Welcome to the Library

Since its founding more than 250 years ago, the Penn Library has developed resources of extraordinary range and depth. Negotiating our print collections and finding pathways through the digital library could daunt the most seasoned scholar. Our goal is to make a rich and at times bewildering information landscape easy to comprehend and traverse. If you’re writing a paper, developing a course, or engaged in research, Penn offers library services that can save you time and enhance the quality of your work. In the pages that follow, we introduce those services and many of the skilled and knowledgeable people who provide them. You’ll meet even more of our staff in facilities around campus, on the web, in classrooms, and in College Houses—virtually anywhere knowledge and information are needed at Penn. Seek them out; I’m certain they will become invaluable assets to your study and research.

H. Carton Rogers
Vice Provost and Director of Libraries
Don’t Miss This...

ONE SEARCH | MANY RESULTS: E-Resource Locator/Library Site Search
This new tool searches across multiple Library resources, providing access to e-journals, databases, online dictionaries, research guides, library web pages, FAQs, and staff listings, as well as to the contents of Franklin and VCaT. It’s the place to start, whether you are just beginning your research and want to scan the library’s e-resources on a topic, are searching for a specific journal title, or are in need of information on library services. You'll find the search box at the top of most Library web pages.

MAJOR NEW RESOURCE: EBSCO MegaFILE [more on page 8, Databases]
The first stop for journal article searching in a wide range of subjects, MegaFILE is the newest addition to the Library's extensive collection of electronic resources. This multi-disciplinary database provides indexing and fulltext access to a broad array of scholarly journals and general interest, business, and popular magazines. Coverage extends to close to 17,000 titles, all of which are linked to library holdings through PennText. MegaFILE can be accessed through the Library's E-Resource Locator.

FINDING VIDEOS and DVDs: VCat [more on page 12, Film | Video Resources]
For easy access to the Library's collection of videos and DVDs, use VCat, available on the web at http://www.library.upenn.edu/catalogs/vcat/. You can search for an individual film or browse the collection in various ways, such as by date or title. While in VCat, check out the lists of collection highlights and what's recently been added. Most films circulate for one week, so jot down your favorites (be sure to note the call number and library location for each) and stop by to pick them up.

IF WE DON’T HAVE WHAT YOU WANT: BorrowDirect+ [more on page 3]
The fastest way to get books not available in the Penn Libraries, including books not owned, missing, or checked out to other borrowers. You can search the catalogs of scores of academic libraries, including many Ivies, and submit your requests online. Check out this popular service at http://webdoc.library.upenn.edu/borrowdirect/

SHOWCASING PENN SCHOLARSHIP: ScholarlyCommons@Penn [more on page 24] A repository of scholarly output of researchers at the University of Pennsylvania, ScholarlyCommons@Penn is available free of charge to all users who want to learn about and keep up-to-date with Penn scholarship from anywhere in the world. Link to http://repository.upenn.edu/ to search the collections, browse by author, set up an RSS feed to keep track of new content, or for information on adding your research to the repository.

GROUP STUDY SPACE [more on page 26, Study Facilities]
The Library continues its effort to provide more group study space for students. This year’s additions are the 2 new Class of 1964 Group Study Rooms that have been built on the 3rd floor of Van Pelt Library. These, and other Van Pelt study rooms, can be reserved up to one week in advance at the Information Desk or at the Rosengarten Reserve Desk. A complete list of study rooms around the Penn Libraries can be found at http://www.library.upenn.edu/facilities/groupstudy.html.
MANAGING BIBLIOGRAPHIES: RefWorks [more on page 2, Bibliographic Management Tools] Managing your citations just became easier. The Library now subscribes to RefWorks, a web-based bibliographic management tool. Once you create an account on the RefWorks server you can easily import journal article and book citations from research databases and library catalogs. These can then easily be formatted as references in Microsoft Word documents. To get started, access RefWorks through the E-Resource Locator on the Library web.

