Traditional Interlibrary Loan

There may be instances when your research yields citations for books or journal articles which are not available at Davis Library or through OhioLINK. These materials can still be ordered through Davis Library's traditional interlibrary loan service (ILL).

To order a book or periodical article from another library through ILL, ask for the appropriate form at the Circulation Desk or online at the Library's Circulation webpage. Fill out the form completely (including whether you are willing to pay for the item you are requesting). ILL book requests generally take one to two weeks to receive. Photoduplication requests usually take one week to ten days to receive. ILL Forms which are not entirely completed will be returned to you unprocessed, costing you valuable time.

Questions regarding interlibrary loan and Government Documents should be directed to Deb Thompson, Access Services Associate, thompson@rio.edu, 740-245-7005, Main Floor, Room 117.

Government Documents

As a partial US Government Documents Depository, Davis Library maintains a collection of federal publications.

RioCat

RioCat (http://alpha.rio.edu) is Davis Library’s online public catalog. It provides indexing for all the books, serials, and media materials on Davis Library’s shelves.

Select "My Record". By selecting this option from RioCat, you can find out what you have checked out, its status (due date, overdue), and renew it. You can also find out the status of any book you have ordered through OhioLINK, whether it has been shipped (IN TRANSIT) or has been received by Davis Library and is awaiting pick-up (OHIOLINK RCV'D)

OhioLINK

OhioLINK http://www.ohiolink.edu is a consortium of libraries from Ohio’s universities, colleges, community colleges, major public libraries, and the State Library of Ohio. You can request items electronically from other OhioLINK institutions and receive them 2–3 working days later using the OhioLINK Central Catalog. You can also search online databases, many in full-text, through OhioLINK. These other OhioLINK services include its Research Databases, Electronic Journal Center (EJC), E-Book Center (EBC), Digital Resources Commons (DRC) and Electronic Theses & Dissertation Center (ETC). Some of these services require authentication, so you must login first before using them off-campus. The process requires that you first identify the institution with which you are affiliated. Then, enter your name, your valid staff I.D. number (or "BARCODE") and your Personal Identification Number or "PIN". It is NOT necessary to include any additional letters or numbers when entering your six–digit staff I.D. number. If you have not already registered with the Davis Library, then please do so by contacting Deb Thompson, Access Services Associate, thompson@rio.edu / 740–245–7005 or 740–245–7398, Main Floor, Room 117.

Questions?

Circulation Desk 740-245-7005
Reference Desk 740-245-7344
740-245-7382 (reftdesk@rio.edu)

Library Hours

Mon. - Thurs. 8 AM - 10 PM
Friday 8 AM - 5 PM
Saturday 1 PM - 5 PM
Sunday 5 PM - 9 PM

(Hours subject to change)
Circulation
Faculty & Staff can check out regular circulating materials by presenting a valid URG I.D.. Materials may be borrowed for three months and generally will not be charged overdue fines. Media, reserve, and SearchOhio materials are circulated for shorter periods. OhioLINK materials circulate for six weeks. Reference materials and periodicals are not to be removed from the Library. For more information, contact Deb Thompson, Access Services Associate, thompson@rio.edu / 740-245-7398.

Course Reserves
Located at the Circulation Desk, instructors may put materials on reserve for limited loan periods for students in their classes. A directory of reserve materials is available through Davis Library's online catalog, RioCat. The Library requests 48 hours to prepare materials for Reserve before they are available for students.

Friends of Davis Library
The Friends of the Davis Library is a volunteer organization that seeks to promote the library’s significance and value both on and off campus. The group’s mission is to enrich the cultural, social and intellectual life of both the university and the community at large. Its membership extends beyond the campus community and is open to anyone interested in helping the organization fulfill its goals. The group engages in a wide variety of activities (including fundraising) that are designed to stimulate the use and growth of the Davis Library’s collections and services. For more information, contact Amy Wilson, Reference Outreach Specialist, awilson@rio.edu / 740-245-7382.

Reference Services
Library Assignments
Faculty members are welcomed to discuss assignments with the Reference Librarians to ensure that library resources are used to their full potential and are relevant to the student’s future profession. The Reference Librarians regularly assist faculty by writing descriptions of research tools that may be used for assignments that appear in class syllabi. This type of cooperation and communication tends to improve efficiency for the student, faculty, and library staff.

Library Presentations & Information
Davis Library has an on-going library instruction program, which reaches the majority of Rio Grande students throughout their college career and covers major bibliographic resources and information literacy. The Reference Librarians are also available to speak to individual classes about specific assignments and to produce assignment related research guides. An Information Literacy Blog provides research skills tutorials and updates on upcoming Library events.

Collection Development Liaisons
Faculty recommendations are an integral part of Davis Library's acquisitions procedure. Twice during each school year, faculty are requested to recommend purchase of new materials for the Library's collection in support of the curriculum. The University's librarians serve as liaisons for the schools and may be called upon for during the selection process. The School Liaisons: Timothy Snow, Reference Librarian – Social Sciences, Business & MBA, tsnow@rio.edu / 740-245-7344, Main Floor, Room 108. Amy Wilson, Reference Outreach Specialist – Humanities, Fine Arts & Graduate Program, awilson@rio.edu / 740-245-7382, Main Floor, Rm 107. Greg Jones, Cataloging/Technical Services Specialist – Education, Graduate Education & Nursing, gjones@rio.edu / 740-245-7459, Ground Floor, Room 019. J. David Mauer, Director – Sciences and Technologies, dmauer@rio.edu / 740-245-7321, Main Floor, Room 125.

Additional information for faculty, including a list of newly added titles is available at: http://www.rio.edu/library/Services-for-Faculty-Staff.cfm