

# EMU Graduate Assistant Library Notes

**Library Home Page:** <http://www.emich.edu/library/>

**Library Borrowing:** <http://guides.emich.edu/content.php?pid=232232&sid=1921366>

Graduate Assistants receive extended loan periods, e.g., a full semester for books. Graduate assistants need to present an Appointment Card from the Department and EMU Student ID to receive a GA borrowing card for use in the library.

Find/Acquire **known BOOKS:**

1. Search EMU library catalog: <http://portal.emich.edu/>  
>>If item is not owned by EMU or is checked out...
2. Search MeLCat: <http://elibrary.mel.org/search>  
>>If item is not available...
3. Request via Interlibrary Loan (Illiad): <http://www.emich.edu/library/services/ill/>

Find/Acquire **known ARTICLES or JOURNALS**

1. Search EMU's *Journals by Title*: [http://corwin.emich.edu/sfx\\_local/az](http://corwin.emich.edu/sfx_local/az)
  - a. Item is available immediately online, electronic full-text
  - b. Item is available in a physical format (print/microfilm) in the library building
  - c. Item is not immediately available in either digital or physical format
    - i. Request a copy of the item (no charge) via EMU Interlibrary Loan:  
<http://www.emich.edu/library/services/ill/>

Find/Acquire **BOOKS on a SUBJECT**

1. Search EMU Library Catalog: <http://portal.emich.edu/>
2. Search *WorldCat* (link on EMU library database page:  
<http://www.emich.edu/library/databases/iadFullList.php> )

Find/Acquire **ARTICLES on a SUBJECT**

1. Identify discovery/search tools
  - a. 'Where to Start' library search page: <http://www.emich.edu/library/databases/>
  - b. EMU Library Research Guides: <http://guides.emich.edu/>
  - c. Consult librarian subject specialists:  
<http://www.emich.edu/library/about/directory/specialist.php>
2. Locate items found using EMU FindText+ button or link
  - a. Item is available immediately online, electronic full-text
  - b. Item is available in a physical format (print/microfilm) in the library building
  - c. Item is not immediately available in either digital or physical format
    - i. Request a copy of the item (no charge) via EMU Interlibrary Loan:  
<http://www.emich.edu/library/services/ill/>

Find/Acquire **DISSERTATIONS and THESES**

1. EMU
  - a. Search EMU Library catalog: <http://portal.emich.edu/>
2. Non-EMU
  - a. Search *Dissertations and Theses Full Text* (link on EMU library database page:  
<http://www.emich.edu/library/databases/iadFullList.php> )