CITE AND LINK: PennText Service [more on page 8, Databases and Article Indexes and page 11, E-journals] Whether you have a journal citation in hand or have found an article you need in one of the Library's databases or indexes, PennText will be an invaluable research tool. PennText provides a direct link from a database citation to a variety of services related to the particular citation, including the full text of the article, if available. The PennText Article Finder, which you can link to from the Library homepage, can help you locate your article in our electronic and print collections.

GET THE ANSWER NOW, ONLINE: LiveChat@PennLibrary [more on page 6, Chat Services] For instant help contact LiveChat@PennLibrary at http://rechat.library.upenn.edu. Librarians are available to provide an answer to a quick question, or assist with the complexities of your research. Log in weekdays noon-5pm and evenings 9-11pm.

LIBRARY WATCH: NewBooksPlus! and RSS [more on page 20, New Materials] Keep abreast of new additions to the Penn library by subscribing to a NewBooksPlus! RSS feed. The feed can be customized to search for materials in a specific discipline, language, format, library location, or any combination of these criteria. Create your search in the NewBooksPlus! catalog at http://newbooksplus.library.upenn.edu/cgi-bin/nbp.cgi and save the feed to your browser from the search results page. Questions? Contact us at library@pobox.upenn.edu

COMING IN 2006

LIBRARY AS LEARNING CENTER: David B. Weigle Information Commons An innovative collaboration between the School of Arts and Sciences and the University Library, the Commons will be a flexible and supportive new space where School of Arts and Sciences undergraduate and graduate students can do research, experiment with technology and new media, and collaborate with faculty and peers. Set to open in Spring of 2006 on the 1st floor of the Van Pelt-Dietrich Library Center, the Commons will include a Digital Media Lab, group study rooms, seminar space, and flexible collaborative workspace.

STAY UP TO DATE IN YOUR FIELD: Table of Contents Service A new service, PennAlerts, provides students, faculty and staff with tables of contents for new issues of journals as they are published. The contents pages link to the electronic full-text of the articles. Subscribe and receive email alerts as new issues become available. More than 8,000 journals will be included in the service.
**Accessing Library Databases and Other Digital Resources:**

Database licensing agreements require the Library to restrict use of most networked databases, many e-journals, and other proprietary resources to Penn students, faculty, and staff. On-campus access is provided through PennNET, the campus network. For those who connect from off-campus, the Library's Proxy Service is your key to accessing our licensed e-resources. For details on the Proxy Service, check the Library web at http://www.library.upenn.edu/proxy.

**Accessing Penn’s Libraries:** We invite Penn students, faculty, and staff to use all of Penn’s 15 Libraries. For security reasons, you’ll need your PennCard to enter the Van Pelt-Dietrich Library Center and many other Libraries on campus. Visitors should consult the Courtesy Access and Borrowing Privileges section below or call Van Pelt Research and Instructional Services at 215-898-7556 for information.

**Accessing/Borrowing from Other Libraries:** Our membership in the Research Libraries Group (RLG) gives Penn faculty, staff, and students on-site access privileges at many major research libraries, including, in this region, Columbia, NYU, Penn State, Princeton, Rutgers, and Temple. The Library also has reciprocal access arrangements with Bryn Mawr, Haverford, Swarthmore, and Drexel. Penn students, faculty, and staff may use these libraries by showing their current PennCard. Borrowing privileges are limited. Special arrangements include the following:

- Penn faculty may request free borrowing privileges at Drexel, Bryn Mawr, Haverford, and Swarthmore.
- Penn graduate students may apply for borrowing privileges at Drexel with a letter from Van Pelt Circulation.
- The Free Library of Philadelphia offers borrowing privileges to all with a PennCard.
- **BorrowDirect & E-ZBorrow:** These services allow Penn faculty, students, and staff to request materials directly from the circulating collections of a wide range of university libraries, including most of the Ivy Schools. Access BorrowDirect and E-ZBorrow using the BorrowDirect+ link in Franklin, Penn's online catalog, or check out the BorrowDirect+ link on the Library homepage.
- For more information, see the section on borrowing in the online Penn Library A to Z at http://www.library.upenn.edu/az/.

