

# New @ the Library

## May, 2007

### May 9, 2007

**The library will change the proxy password for summer session on May 29, 2007.**

The library will be changing the proxy passwords on May 29, 2007 for summer session. On the morning of May 29th, the library will send out an email when the password has changed. At that time you may request a new password by using the Ask a Librarian form available at <http://wsprod.westernu.edu/library/forms/ask.jsp> or by calling the library at 909-469-5323 during library open **hours**.

### May 11, 2007

**New "Place Hold" feature available in the library's online catalog.**

The library is currently beta testing a place holds feature that will allow you to request a hold on library material. When you place a hold on library material this means library staff will pull the material from the shelf and hold it for you at the front desk for 2 days.

To use this service visit the online catalog at

<http://library.westernu.edu/uhtbin/cgisirsi.exe/x/0/0/49>.

Look up material using the Quick Search or Power Search feature. From the list of results, click the "Details" button next to the item you wish to place on hold. Once you are in the item information view, there is a link called "Place Hold" in the box on the left side of the screen.

Click on the "Place Hold" link. You will be asked to provide your User ID #, PIN, and expiration date.

Your User ID# is the number that begins with an "@" symbol on your student ID card. Your Library PIN may be obtained by requesting it through the **Ask a Librarian** form or calling the library at (909) 469-5323. The expiration date should be the date that you will no longer need the material. If you leave this field blank, your hold request will not expire and will remain in the system until your request is filled or you are contacted by the library if the item is not available.

Click the "Place Hold" button and a confirmation screen letting you know your hold request has been placed will appear.

Hold requests may take 24 hours to process. The library will send you an email once the hold item is available.

If you have any questions, please contact the library at (909) 469-5323.

### May 16, 2007

**The library will begin Summer hours on May 27th.**

The library will begin summer hours on May 27 and continue through August 12. We will be closed on Sundays beginning with Sunday, May 27.

- Mon-Thurs 7:00 am to 9:00 pm
- Friday 7:00 am to 6:00 pm
- Saturday 11:00 am to 7:00 pm
- Sunday CLOSED

Normal operating hours will resume on August 13, 2007.

### May 26, 2007

**Library inventory will be June 4 - June 8.**

The Library will be conducting its annual inventory beginning Monday, June 4th through Friday, June 8th. We will be open our normal **hours**. During this time there may be an increase in the noise levels on the 2nd and 3rd floors. We will have earplugs available on the 2nd floor at the Reference Desk. We apologize for any inconvenience.

**May 29, 2007**

**New proxy passwords for summer session available.**

Electronic resources are available remotely to Western University faculty, staff, and currently enrolled students. The library must change the proxy passwords every semester to stay within the limits of our electronic resource license agreements.

New passwords are available for the summer session.

You may request a password by sending an e-mail through the Ask a Librarian form available at <http://wsprod.westernu.edu/library/forms/ask.jsp>.

Or you may call the library at (909) 469-5323 during open **hours**, please have your university ID card with you when you call.