**LIBRARY HOME PAGE**

[http://library.sewanee.edu](http://library.sewanee.edu/)

**REGULAR LIBRARY HOURS**

* Monday–Thursday 7:30 a.m. – 1:00 a.m.
* Friday 7:30 a.m. – 10:00 p.m.
* Saturday 9:00 a.m. – 6:00 p.m.
* Sunday 11:00 a.m. – 1:00 a.m.

**INTERIM HOURS**

* Monday-Friday 8:00 a.m. – 5:00 p.m.
* Saturday CLOSED
* Sunday CLOSED

**SUMER Advanced Degree Program HOURS**

* Monday-Friday 8:00 a.m. – 10:00 p.m.
* Saturday 9:00 a.m. – 6:00 p.m
* Sunday 1:00 p.m. – 10:00 p.m

******

**“THEOLOGY Stacks”**

* Library of Congress classification system ranges B–BX;
* Located in the SE corner of the third floor of duPont Library
* Marked as Main Collection on the Library Catalogue
* All stacks’ materials can be checked out and renewed online or by phone, but need to be returned at Circulation/Drop off box on time to avoid fines.
* There is a self-checkout service machine located near the central elevator of the third floor; alternatively, for circulation assistance you can go to the Circulation Desk, located on the first floor of duPont, or call 931.598.1664.

**THEOLOGY REFERENCE-duPont***third floor*

* These reference materials are labeled as *Theology Ref.* on the book spine
* They are designated to be used only in the immediate vicinity of the Theology Reference area
* Please, do not take reference books away, but return them to their original location or place them in the re-shelving area
* If an item is needed for a longer time, please, scan/photocopy the appropriate pages or find the stacks copy

**THEOLOGY RESERVES-Hamilton Hall Reading Room**

* There is a separate section for each SoT course
* No need to look up titles in the library catalog
* Please, sign up in the Reserves’ binder every time you use a reserve material
* Read books only in the Hamilton Reading Room and return books to proper section when finished

**THEOLOGY PERIODICALS** third floor

* arranged in Library of Congress classification order with current issues on display; back volumes following in order; red labels on end of ranges
* Diocesan Journals and Newsletters are arranged alphabetically by title
* Periodicals are to be used in the immediate area only, please, do not take them away
* when finished, please, set them in the re-shelving area

**SCANNING and PHOTOCOPYING**

* Convenient locations: 3rd floor & ground floor of duPont; Computer lab in Hamilton Hall
* Printing and scanning is momentarily free
* Scanning to a Google Drive, USB memory stick or e-mail is free and highly recommended

# STUDY SPACES

* The 3rd floor of the Library is designated as a QUIET Study Area
* duPont 339 is our *SoT Study Area* (ask for key #12 @ Circulation) with 12 assignable desks
* In addition, we have 8 *closed study carrels* located around the Liturgy Room; these carrels can be assigned to individual students at the beginning of each term
* All open seating at library carrels and tables can be used
* Materials may be left on carrels and tables only if checked out to you
* Leave note on table with your name on it, so that materials will not be removed
* Personal items (e.g., computers, phones) are left at your own risk
* Room 330 and 331 can be reserved for *group study*



# THEOLOGY SPECIAL COLLECTIONS

* Old Bibles and BCP’s can be consulted by appointment in the Liturgy Room (duPont 334)
* All the other Theology Special Collections are hosted in the University Archives and Special Collections; access is only by appointment (email: archives@sewanee.edu or phone (931.598.3212)

**OTHER LIBRARY SERVICES**

* Internet: wireless secure and guest access available on campus
* Public Computers: available for patrons on a first come first served basis; computer labs available for usage on the ground floor
* Accordance and Bibleworks software available on a couple designated duPont 3rd floor and Hamilton Computer Lab terminals
* Academic technology services and immediate troubleshooting help is available via HelpDesk located on the ground floor in DuPont (email: helpdesk@sewanee.edu Phone: (931)-598-1369
* Group study rooms available throughout the library; may be reserved through EMS: <https://sewanee.emscloudservice.com/web/>
* Inter Library Loan (Sewanee ILL) services (email: ils@sewanee.edu Phone: (931)-598-1697)
* Fooshee collection (popular fiction, children literature, newspapers, movies, audio books collection) available on the 1st floor of duPont
* 7 days/week, 24 hours/day study space available on the ground floor of duPont Library

# OFFSITE USE OF ELECTRONIC RESOURCES

Some databases may require your Banner user name and password when connecting to them off-campus. Please, use your user credentials via your Sewanee proxy connection.

*Should you have any questions or concerns, please, feel free to raise them.*

*We are glad to have you here!*