**Acquisitions and Cataloging:** These departments, part of the Library’s Information Processing Center, order, receive, and catalog approximately 120,000 volumes a year for the collections. You may request rush processing of newly received titles, and mark records of titles not yet in hand for rush processing upon receipt. Look for the Place Request button at the
top of each Franklin screen. To suggest new acquisitions, use the online Purchase Suggestions form at www.library.upenn.edu/forms/purchase.html or contact the appropriate bibliographer listed in the section on collections in the Library at www.library.upenn.edu/collections/.

**African Studies:** Penn’s collections on Africa—approximately 66,000 volumes—are strong in the social sciences, particularly in anthropology, linguistics, history, political science, government, and demographic, social, and economic statistical information. The Library also collects Sub-Saharan African literature in French and English, as well as texts in many local languages, primarily Swahili, Amharic, and Yoruba. All major African studies periodicals are received with extensive historic backfiles.

**Annenberg School for Communication Library** see Communication

**Anthropology** see Museum Library

**Art, Architecture, & City Planning** see Fisher Fine Arts Library

**Asian Studies** see East Asian Studies and South Asian Studies

**Audio Collections** see Music Library

**Bibliographic Management Tools:** Computer-based systems that help users organize large numbers of references and automatically create bibliographies and/or footnotes in standard formats. One version, RefWorks, part of our e-resources collection available at www.library.upenn.edu. You can create an individual account on the RefWorks server and import into it journal article and books citations from research databases and library catalogs. You can automatically format these references in Microsoft Word documents. We also offer PC-based software packages such as EndNote and Reference Manager, which have similar capabilities. Consult Library reference staff at Van Pelt and the Biomedical Library for more information on using these tools. See also, Help Using the Libraries on page 14.

**Biddle Law Library** see Law and Legal Resources

**Biological Science Resources** see Biomedical Library

**Biomedical Library**
http://www.library.upenn.edu/biomed
Johnson Pavilion, 36th & Hamilton Walk
Philadelphia, PA 19104-6060

197,000 vols./3,600 current serials, holdings as of July 2004
The services and collections of the Biomedical Library support research, education, and patient care decisions for the University of Pennsylvania...
Health System, the Schools of Medicine and Nursing, Biomedical Graduate Studies, and the Department of Biology. Collections emphasize the most current material available. In addition to the relevant databases online, the Library provides networked e-journals including over 3,600 titles in nursing, biology, and medicine, 172 e-books and PDA-accessible content. The Library houses a 35-station computer center, conference and study facilities, a microcomputer training laboratory, and audio-visual carrels. Staff provide in-library and off-site training in searching medical and biological databases, bibliographic management tools, and general library/research skills. Through the Library’s Liaison-Outreach Program, staff are available to speak to classes, departments, or larger groups on library and information science topics. Staff also provide individual consultations.

**Blackboard:** The Blackboard learning system provides a set of web-based tools for easy distribution of course-related materials, administration of quizzes, and management of grades. Blackboard also supports communication beyond the classroom, with discussion boards, email, virtual chat, announcements, and “digital drop boxes”. The Library offers services to help faculty develop Blackboard course sites, including:

- scanning and uploading of required readings (Electronic Reserves)
- linking to Library provided databases, e-journals, e-books, image collections, and specific articles, and
- linking to guides/pathfinders for specific course-related topics.

Interested faculty should contact their school or departmental librarian or call Research and Instructional Services at 215-898-7556 for more information.

**BorrowDirect+ and E-ZBorrow:** Services that enable Penn faculty, staff, and students to simultaneously search the catalogs of scores of academic libraries, including many Ivies, and submit requests for books not available in the Penn Libraries, including books not owned, missing, or checked out to other borrowers. To use either BorrowDirect or E-ZBorrow, click on the BorrowDirect+ button at the top of each Franklin screen or link to http://webdoc.library.upenn.edu/borrowdirect+. Choose the service you prefer and you will be kept informed about the progress of your request via email. Most books are available for pick-up within four days of request.

