Nursing Library Resources and Services

1. Accessing the Library’s website-The library’s website is the gateway to library resources and services available at John B. Cade Library.

   **To access the library’s website:** Go to [http://www.subr.edu/library](http://www.subr.edu/library)

2. Locating Print Books

   **Instructions**
   - Go to the library’s website at [http://www/subr.edu/library](http://www/subr.edu/library)
   - Locate FIND
   - Click on BOOKS and JOURNALS
   - Locate the EVERYTHING default search and select BOOK from the drop-down menu.
   - Locate ALL FIELDS default and choose search option: Author, Keywords, Title, Subject, Periodical Title, etc.
   - Enter SEARCH
   - Your [CALL NUMBER](http://example.com) will determine what floor the book is located on. See example below.

   ![Book Location Example](http://example.com)

   **BOOK LOCATION GUIDE** (All books are checked-out at the Ask Here Desk; you will need a valid SU ID Card to check out books.)

   **John B. Cade Library Floor Chart**
   1. **1st Floor:** Reference Reading Area
      (Books in the Reference Reading Room cannot be checked out.)
   2. **2nd Floor:** Call Numbers A-H
   3. **3rd Floor:** Call Numbers J-P
   4. **4th Floor:** Call Numbers Q-Z
3. **Accessing e-Books**
   - Go to the library’s website [http://www.subr.edu/library](http://www.subr.edu/library)
   - Locate FIND
   - Locate/Click E-Books
   - Click **On-Campus** (Searching on-campus)
   - Click **Off-Campus** (Searching remotely)
   - Enter your search

4. **Accessing Databases from the library’s website**
   - Go to the library’s website [http://www.subr.edu/library](http://www.subr.edu/library)
   - Locate FIND
   - Locate/Click Databases A-Z
   - Click **On-Campus** (Searching on-campus)
   - Click **Off-Campus** (Searching remotely)
   - Enter your search

5. **Off-campus Access**

   When utilizing electronic databases off-campus you will be prompted to enter a USER NAME and PIN.

   **REQUIRED LOGIN CREDENTIALS**
   
   USER NAME=BANNER NUMBER (Example: S00012345)
   
   PIN=CHANGEME
6. Reporting Access Issues

- Contact Ms. Payne if you encounter any problems accessing databases remotely.
- Office Number: (225)771-2604
- Email: maletta_payne@subr.edu

*Report problems directly from your LibGuide.*

7. Finding Dissertations

- Go to the library’s website: http://www.subr.edu/library
- Locate FIND
- Locate/Click Databases A to Z
- From the Alphabet Bar Select Letter D
- Locate Dissertations & Theses @ Southern University and A&M College
- Select On-campus
- Enter NURSING, Select Full-Text, Click-on Doctoral dissertations only.
- Hit the Search button

8. Interlibrary Loan

Interlibrary loan allows students to request materials not available in the library’s collection through the ILL Program.

- Go to the library’s website: http://www.subr.edu/library
- Locate Quick Links
- Locate and click-on Interlibrary Loan
9. **Ingenta** is a library service that allows students to obtain articles not included in the library’s collection free of charge to Southern University students.

   **Directions**
   - Go to the library’s website: [http://www.subr.edu/library](http://www.subr.edu/library)
   - Locate Services
   - Document Delivery Services/Ingenta Connect Registration Form
   - Complete the form

10. **LibGuides** is a Course Management System used by librarians to create subject specific library research content for student research.

    **Instructions**
    - Go to the library’s website: [http://www.subr.edu/library](http://www.subr.edu/library)
    - Locate FIND
    - Locate/Click LibGuides
    - Select Nursing 305
    - *Please note nursing databases can be searched from your Nursing LibGuide*
    - To search databases from your LibGuide click-on the Nursing Databases & Journals Tab.

    *Nursing Databases found in your LibGuide*

*See Databases A to Z for a complete list of databases the library subscribes to.

<table>
<thead>
<tr>
<th>Database Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abstracts in Social Gerontology</td>
</tr>
<tr>
<td>AHFS Consumer Medical Information</td>
</tr>
<tr>
<td>ALT Healthwatch</td>
</tr>
<tr>
<td>CINAHL Plus Full-Text</td>
</tr>
<tr>
<td>Health Source: Nursing Edition</td>
</tr>
<tr>
<td>Medic Latina</td>
</tr>
<tr>
<td>MEDLINE</td>
</tr>
<tr>
<td>ProQuest Dissertation &amp; Theses</td>
</tr>
<tr>
<td>ProQuest Nursing and Allied Health</td>
</tr>
<tr>
<td>PubMed</td>
</tr>
<tr>
<td>Science Direct: Heath Sciences Edition</td>
</tr>
</tbody>
</table>
# Library Services

## Library Hours

<table>
<thead>
<tr>
<th></th>
<th>Fall/Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Thursday</td>
<td>7:30 am-12 midnight</td>
<td>Monday-Thursday 7:30 am-8:00 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>7:30 am-5:00 pm</td>
<td>Friday 7:30 am-5:00 pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>1:00 pm-5:00 pm</td>
<td>Saturday CLOSED</td>
</tr>
<tr>
<td>Sunday</td>
<td>2:00 pm-12 Midnight</td>
<td>Sunday 2:00 pm-8:00 pm</td>
</tr>
</tbody>
</table>

## John B. Cade Library Resources & Services by Floor

### 1st Floor:
- Java City (Coffee Shop), 2 Group Study Rooms, Copy Center (2 Copier machines, fax machine, Pharos Printing Station).

### 2nd Floor:
- 2 Computer Labs, 12 Individual Study Carrels, Classrooms 1-3, Training Center.

### 3rd Floor:
- Classrooms A-B, 1 Group Study Rooms.

## Library Departments

### 1st Floor:
- Ask Here Desk (Consult with a librarian), Circulation (Check-out & return book, Interlibrary Loan, Course Reserves).

### 2nd Floor:
- Office of the Dean, Systems & Technology (library technical help).

### 3rd Floor:
- Archives (SU Yearbooks, SU History, Official SU Records, SU Photos, etc.), Camille Shade (African American Authors), Music Listening (R & B, Classical, Blues, Rap, Gospel, Pop, etc.)

## Southern University Identification Card

You will need a valid Southern University Identification Card to: Check-out print books, study carrels, group study rooms, electronic devices in addition to printing and copies.

## Printing Services @ JBC Library

<table>
<thead>
<tr>
<th>FLOOR</th>
<th>LOCATION</th>
<th># OF COPIERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Copy Center</td>
<td>2</td>
</tr>
<tr>
<td>2nd</td>
<td>Computer Lab</td>
<td>2</td>
</tr>
</tbody>
</table>

*Students will need a current SU Identification Card to utilize photocopier machines.*