

## **Instruction**

Library instruction is provided upon request to any member of the Jeff State community. This service can be in the form of classroom instruction or via research clinics on specific subjects. The goal is to provide instruction that is relevant to the user at the time of service. To request this service, please contact us at [jeffstatelibraries@jeffstateonline.com](mailto:jeffstatelibraries@jeffstateonline.com).

## **Reference**

Reference services are provided in several ways: via reference librarians in the library; via Instant Messaging from the library's home page; or via Email also available on the home page. Users are encouraged to use this service!

## **Resources and Materials**

The Learning Resource Centers combined collections consist of over 110,000 books, bound periodicals, United States Government documents, audio-visual materials, and microforms. Our collections are continually evaluated and students and faculty are encouraged to suggest new materials. Access to the collection is provided via the library's information management platform and is available to anyone with an internet connection. **Access to databases and electronic resources is limited to currently enrolled students only. Contact the library for your username and password.**

Photocopiers, study tables and carrels, and audio-visual equipment are available in the Learning Resource Centers. Computers are provided for student research via the library's information management platform [library home page]. This provides a single point of entry for all the library's resources as well as the Alabama Virtual Library [AVL]. With the AVL, every citizen of Alabama has 24-hour access to thousands of reliable resources including full-text journals, reference books, encyclopedias, medical information, statistical information, and homework aids. The Alabama Virtual Library can be accessed from any of the Learning Resource Centers; it is also accessible off-campus via username and password provided at any of the Learning Resource Centers.

All materials except reference books and journals circulate and are located in open stacks. Audio-visual materials may be used while in the Learning Resource Centers [equipment provided] or may be checked out for five days. A computer lab is also available at the Shelby-Hoover Campus LRC.

Professional librarians are available at all sites to assist students in using the library's services. Instruction in using the library's resources is provided to both classes and individuals. Requests for information may be made electronically or by email.

The Learning Resource Centers' facilities and privileges are extended to all students, faculty, support personnel and administrators of the College. Persons in the community may use the facilities and services and may apply for a library card. Be advised that the community patron will be asked to provide a form of photo identification and complete a patron information form in order to be issued a library card. The Learning Resource Facilities also have cooperative lending and borrowing agreements with the University of Alabama at Birmingham, Birmingham Southern College, Miles College, Lawson State Community College, and the Pell City Public Library. Please contact Barbara Goss in the Jefferson Campus Library **prior** to visiting one of the cooperative libraries or be prepared to show proof of current enrollment via a printout of your current class schedule.