**Borrowing from Penn’s Libraries:**

- **Your PennCard** is your borrower's card. Penn students, faculty, and staff are eligible to borrow books from all Libraries in the Penn Library system.
- **Your patron record must be current** for you to borrow materials and access Library databases and e-journals. Verify that your patron record is correct by selecting the My Library Account link on the Library’s homepage or in Franklin. Stop by any Library circulation desk to register or update your record.
We will deliver books from one Penn Library to another, including from the High Density Storage Facility, at your request. Use the Place Request button in Franklin.

Also use the Place Request button in Franklin to request rush processing of newly received titles and to recall items charged out to other patrons.

To borrow from the Law Library’s collections, you must register in person at the Biddle Law Library.

Loan periods and circulation policies vary for individual Libraries. To view these policies in detail, link to www.library.upenn.edu/borrowing.

Use the My Library Account link to see what books you have charged out, to renew them if needed, and to check the status of your recall or rush process requests.

Use the rapid BorrowDirect and EZ Borrow service in lieu of recalling books that are checked out.

**Business Resources. Lippincott Library of the Wharton School**

http://www.library.upenn.edu/lippincott

Van Pelt-Dietrich Library Center
3420 Walnut Street
Philadelphia, PA 19104-6207

186,000 vols./3,700 current serials, holdings as of July 2004

Lippincott Library, a business research library, serves the Wharton School and the Penn community. In addition to its book and serials holdings, the Library receives reports from major U.S. and foreign corporations. Lippincott Library provides a wide selection of computer search services (via the web, online time-sharing systems, and compact disc) to patrons with valid PennCards. Lippincott provides access to several major proprietary databases through the Library web, including ABI/Inform, Factiva, and Business Source Premier. Other electronic files in Lippincott include fulltext and image databases of business journals and corporate reports on CD-ROM, plus access to international financial systems such as DataStream, SDC, and Bloomberg. Library staff offer one-hour instructional sessions on the use of computer databases for business research. Reference Librarians are available to help you with your business research questions in person, by email, by online chat, and by phone. Lippincott provides a table of contents and delivers library service for full-time Wharton faculty.

**Care of Materials:** Penn’s library collections are an extraordinarily valuable common good. The Library takes its stewardship responsibilities seriously. We ask your cooperation in protecting and preserving Library materials for future users. Special care should be taken when photocopying items to avoid breaking the bindings. If you would like assistance copying particularly frail materials, ask staff for help. If you find materials that are damaged, please bring them to the attention of a staff member. Theft or mutilation of Library materials will be prosecuted.
Carrels: Van Pelt Library, the Fisher Fine Arts Library, and the University Museum Library provide assigned study carrels for students. In Fine Arts and the Museum Library, carrels are assigned to graduate students only; all students may request carrels in Van Pelt. Books are charged to carrels for the academic year. Inquire at the individual Library’s circulation desk to reserve a carrel.

Catalogs: Franklin, Penn’s catalog, on the web at www.franklin.library.upenn.edu, lists books, journals, music scores, sound recordings, videos, and computer files in all of Penn’s Libraries, except the Biddle Law Library. Biddle’s catalog, LOLA, is accessible on the web at http://lola.law.upenn.edu. Nearly all of Penn’s collections are included in Franklin, and a program is underway to create online records for the remaining older titles. In addition to these older materials, certain types of publications are not fully represented in Franklin. Partially excluded are:
- government publications — federal, state, foreign, and international
- individual titles within microform research sets
- materials published in non-Roman alphabets and vernacular scripts
- rare and original materials (consult the Rare Book & MSS Library)
- a portion of pre-1968 publications.

Card Catalogs: For the near term, a thorough catalog search should include the card catalogs that still represent important segments of the Libraries’ collections. The Biddle Law Library, the Center for Advanced Judaic Studies Library, the Museum Library, the Ormandy Music and Media Center, the Annenberg Rare Book & Manuscript Library, and Van Pelt Library all have extant card catalogs whose listings are being steadily added to Franklin, but are not fully included at this printing.

RLIN-Eureka & OCLC WorldCat, two very large online catalogs, each with more than 30 million bibliographic records, are linked from the Library Catalogs web page. These catalogs list books, journals, archival materials, manuscripts, and other materials in libraries throughout the country and the world. Penn faculty, students, and staff can initiate Interlibrary Loan requests from within RLIN or WorldCat.

