

Guide to Library Services

University of the Fraser Valley

Find Success @ Your Library

Relying on Wikipedia and Google sources to write your research papers just won't cut it with your professors; they expect you to use reliable, authoritative academic sources, the kind of sources that are available through your library.

We will provide you with the information you need for your studies. We will teach you how to find this information yourself. We will also teach you to use Google and other Internet resources skillfully, to help you learn how to evaluate the information you find there to see if it meets your academic needs. It's been proven: if you learn to use the library early in your studies, you'll get better grades and your life will be much easier.

Get Your Library Card

- » **Students and Employees:** Your UFV Campus Card is your library, photocopy and printing card.
- » **Alumni:** Get a free library card when you join the UFV Alumni Association; check out their web site: <http://www.ufv.ca/Alumni>
- » **Others:** Purchase a Community Borrower card for \$25/year

Replacement cost for lost cards:

- » UFV Campus Card: \$10
- » Other Borrower Cards: \$5

New to UFV?

Make a visit to the library one of your first steps:

- » Get your UFV Campus Card
- » Get your Library PIN
- » Load up your Campus Card for printing & photocopying
- » Sign in to your MyUFV account to change your password, set your security question, and set up access to your UFV email account

Use Your Library Card

- » Show your card each time you want to borrow materials
- » You are responsible for all materials borrowed on your card
- » Fines are charged for damaged items; replacement cost is charged for lost items
- » Use your UFV Campus card for printing & photocopying

Library Locations

Abbotsford	Building "G" (Learning Commons) 33844 King Road (604) 854-4545
	Building "A" 45635 Yale Road (604) 795-2824
Mission	Heritage Park Centre 33700 Prentis Avenue (604) 557-7609

<http://www.ufv.ca/library>

	Loan Periods & Late Charges	Books	Journals	Videos DVDs	Course Reserves	Interlibrary Loans	
Students	Loan Period	2 weeks	7 days		Varies	Usually 2 weeks	
	Renewals	Up to 3 times online			None	n/a	
	Late Charges	25¢/day (\$1.00/day if recalled)	\$1.00/day		\$1.00/hr to \$1.00/day	\$2.00/day	
Employees	Loan Period	2 weeks	7 days		n/a	Usually 2 weeks	
	Renewals	Up to 4 times online				n/a	n/a
	Late Charges	\$1.00/day if recalled					\$2.00/day
Others*	Loan Period	2 weeks**	7 days**		n/a	Usually 2 weeks***	
	Renewals	Up to 3 times online					n/a
	Late Charges	25¢/day (\$1.00/day if recalled)	\$1.00/day				\$2.00/day

* Alumni, community borrowers, and other non-affiliated users.

** Limit of 5 items at one time.

*** Please note: The UFV Library subsidizes ILL requests for current students, faculty, and staff; fees will apply to all other requests.

24/7 Access to a Wealth of Information

- » **Library Catalogue:** Find books, videos and DVDs, facts & statistics, government reports, and more in the UFV Library
- » **Research Databases:** Find articles in magazines, journals, and newspapers on your topic; some are in the library, but many more are online
- » **UFV Journals List:** Use this list to access more than 50,000 print and online journals in the UFV collection, or to find an article for which you already have the citation
- » **Guides to Research:** Get easy access to the best databases, search terms and tips, reference books, Internet resources, and more on a wide range of subjects
- » **How-To's & FAQs:** Get answers to your questions about the library, or access a number of tutorials on using the library
- » **Assignment Planner:** Stay organized and on top of your research projects; sign up for email reminders of deadlines and helpful resources at every stage of your project
- » **RefWorks:** Keep all your sources and notes organized, then let RefWorks format your bibliography and in-text citations
- » **My Library Account:** Keep track of due dates on all your library materials, **renew your library materials online**, and manage your library PIN
- » **Inter-Campus Transfers & Holds:** Is the item you need at another UFV campus, or does someone else already have it checked out? Just use the "Place Hold" function in the library catalogue to have it transferred or to have us hold it for you
- » **Ask a Librarian:** You can get help from us whenever you need it, however you need it—just ask!

Faculty Services

Liaison Librarians

Each faculty &/or department has a librarian assigned to answer your questions and help you take advantage of the library's services:

Access & Continuing Studies

..... Colleen Bell
Arts

..... Mary-Anne MacDougall

..... Patti Wilson
Science

..... Hongfei Li

Professional Studies

..... Heather Compeau

..... Colleen Bell

Trades & Technology

..... Heather Compeau

Library Instruction

Whether your students need general research skills or an introduction to a specific resource, the library can tailor seminars and workshops specifically for your class or assignment.

» Instruction is scheduled by the library for all BIO 111, BUS 100, CMNS 125, CMNS 155, and ENGL 105 sections.

» To request library instruction, fill in our online form; look for the "Request Form" link on our home page.

Contact your liaison librarian to discuss how we can support you in integrating research skills most effectively into assignments, courses, &/or programs.

Ordering Library Materials

Each department receives an annual allocation for purchase of books and videos; information is available from your departmental library representative or your liaison librarian.

Course Reserves

Reserve materials can be from the library's collection or ones that you bring in, and can include books, articles, answer keys, lecture notes, videos, and more. For more information, contact your library liaison or the Reserves Technician, or visit the Faculty Resources page on our web site.

Can't Find It @ UFV?

Request it from another library...

- » Look for the "Interlibrary Loans" link on our web site, or...
- » Click on "Where Can I Get This?" in most of our research databases
- » Allow 3-7 days for articles, 1-2 weeks for books
- » An email message letting you know when items arrive and where to pick them up
- » Planning a visit to another library? Ask us for a COPPUL Card before you head out—it will allow you to borrow materials while visiting libraries at participating institutions across Canada

Getting Help

Library (604) 854-4545
refabby@ufv.ca

- » Access to databases
- » Interlibrary loans
- » Research assistance



Look for this logo to get online help immediately

IT / Computing (604) 854-4610
Helpdesk.its@ufv.ca

- » Email
- » MyUFV
- » Network storage / Q drive
- » Passwords
- » Wireless access
- » Computing labs

Media Services (IMS)

(604) 854-4546

- » Equipment loans
- » Video editing & production
- » Poster production
- » Media production lab
- » Transparencies
- » Colour laser printing

Writing Centre

(604) 504-7441 x4282

- » Academic writing assistance
- » Citations & documentation