

General Information

Welcome to the EMU Library

The EMU Library offers a full range of information resources and instructional services for EMU students, faculty and staff. We have carefully selected materials, both print and electronic, to support student learning and research.

Our collection includes:

- 700,000 print volumes
- 4,400 journals
- 150+ online databases, many with full-text journal articles
- 250,000 government documents
- 52,000 maps
- 965,000 microforms
- 7,000 videotapes and music CDs

Special collections include the Map Collection, the Government Documents Collection, the Children's Literature Collection and the University Archives.

To help our clients find and use the Library's resources, we provide several services:

- in-person, online and telephone assistance
- in-depth consultations upon request
- instruction on library research for credit-bearing courses
- interlibrary loan and document delivery for materials not available in the library

Searching Library Resources

WebVoyager, our online catalog, is available at <http://portal.emich.edu>.

To search our Library Databases from off campus, you must have an active my.emich account. Jump to <http://portal.emich.edu/remote.htm> and select a database.

For help searching our resources, contact the Information/Reference Desk on the first level at libref@emich.edu or 734.487.0020, x2100.

Tours

If you would like a tour of the Halle Library building, contact the Welcome Center at 734.487.0020, x2119 to schedule an appointment.

Photocopies

To make photocopies, you can use a copy card or coins. The copy cards cost \$1, and come with 50¢ on them (for 5 copies). Photocopies are 10¢ a page. The cards are

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reusable and money can be added to them using the dispensers. We have copiers that accept dimes. A change machine and copy card dispensers are outside Client Services on the first level.

For help with the copy machines and the copy card dispensers, visit Client Services.

A color photocopier is available in Multimedia Services. Call 734.487.2687 for more information, including costs.

Study Areas

There are more than 2,000 seats for studying throughout the library building. On the second and third levels, you'll find tables and carrels for quiet studying. Also, there are group study rooms on the second and third levels. The rooms are for group study only and are on a first-come, first-served basis.

My.emich Accounts and Computing Help

For computing questions, visit the ICT Computer Help Desk on the first level or call them at 734.487.2120. They can assist you with e-mail and connecting from off campus.

Telephones

If you need to phone someone on campus, you are welcome to use the campus phones located in the stairwells.

Pay phones are located on the first level near the stairway.

Room Scheduling

To reserve one of our meeting rooms or learning labs, call Client Services at 734.487.0020, x2199.

Food Policy

Food and beverages are allowed in the Paradox Café on the ground level. In addition to selling coffees and snacks, the Paradox Café also sells basic office supplies.

Confidentiality

It is the policy of the EMU Library that the privacy of all users shall be respected in compliance with federal and state laws and professional standards. The library will not reveal the identities of individual users or reveal what information sources or services they consult. This policy applies to all resources regardless of their format or means of delivery as well as to all services offered by the library

Code of Conduct

All library users are expected to behave courteously toward other users and library employees, and to observe all University and library rules and regulations. Those who choose to ignore these rules and regulations may be asked to leave the building.