Center for Advanced Judaic Studies Library
http://www.library.upenn.edu/cajs
420 Walnut Street
Philadelphia, PA 19106-3703
215-238-1290/fax: 215-238-1540

204,000 vols. /400 current serials, as of July 2004/check CAJS Catalog & Franklin
The Library supports both advanced research and a publications program in Judaica /Jewish Studies. CAJS holdings are strong in Biblical and rabbinic literature, Jewish history and thought up to the modern period, and Judaica Americana. CAJS also holds more than 8,000 rare and unique items, including Hebrew incunabula, early printed works, medieval codices, papyri, scrolls, archival collections, and over 500 genizah fragments.
Chat Services: The Library offers a live chat service that allows you to ask and receive answers to questions online and in real time. During the academic year, the service is available weekdays 12-5 pm and Sunday-Thursday evenings 9-11 pm. Logon to http://refchat.library.upenn.edu for instant help using the Libraries.

Chemistry Library
http://www.library.upenn.edu/scitech/
3301 Spruce Street
Philadelphia, PA 19104-6323

34,000 vols./380 current serials, holdings as of July 2004

The Chemistry Library collects primarily in the four areas of major faculty research: biological chemistry, inorganic chemistry, organic chemistry, and physical chemistry. The collection maintains 160 current journal subscriptions and has full runs of most of the English-language core journals in chemistry. The monographs provide a good working collection with strengths in organic synthesis and natural product chemistry. Among its electronic services, the Library provides networked access to Chemical Abstracts, Gmelin, ScienceDirect, the Beilstein database of chemical compounds, and Science Citation Index.

City and Regional Planning see Fisher Fine Arts Library

Collections of Penn's 15 Libraries:
The collections of Penn's Library - one of the oldest academic libraries in the nation - aim to support the University's teaching, research and clinical needs by supplying information in all formats and media. Policies formed in consultation with faculty guide the selection of materials.

Collectively, Penn's libraries hold more than five million printed volumes and four million microform items. We subscribe to more than 40,000 online and print journals and provide access to over 700 databases and other digitized resources.

On the Penn campus, school and departmental Libraries and the main University Library, the Van Pelt-Dietrich Library Center, house the bulk of our collections. Significant concentrations of material are also located off-campus at the Center for Advanced Judaic Studies, the New Bolton Center in Chester County (see Veterinary School Library) and the High Density Storage Facility at Market and 30th Street. More collection details are available in this guide under the listings for the various Libraries and major subjects.
Physical browsing in the stacks remains a useful and important way of finding information. However, with so much material physically dispersed and with even more material now available electronically, students and faculty need to be adept at using the online catalog and other information management systems designed for searching the entire collection by keyword, or call number.

As interlibrary borrowing systems become increasingly efficient, library collections grow ever more interdependent, and Penn is fortunate to participate in a number of resource-rich alliances, including BorrowDirect and EZBorrow. These programs greatly enhance our offerings to students and faculty. Penn is also a member of the Center for Research Libraries, a vast global resource for material that may be borrowed on an open-ended loan period.

We invite faculty, students and staff to recommend titles for purchase. Please contact the librarians or bibliographers listed in this guide, or use the Purchase Suggestions form found on www.library.upenn.edu under the forms link.

**College House Research Consultants:** The Library is an active partner in Penn’s project to provide undergraduate students with academic support in their residences, especially at times when most University offices are closed. The Research Consultants form a network of specially trained students who help fellow students with Franklin and Library databases, and who put you in touch with a librarian for in-depth reference help. The names of this year’s Consultants are found on the web at http://gethelp.library.upenn.edu/advisors. For information about this program or becoming a Research Consultant, contact Nick Okrent at 215-573-2217 or okrent@pobox.upenn.edu.

