



Faculty Guide to Library Resources & Services

Welcome!

The Leatherby Libraries is home to nine distinctive libraries, as well as a wealth of electronic resources. This guide was created especially for faculty to provide you with basic information on the library's resources and services. Please do not hesitate to contact us with any questions.

Periodicals

Journal Finder

Use the online Journal Finder to find out if the library has a particular periodical (magazine, newspaper, or journal) available online, in print, or in both formats.

Print Periodicals

Current issues of print periodicals, including newspapers, are located on the 1st floor. Older issues are bound and shelved in the appropriate library on the 2nd and 3rd floors.

Newspaper Databases

The library has a wealth of online full-text newspapers, including current and historic, dating back to 1800.

Research

Reference Librarians

The Reference Desk is located on the 1st floor. Check the library's website for reference hours.

Individual Research Consultations

Librarians are available to Chapman faculty, staff, and students for individual appointments. Please call (714) 532-7714, stop by the Reference Desk, or e-mail us at libweb@chapman.edu to schedule an appointment.

Research & Article Databases

Access online databases through the library's website. We provide access to general, interdisciplinary and subject specific databases. We are always enhancing our database offerings. Currently, the library provides access to over 130 databases.



Library Catalog - for books, DVDs, CDs, & more

The online library catalog is the place to find books (print and electronic), DVDs, CDs, music scores, and other materials.

Faculty Publishing Electronic Resources

The library provides several resources to support faculty in their publishing endeavors:

- *Ulrich's Periodicals Directory*
- *MLA Directory of Periodicals*
- *Journal Citation Reports (JCR) Web*
- *Cabell's Directory of Publishing Opportunities*

EndNote Web

Access to *EndNote Web* is available through the library's subscription to the *Web of Knowledge*. *EndNote Web* is an online version of the *EndNote* software. *EndNote Web* is a citation manager that allows you to import citations from online library databases and store, organize, and share your citations. Once created, your *EndNote Web* account is available to you from any computer with Internet access.

Chronicle of Higher Education - online!

The Leatherby Libraries provides current access to the online edition of the *Chronicle of Higher Education*. (A current print subscription is also available at the library with older issues converted to microfilm.)

Electronic Book Collections

The library has several full-text e-book collections available online, covering the behavioral sciences and business and economics through the Springer Electronic Book Collection and titles from virtually all subjects, including the arts and humanities, through NetLibrary.

Course Reserves

Information on how to place items on reserve is available on the library's website. Once materials are placed on reserve, they are available at the Circulation Desk on the 1st floor.

Interlibrary Loan

If the library does not have a book or article you need, you can get it from another library through ILLIAD, our electronic interlibrary loan system. The user-friendly system allows you to place requests and check the status of your requests online. Please visit the library's website for more information on how to request materials from other libraries, set up an account, or obtain general ILLIAD policies.

You may also stop by the Interlibrary Loan department on the 1st floor with any questions. Staff members are available to assist you Monday-Friday 8:00am-5:00pm.

Library Instruction

Librarians are available to provide course-based library research instruction sessions for your students. Sessions are usually held during a regularly scheduled class session in the library's instruction room. Several areas may be covered during an instruction session, depending on the needs of faculty and students. Examples include:

- Finding sources for a particular assignment
- Locating periodicals in online databases
- Searching databases effectively

To schedule library instruction for your classes, please contact the appropriate subject liaison librarian.

Subject Liaison Librarians

There is a liaison librarian assigned to every department on campus to assist with your research needs. To find the liaison librarian for your area, please visit the library's website.

Off Campus Access

Work from your home, office, or while traveling!

The Library Catalog, Journal Finder, Electronic Book Collections, and Electronic Article and Research Databases are all available to you from any computer with Internet access. For access to subscription library resources, including databases, you will be prompted to login. Simply enter your Chapman username and password.

The Nine Libraries of the Leatherby Libraries:

- Donna Ford and Fahmy Attallah, Ph.D. Library of Arts and Humanities - 2nd Floor
- Doy and Dee Henley Library of Social Sciences - 2nd Floor
- M. Douglas Library of Music - 3rd Floor
- Leon and Olga Argyros Library of Business and Economics - 3rd Floor
- Edgar and Libby Pankey Library of Education - 3rd Floor (Includes the Peter and Mary Muth Library of Children's Literature)
- Onnolee Elliott Library of Science and Technology - 3rd Floor
- John and Donna Crean Library of Film and Television - 3rd Floor
- Frank Mt. Pleasant Library of Special Collections and Archives - 4th Floor
- Sala and Aron Samuelli Holocaust Memorial Library - 4th Floor

Mission & Vision of the Leatherby Libraries

The **mission** of the Leatherby Libraries is to provide personalized services and relevant collections in support of the curricular, creative, and scholarly needs of the Chapman University community to ensure the development of the information-literate global citizen.

The **vision** of the Leatherby Libraries is to be a preeminent portal to the world's knowledge, an intellectual and cultural center of campus, and a distinguished resource for teaching, learning, and scholarship at Chapman University.

Contact Us

Circulation: (714) 532-7723

Reference Desk: (714) 532-7714

Interlibrary Loan: (714) 532-7717

Main: (714) 532-7756 / (800) 344-5756