



Using Galvin Library at The Illinois Institute of Technology A Guide for VanderCook Students, Faculty and Staff

35 W. 33rd Street
(312) 567-3616
www.gl.iit.edu

for location and hours, visit: www.gl.iit.edu/about/hours.htm

Borrower Privileges

All full-time enrolled VanderCook College of Music students, current Faculty and Staff may borrow materials from Galvin Library, in addition to using computer resources. To borrow materials, visit the circulation desk and present your VanderCook ID.

For a guide to your borrowing privileges at Galvin Library, visit www.gl.iit.edu/access/VanderCook.htm

Access to Computers

Computer workstations can be found on the second floor, near the reference desk. A member of the reference staff can help you log on to a student workstation. Note that one table of computers (six workstations) is devoted to general public use and you do not need to visit the reference desk to access these computers.

List of Available Applications

Adobe Photoshop
Microsoft Office Suite

Searching Electronic Resources

Follow the instructions above for access to a computer. Open up a browser (i.e. Internet Explorer). From the Galvin Library homepage, select *Services, By User, VanderCook College of Music, Resources*. Choose a subject, such as Education or Psychology. For each subject, you will be given a list of available resources, including databases and journals.

Selective List of Available Databases

PsycINFO
PsycArticles
EBSCO
JSTOR
Science Direct
Digital Dissertations (full-text from 1997 to present)
Project Muse

Saving Your Work

Galvin Library computers allow saving to USB flash key ports.

Printing

Printing is available for \$.10 per page. You must obtain a Copy card, available at the Copy card machine on the first floor. Cards may be purchased for a minimum of \$1.00.

Any Questions?

Ask to speak to a member of the Galvin Library staff, including:

- John Dorr (Reference)
- Tom Gleason (Circulation Manager)

Telephone Ruppel Library staff at (312) 225-6288 x.226, and ask for:

- Don Widmer, *Library Director*, dwidmer@vandercook.edu
- Rob DeLand, *Library Assistant*, rdeland@vandercook.edu