**Communication. Annenberg School for Communication Library**

http://www.library.upenn.edu/annenberg/

3620 Walnut Street
Philadelphia, PA 19104-6220

8,700 reference vols./305 current serials, holdings as of July 2004

The Annenberg School Library contains a reference and current awareness collection with particular strength in the areas of print media, film and video, telecommunications and broadcasting, mass media effects, cultural studies, political and health communication, and communication in the developing world. The wide array of periodical literature and electronic resources located at Annenberg is supplemented by a large book collection on communication housed in the Van Pelt Library.

**Computer Labs in the Libraries:** The Library provides more than 500 computers in labs and other facilities in its locations. Three to note are:
Biomedical Library: (215-898-9219) PCs and Macs with email and Internet capabilities, word processing, spreadsheet and presentation software.

Van Pelt-Dietrich Library Center: Rosengarten Lab (215-573-2846), ground floor, open 24 hours, Sunday-Thursday, fall & spring semesters; Van Pelt Class of 1937 Computer Lab, 5th floor, west: PCs and Macs with email, MS Word, MS Excel, MS Powerpoint, and Maple mathematical software.

Chemistry Library: Teaching Lab & Computer Resource Room (215-898-7122) 8 PCs with Chem-Draw, SciFinder Scholar, Beilstein, and other software supporting chemistry research, plus MS Office.

Copy Cards see Photocopying

Courtesy Access and Borrowing Privileges: Adult researchers who need to use Penn’s collections are invited to use the Libraries on weekdays. Visitors will be asked to provide a valid photo ID. We recommend that you call ahead to discuss your research needs and to verify access policies and Library hours. Persons who wish to borrow from the Libraries’ collections may purchase a Courtesy Card, which permits borrowing from all Libraries except Biddle Law. The card does not permit database or e-journal access or interlibrary loan service. Card holders may also use the Van Pelt-Dietrich Library Center and the Fisher Fine Arts Library on weekends and holidays. The Library welcomes alumni, non-Penn researchers, and corporations to apply. For information call (215)898-7556.

Databases and Article Indexes: The Penn Library provides more than 400 networked databases and indexes for use by faculty, staff, and current students. These resources vary in purpose and content. Some provide the fulltext of news sources (Factiva and LEXIS/NEXIS Academic). Others index and abstract scholarly and professional journal literature (MEDLINE, MathSciNet). Some article indexes, like EBSCO MegaFILE, provide indexing, abstracting, and selected fulltext. The Library offers databases with quantitative information, such as ICPSR database and iPOLI, and a growing variety of databases containing digitized photos, art works, and images with searchable texts; prominent examples include the AP Photo Archive and the Accessible Archives of 18th and 19th century newspapers. Penn Library users can print, save to disk, or email the results of their database searches.

When searching databases and indexes take advantage of the PennText service. PennText provides a direct link from a database citation to a variety of related services. These include a link to article fulltext if available, or to an abstract or table of contents of a cited journal issue. PennText can also link to a Franklin catalog record for the print version of a journal, and provide a dynamic Interlibrary Loan form, useful when we do not own the journal you need. Look for the PennText button in many of the Library's databases and indexes and click to use this convenient service.
Dental School Library
http://www.library.upenn.edu/biomed
4001 Spruce Street
Philadelphia, PA 19104-6041

59,500 vols./770 current serials, holdings as of July 2004
The Library's collection covers all aspects of dental medicine and the related
basic sciences. Areas of emphasis include oral biology, oral medicine, oral
implantation, periodontics, endodontics, orthodontics, pediatric dentistry, and
oral and maxillofacial surgery. In addition, the collection emphasizes bone
and mineral research, cellular biochemistry, tissue reactions, temporo-
mandibular joint treatment, and AIDS research. The historical collection is
especially strong, covering the history of dentistry in the U.S. and Western
Europe. The Library offers access to a wide range of relevant biomedical
databases, and to a constantly expanding collection of fulltext electronic
journals.

Digital Library: The Digital Library is a test bed for the development of
digitized text and image collections, finding aids, and strategies for preserving
information in digital form. Current research and development initiatives
include the Schoenberg Center for Electronic Text and Image
(SCETI), the Online Books Page, planning for electronic journal archiving
and the Library Data Farm. These projects are the work of librarians collabor-
ating with scholars, segments of the software industry, academic publishers,
and philanthropic agencies. The goal of Penn's Digital Library is to integrate
digital content, print and other nondigital resources, and the expertise of
librarians into a rich repository of knowledge.

