal-libraries.org/search/r> and search by your professor's name or your course number and you should be able to find the materials that you need. If you need help or can't find what you are looking for, please ask a reference librarian.

All these resources are great, but where can I work in the library?

Thomas Library has many study areas, from comfy couches to study carrels, quiet study spaces to group study rooms. The Library Lab is a computer lab located behind the reference collection and is available for use unless a class is taking place in that space. Thomas Library has wireless internet access throughout.

What resources can I access from outside of the library?

Most of Thomas Library's electronic resources can be accessed from anywhere in the world using the library's web page. Many can even be used on mobile devices such as smart phones and tablet computers. If you are on the campus network, in Hollenbeck or a residence hall for example, you should not have problems using any of the library's resources. If you are outside the campus network, you may be prompted to enter your name and 14 digit barcode number from your Wittenberg I.D.

Where do I go for help with my research?

The Research Help Desk is the best place to go to ask for help. Reference librarians are normally available for consultation Monday through Fridays from 8:30am to 5pm.

You can also schedule an appointment with a reference librarian for more in-depth work. To set up a Personal Research Consultation (PeRC) contact the reference librarians by phone at 937-327-7511, email us at librarians@wittenberg.edu or stop by the Research Help Desk.

Hours vary during academic breaks. Please contact Thomas Library for hours during those times.

There's so much to remember, where do I start?

Don't worry, more information about all of Thomas Library's resources and services is located on the Thomas Library website: <http://www.wittenberg.edu/lib>.

Library Hours^{*†}

Thomas Library

Monday — Thursday 8 a.m. — midnight

Friday 8 a.m. — 9 p.m.

Saturday 10 a.m. — 9 p.m.

Sunday Noon — midnight

*Library hours vary during exam periods and academic breaks. Please check the web page for hours during those times.

† Not all library services available during all library hours. Please call for assistance.

Contact Information

Research Help Desk 937-327-7511

Circulation Desk 937-327-7512

Audio Visual Services 937-327-7324

Special Collections 937-327-7020

Interlibrary Loan 937-327-7021

Director of the Library 937-327-7018

General Email: librarians@wittenberg.edu

Wide Format Printing: wideformatprinting@wittenberg.edu

<http://www.wittenberg.edu/lib>

Mission Statement

The mission of Thomas Library is to provide resources and services that meet the information needs of the Wittenberg University community. The library will make available information resources that support and enhance academic inquiry at Wittenberg and will share these resources with the broader scholarly community as appropriate. The library will help learners to master the use of information resources in order to facilitate education at Wittenberg and to enable and encourage lifelong learning.



Thomas Library
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