

Boston University Medical Center

Alumni Medical Library

Library Fact Sheet

The Alumni Medical Library is located in the Instructional Building on the Medical Campus (L-12, 80 East Concord Street, Boston, MA 02118). The Library occupies the 11th, 12th and 13th floors of the building, with the entrance on the 12th floor. The Alumni Medical Library serves the faculty, staff, and students of the Boston University Schools of Medicine, Dentistry, Public Health, and the Boston Medical Center.

Telephones for answering pages are located on each floor of the Library in the photocopy alcove. A public telephone is located just outside the entrance in the elevator lobby. Cell phone use is restricted to the Library lobby or photocopy alcoves. Restrooms are located in the photocopy alcoves on the 11th and 13th floors. Individual study carrels and large tables are located throughout the Library. **NO FOOD OR DRINK ARE PERMITTED IN THE LIBRARY OR LRC COMPUTING LAB.**

LIBRARY HOURS

Monday - Thursday 7:30 am - Midnight
Friday 7:30 am - 10:00 pm
Saturday 10:00 am - 10:00 pm
Sunday 10:00 am - Midnight

LRC HOURS

Monday - Thursday 8:30 am - 11:00 pm
Friday 8:30 am - 9:30 pm
Saturday 10:30 am - 9:30 pm
Sunday 10:30 am - 11:00 pm

* *Special summer and holiday hours are posted on the Library's homepage at: <http://medlib.bu.edu> and at the Library entrance.*

TELEPHONE NUMBERS & URL's

Web Site <http://medlib.bu.edu/>
Telephone Menu System 617- 638-4232
Fax 617- 638-4233
Administrative Offices 617- 638-4230
Circulation Desk 617- 638-4244
LRC Computing Lab 617- 638-5433; <http://medlib.bu.edu/computing/>
Reference Desk 617- 638-4228; <http://medlib.bu.edu/forms/refquest.cfm>
refquest@medlib.bu.edu
Interlibrary Loan <http://medlib.bu.edu/forms/illrequest.cfm>

ELECTRONIC RESOURCES

Over 90 electronic textbooks and 2400 full text electronic journals, a variety of Web-based reference tools, a collection of Web-accessible resources on over 125 diseases and medical conditions, and 100+ bibliographic databases including MEDLINE, PsycINFO, Web of Science, LEXIS-NEXIS, and many others are available on the Library's Web site:

Electronic Textbooks	http://medlib.bu.edu/ebooks/
Electronic Journals	http://medlib.bu.edu/ejournals/
Web Reference Collections	http://medlib.bu.edu/webcollections/
Bibliographic Databases	http://medlib.bu.edu/indexes/

COMPUTING & AUDIOVISUAL RESOURCES

A variety of hardware and software, full Internet access, and more are available in the 12th floor Reference searching area, and in the Learning Resources Center (LRC), located on the Library's 11th floor. All printers are operated by copy cards (10 cents per page). The LRC houses laser printers, color scanners, and a selection of computer-assisted instruction (CAI) programs for use by students. Ethernet connections for laptop computers are located in Reference area on the 12th floor of the Library. Wireless Internet access is also available from any location in the Library. A small collection of audiovisuals, including videotapes and slides, can be viewed in room 1302.

CIRCULATION SERVICES

All faculty, staff, and students of Boston University and Boston Medical Center can use their identification cards to check-out materials. Books in the regular circulating collection are circulated for 28 days with an option to renew. Books can be returned to any of the Boston University libraries or to the book-drop located on the first floor of the Instructional Building. Reserve books, located behind the Circulation Desk, can be used in the Library, and do not check out overnight. Journals, reference books, and audiovisual materials do not circulate outside the Library without special permission.

EDUCATION AND REFERENCE SERVICES

Reference librarians are available to consult with patrons regarding collections, services, and print and electronic information resources. Please contact us at 617-638-4228, refquest@medlib.bu.edu, or <http://medlib.bu.edu/forms/refquest.cfm>. The Library also provides training on MEDLINE and other databases, PowerPoint, EndNote, and other information tools and resources. Please call 617-638-4296 or visit <http://medlib.bu.edu/workshops/> for more information or to schedule a training session.

Reference Desk Hours

Monday - Friday 8:30 am - 5:00 pm

**Appointments during regular hours are encouraged, but not required. Reference librarians are also available during off-hours by appointment for consultations or training.*

INTERLIBRARY LOAN (ILL) AND DOCUMENT DELIVERY

Photocopies of articles and loans of materials not held at the Alumni Medical Library are available to eligible patrons through ILL for \$3 per item. Requested items usually take 5-10 working days to arrive. A rush service is also available for an additional fee. Contact the ILL Department at 617-638-4270, ill@medlib.bu.edu, or <http://medlib.bu.edu/facts/ill.cfm>. ILL request forms are available at the Circulation Desk or on the Web at: <http://medlib.bu.edu/forms/illrequest.cfm>

OFF-SITE STORAGE OF PRE-1966 JOURNALS

Most of the Library's pre-1966 journals are located in an off-site storage facility. Access to off-site journals is free-of-charge, usually with a 24 hour turnaround. Request off-site journal volumes at the Circulation Desk or on the Web at: <http://medlib.bu.edu/forms/illrequest.cfm>

PHOTOCOPY SERVICES

Self-service photocopy machines are available on all floors of the Library and operate by copy cards (10 cents per page). A photocopy service is available for journal articles or book chapters owned by the Library. This service costs 20 cents per page for Boston University Medical Center and Boston Medical Center faculty, staff, and students. Photocopy request forms are available at the Circulation Desk, or can be submitted on the Web at: <http://medlib.bu.edu/forms/illrequest.cfm>

BUMC MEDLINE Plus/OVID SEARCH SYSTEM

BUMC MEDLINE Plus/OVID runs software produced by OVID, Inc., and contains the MEDLINE database from 1966 to the present with full search capabilities for beginners through advanced levels. Also available are CINAHL (nursing and allied health), a variety of Evidence Based Medicine (EBM) databases, and the full-text of 1500 electronic journals. BUMC MEDLINE Plus/OVID can be searched from terminals located throughout the Library without an individual account, or via remote access to users who have individual accounts. BUMC MEDLINE Plus/OVID is available 24/7 on the Web at:

<http://med-libinfo.bu.edu/ovidweb/index.html>

ONLINE LIBRARY CATALOG AND BOSTON LIBRARY CONSORTIUM

The university's online library catalog contains information about book and journal holdings in all BU libraries. Catalog terminals are located in all campus libraries or on the Web at: <http://library.bu.edu>. Boston University is a member of the Boston Library Consortium (BLC), which provides cooperative library borrowing and use privileges at 18 area university libraries. The BLC Virtual Catalog allows you to simultaneously search the catalogs of libraries in the Boston Library Consortium:

<http://www.bu.edu/library/vc/>

Patrons who need assistance retrieving books and journals because of a disability, because of the height at which the item is shelved, or because of the weight of an item are encouraged to ask for assistance at the Circulation Desk.