

Other Libraries & Resources

Putnam County Public Library

<http://www.putnam.lib.in.us/>

103 E. Poplar St., Greencastle, IN 46135

765.653.2755

Library cards available to those who live or work in Putnam County.

Indiana State University, Indiana University, Purdue University, & the IUPUI libraries

<http://lib.indstate.edu/>

<http://www.libraries.iub.edu/>

<http://www.lib.purdue.edu/>

<http://www-lib.iupui.edu/>

Allow in-house use of most materials; an Indiana driver's license is required to get a borrower's card. For more information visit those libraries' web sites.

Federal and Indiana state depository libraries

<http://www.in.gov/library/feddeposit.htm>

INSPIRE

<http://www.in.gov/library/inspire/>

Databases selected to meet the information needs of Indiana citizens.

PLAC - Public Library Access Cards

<http://www.in.gov/library/placrules.htm>

Allow holders to borrow from over 200 public libraries in Indiana for one year, and may be purchased at any public library in Indiana.

If you have any questions not answered by the information in this brochure please contact the Libraries' Administrative Office at 765.658.4434



DEPAUW
UNIVERSITY

Libraries

Library Services to Community & Public Users

Roy O. West Library

765.658.4420

Archives

2nd Floor, Roy O. West Library

765.658.4406

Prevo Science Library

Julian Science & Mathematics Center

765.658.4306

Music Library

Green Center for the Performing Arts

765.658.4443

Visit www.depauw.edu/libraries/ for more information on hours and services.

Building access after 10 PM requires a DePauw ID card

DePauw University is a private, liberal arts institution located in Greencastle, IN. The University's libraries primarily serve our students, faculty members and staff members, but members of the public are also welcome to use many of the resources at our libraries. Our collections support college-level education and research in the arts, humanities, sciences, and social sciences.

Borrowing from the DePauw University Libraries

To obtain a DePauw University Community Borrower's Card you must be at least 16 years of age and have either:

- a valid Putnam County Public Library card *and* a valid driver's license or state-issued photo ID.
 - There is a \$10.00 processing fee.
 - If the borrower is under the age of 18, a parent or guardian must sign our lending agreement, *in person*.
- *or*, a current student or employee ID from any other college, seminary or university in Indiana.

Community Borrower's Card Applications are available at the *ID-One Card Office* on the lower level of the Union Building, where the cards are issued.

***ID-One Card Office* regular business hours:**

Monday – Friday 8:00 am – 5:00 pm

Hours are subject to change. For more information call 658-4253 or visit:

<http://www.depauw.edu/it/onecard/>

Once you have been issued a Community Borrower's Card for our libraries, you may:

- borrow books, government documents & maps
- check out up to 10 items at a time
- keep items 28 days

Not all items may be checked out, but all materials may be used in the libraries. For example, you may watch a video in the building, but may not check it out to take home. In the event of high demand for materials and/or equipment, we will give priority to student and faculty users. For specifics, please visit:

www.depauw.edu/libraries/about/policies/

Community Borrower's Card holders are not eligible to:

- utilize computer lab facilities or to borrow limited resources such as laptops, lockers, reference books, study rooms, or videos.
- request Interlibrary Loan of materials from other libraries. To request materials from another library please consult your public or school library.
- access the libraries' electronic subscription databases from off campus. Database licenses allow visitors' use only from within the libraries.

Indiana residents have free access to an array of databases at www.in.gov/library/inspire/

**Please note our collections are intended for adults and include materials that may not be appropriate for children.*

Printing & Photocopying

Printing and photocopying is available in all libraries for a fee. For more information, see a staff member at any circulation desk. For specialized printing needs, DePauw Printing Services is happy to offer an array of printing services to individuals in the community and non-profit organizations. For more information on printing & photocopying visit www.depauw.edu/it/dps/

Computers in the DePauw University Libraries

Computers in the DePauw University Libraries are primarily for the use of DePauw University students, faculty members and staff members. Although computer lab facilities in the libraries are not open to the public, members of the public are welcome to use the computers in the reference areas of each library to meet specific information and research needs, such as:

- to access U.S. federal government information
- to conduct college level or other advanced research
- to access DePauw University's subscription databases

We do not have the resources to meet the general computing needs of the community. If you need to use a computer for e-mail, web-browsing, word processing, or activities other than academic or government library research, we encourage you to visit your local public library. The University also offers computing hardware and software via the Community Technology Enhancement Program (CTEP). For more information on CTEP go to www.depauw.edu/offices/ctep/ or contact:

Community Technology Enhancement Program

Julian Science 131
602 S. College Avenue
Greencastle, IN 46135
765.658.5920
ctep@depauw.edu

When using computers at the libraries, you are subject to the University's *Policy on Electronic Communications and Acceptable Use*, available at:

www.depauw.edu/it/policies