

An Introduction to the Services Available at the SMLR Library

Labor Education Center, 50 Labor Center Way
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LIBRARY HOURS

- 10a-8p Monday - Thursday
- 10a-2p Friday
- 10a-2p Saturday
- closed Sunday

Holiday Hours: See the Rutgers University Libraries (RUL) web site:
http://www.libraries.rutgers.edu/rul/h_and_d/h_and_d.shtml

FACILITIES

The Carey Library has ten public computers, photocopying and printing facilities, comfortable seating for group and individual study, and a wireless hub for use with your laptop computer.

REFERENCE

Carey Library staff is available during library hours to answer questions about library services and to help you with your research. If you cannot come in person, call or e-mail us at the above contact points.

IRIS

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

IRIS is the library system's online catalog. All of the materials held by all of the Rutgers libraries, including the SMLR Library, are cataloged in IRIS. When beginning your search for library materials, always check IRIS first. If the book you are looking for is not held at SMLR but is held at another Rutgers library you can have the book sent to the SMLR library by clicking the button labeled "Deliver/Recall Book." If a book is normally held at the SMLR library but is currently checked out you can have it recalled by clicking the same button.

DATABASES AVAILABLE THROUGH RUL

Popular databases for SMLR (<http://www.smlr.rutgers.edu/library/Populardatabases.pdf>)

RUL Indexes and Databases (<http://www.libraries.rutgers.edu/rul/indexes/indexes.shtml>)

To search for articles, use the list of popular databases on the SMLR Library web site or the Indexes and Databases link provided on the RUL web page. You will find instructions on how to retrieve articles, how to use the available databases, and you will also find both a subject list and an alphabetical list of the databases available at Rutgers. The information available in these indexes and databases is not cataloged in IRIS. The librarians will be happy to assist you in the use of these systems if you run into problems.

DATABASES AVAILABLE ONLY FROM COMPUTERS IN THE SMLR LIBRARY

BNA Human Resources Report.

This weekly newsletter alerts you to important employee relations trends and developments--upcoming laws, regulations, and innovative employer practices, as well as the latest economic statistics and coverage of selected international developments. The archives go back to 1996.

BNA Labor and Employment Law Library

A complete resource for cases, guidance, and news in all major areas of the field: fair employment practices, individual employment rights, Americans with disabilities, wages and hours, labor-management relations, collective bargaining, and labor arbitration decisions.

BNA Occupational Safety and Health Reporter

For full news coverage and documentation of federal and state occupational safety and health programs, standards, legislation, regulations, enforcement, and court and agency decisions, rely on the resource that OSHA officials themselves use.

RESERVES & E-RESERVES

http://www.libraries.rutgers.edu/rul/lib_servs/course_reserves.shtml

Many professors provide required readings through the RUL E-Reserve web site, which is linked to the IRIS web site. These materials are also often held in hard copy behind the SMLR library circulation desk and are available by request. They may be perused in the library and/or photocopied, but books on reserve may not be checked out.

The School for Management and Labor Relations also has two online reserve systems, **Digiclass** (<http://smlr-digiclass.rutgers.edu>) and **Sakai** (<http://sakai.rutgers.edu>). These services are not affiliated with the SMLR library, but can be accessed from the library's computers. For assistance with this program please contact Joanne Mangels (732-445-5971).

INTERLIBRARY LOAN/REQUESTS (ARTICLES AND BOOKS)

In many cases, library materials that are unavailable from the Rutgers University Library system can be ordered through Interlibrary Loan. This can be done either through the RUL web site or by requesting assistance from the staff member at the reference desk. **Both books and articles can be ordered in this way.** In addition, RUL is introducing a new interlibrary loan and article delivery service for electronic articles only. You can find out more about how to use this free pilot program here:

http://www.libraries.rutgers.edu/rul/news/07/07_new_ill.shtml.

E-ZBORROW: THE PENNSYLVANIA ACADEMIC LIBRARY CONSORTIUM, INC. (PALCI) PROJECT

The Rutgers University Libraries are a member of the Pennsylvania Academic Library Consortium, Inc. (PALCI). Along with over three dozen Pennsylvania academic libraries and the University of West Virginia, Rutgers participates in PALCI's E-ZBorrow program for the expedited delivery of books. PALCI libraries have developed a virtual union catalog with more than twenty- six million items that permits combined searching and requesting by their students, faculty, and staff. Participating libraries include Carnegie Mellon, Pennsylvania State and Temple Universities, and the Universities of Pittsburgh, Pennsylvania and West Virginia. **Only books are available through this service.**

