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Forsyth Library Bibliographic Instruction flyer

Forsyth Library, Fort Hays State University

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BIBLIOGRAPHIC INSTRUCTION

- Forsyth library will provide bibliographic instruction for classes and organizations whether they are from on campus or from the surrounding area.
- Instruction will be tailored to the needs of your group.
- Sessions should be scheduled **AT LEAST** one week in advance.
- Sessions will provide orientation to the library as well as demonstrations of resources (print and electronic) in your subject area. Demonstrations are held in the library's computer lab or the writing center lab (depending on availability). If your class is in a mediated classroom, then the demonstration can be held there.
- Time may be arranged for student usage of resources following bibliographic instruction.

Please contact Lynn Haggard (785) 628-5566; email: lhaggard@fhsu.edu to arrange for a class. You can also contact the Forsyth Library Reference Desk (785) 628-5283 and talk to one of our reference staff. It will not be official until it is confirmed and put on the instruction calendar.

DISTANCE SERVICES

Forsyth Library maintains the Distance Services Program for Ft. Hays State University Distance Students (those living outside the city of Hays). See the information on the program at: http://www.fhsu.edu/forsyth_lib/outreach.shtml .

Distance Staff will act in your student's place when they cannot come to campus. We can:

- Meet with them at Forsyth Library (or phone if they wish) by appointment
- Direct students to library resources closer to their home or work
- Provide brief telephone reference services related to their course work
- Conduct limited literature searches for their research (with prior approval by their professor)
- Loan Forsyth Library books to them by mail
- Photocopy or print articles from journals, course reserve materials, and limited pages from books
- Process Interlibrary Loan materials for them

There may be fees attached to some of these services. Contact the Reference Desk email at: refserv@fhsu.edu or the Reference Desk at: 785-628-5283 (or Judy Pape at 785-628-5511; email: jpape@fhsu.edu). It is best to email requests to the Reference Desk, for more streamlined processing.