The Alumni Medical Library is located in the Instructional Building on the Medical Campus (L-12, 72 East Concord Street, Boston, MA 02118). The Library occupies the 12th and 13th floors of the building with entry on the 12th floor. The Alumni Medical Library serves the students, faculty and staff of the Boston University Schools of Medicine, Dentistry, Public Health, the Division of Graduate Medical Sciences and the Boston Medical Center.

Telephones for answering pages are located on the 13th floor next to the stairs and on the 12th floor near the elevators. Cell phone use is restricted to the Library lobby or photocopy alcoves. Restrooms are located in the photocopy alcoves on the 13th floor. Individual study carrels and large tables are located throughout the Library.

**LIBRARY HOURS**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Monday - Thursday</td>
<td>7:30 am - Midnight</td>
<td>Monday - Thursday</td>
<td>8:00 am - 11:00 pm</td>
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<tr>
<td>Friday</td>
<td>7:30 am - 10:00 pm</td>
<td>Friday</td>
<td>8:00 am - 5:00 pm</td>
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<tr>
<td>Saturday</td>
<td>10:00 am - 10:00 pm</td>
<td>Saturday</td>
<td>12:00 pm - 5:00 pm</td>
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<tr>
<td>Sunday</td>
<td>10:00 am - Midnight</td>
<td>Sunday</td>
<td>12:00 pm - 5:00 pm</td>
</tr>
</tbody>
</table>

* Special summer and holiday hours are posted on the Library's homepage at: [http://medlib.bu.edu](http://medlib.bu.edu) and at the Library entrance.

**TELEPHONE NUMBERS & URL's**

- Web Site: [http://medlib.bu.edu](http://medlib.bu.edu)
- Telephone Menu System: 617- 638-4232
- Fax: 617- 638-4233
- Administrative Offices: 617- 638-4230
- Circulation Desk: 617- 638-4244
- Interlibrary Loan: [http://medlib.bu.edu/forms/illrequest.php](http://medlib.bu.edu/forms/illrequest.php)
- Email: refquest@bu.edu
- Email: [refquest@bu.edu](mailto:refquest@bu.edu)
- Interlibrary Loan: [http://medlib.bu.edu/forms/illrequest.php](http://medlib.bu.edu/forms/illrequest.php)

**ELECTRONIC RESOURCES**

Over 7000 electronic textbooks and 7300 full text electronic journals, a variety of Web-based reference tools, a collection of Subject Guides on over 125 diseases and medical conditions, and 300+ bibliographic databases including PubMed, PsycINFO, Web of Science, CINAHL and LEXIS-NEXIS are available on the Library's Web site:

- Electronic Textbooks: [http://medlib.bu.edu/ebooks](http://medlib.bu.edu/ebooks)
- Electronic Journals: [http://medlib.bu.edu/ejournals](http://medlib.bu.edu/ejournals)
- Subject Guides: [http://medlib.bu.edu/webcollections](http://medlib.bu.edu/webcollections)
- Bibliographic Databases: [http://medlib.bu.edu/indexes](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. All printers are operated by copy cards (12 cents per page). Ethernet connections for laptop computers are located in study carrels in the Reference area on the 12th floor of the Library. Wireless Internet access is also available from any location in the Library; for more information on setting up Wireless Internet access, please visit [http://www.medlib.bu.edu/computing/connections.php#wireless](http://www.medlib.bu.edu/computing/connections.php#wireless)
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. 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@bu.edu, or http://medlib.bu.edu/forms/refquest.php. The Library provides research assistance for databases and training on other information tools and resources such as EndNote, RefWorks, Zotero and Mendeley. 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 $6 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.php. ILL request forms are available on the Web at: http://medlib.bu.edu/forms/illrequest.php

PHOTOCOPY SERVICES
Self-service photocopy machines are available on all floors of the Library and operate by copy cards (12 cents per page). Scanners located next to the photocopiers on the 12th and 13th floors of the library enable patrons to scan and send documents to library printers, an email address, or a USB drive. No charge is involved except for the print option (the charge is the standard $.12/page). A photocopy service is available for journal articles or book chapters owned by the Library with a typical turnaround time of 1-3 days. This service costs $6 per item. Photocopy request forms can be submitted on the Web at: http://medlib.bu.edu/forms/illrequest.php

PubMed
Boston University has created a customized link to PubMed which allows students, faculty and staff direct access to full text electronic to articles from over 3000 biomedical journals. As with all electronic resources, access to these full text articles requires a valid Kerberos user name and password. This URL for Boston University’s customized PubMed link is: http://www-ncbi-nlm-nih-gov.ezproxy.bu.edu/sites/entrez?otool=mabummlib

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 19 area university libraries. WorldCat Local allows you to simultaneously search the catalogs of libraries in the Boston Library Consortium: http://www.bu.worldcat.org

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.