Disabilities, Services for Patrons with Disabilities: The Library is
committed to providing equal access to information for all members of the
Penn community. The Van Pelt-Dietrich Library Center and all the school
and departmental Libraries offer barrier-free access. See the Library web at
http://www.library.upenn.edu/facilities/ada for details. The Assistive
Technologies Room, located in the Goldstein Undergraduate Study Center
on the ground floor of the Van Pelt-Dietrich Library Center, provides work-
stations and software for persons with limited vision or motor function.

Dissertations: The Library houses copies of all extant Penn doctoral level
dissertations and many masters' theses. Dissertations are listed in Franklin
and in Dissertation Abstracts, a networked database that indexes U.S. disserta-
tions from 1861 forward and provides online access to abstracts of all U.S.
dissertations from 1980 on, and to the fulltext of Penn dissertations accepted
since 1997. A large number of Penn dissertations can be accessed online
through ScholarlyCommons@Penn.

Document Delivery/Interlibrary Loan: Interlibrary Loan is a service
through which Library materials not owned by Penn may be requested from
other libraries. All currently affiliated University faculty, staff, and students
may use this service, which is administered by five Interlibrary Loan offices, each serving its own constituencies. Your affiliation determines your service unit. Penn’s membership in the Research Libraries Group, regional consortia, the Mid-Atlantic Law Library Cooperative, and the National Library of Medicine’s DOCLINE program provide rich resources for expedited borrowing of books and delivery of journal articles. You can initiate an Interlibrary Loan request online by using the web request form, or by using the request features built into RLIN Eureka and OCLC WorldCat. Borrow/Direct and E-ZBorrow provide an avenue for quickly obtaining books that are owned by other Ivy institutions and research libraries in Pennsylvania. Use WebDoc@PennLibrary to receive online articles you request from other institutions and from the Library’s High Density Storage Facility. Details on the WebDoc service are on the Library web at http://webdoc.library.upenn.edu/webdoc. For more information about ILL and document delivery services see the web page at http://webdoc.library.upenn.edu/ill.

**East Asian Studies:** A large percentage of the East Asian collections consists of works on pre-modern Chinese and Japanese literature and East Asian religion and philosophy. The collections contain lesser concentrations on East Asian history, pre-modern art and architecture, East Asian languages and linguistics, and traditional medicine. Currently the Library is increasing its holdings in modern Chinese and Japanese literature and East Asian women’s studies, and beginning to collect in Korean Studies. The East Asian Collection on the fifth floor of the Van Pelt-Dietrich Library Center houses books and journals in the vernacular languages of East Asia. The University Museum Library and the Fisher Fine Arts Library also have extensive East Asian holdings.

**E-books:** More than 100,000 fulltext books are available through the Library web. These include:

- Two fulltext medical references: AccessMedicine and Books@Ovid-20 plus clinically-relevant textbooks and reference books.
- American Council of Learned Societies History E-book Project.
- Early English Books Online | Evans Digital Collection | Eighteenth Century Collections Online, three resources that together include virtually all English publications from 1475 to 1800.

- Online Books Page. Links to fulltext versions of over 11,000 books that are in the public domain and reside on the Internet. The range of subjects is broad. Go to www.digital.library.upenn.edu.

Safari Tech Books Online, Knovel Engineering and Scientific Online Reference Books, and Wiley encyclopedias and reference works. Together these sources offer more than 700 e-books, including major reference works such as Perry’s Chemical Engineers’ Handbook and nearly all the programming manuals published by O’Reilly and Associates.

**Education Resources:** Van Pelt Library houses the majority of the Library’s collections in education. Educational theory and practice, the history of education, educational psychology, school administration/organization, and higher education are among the stronger areas of the collection. Areas of growth include urban education, school and community relationships, and the teaching of science and mathematics. Penn offers online access to ERIC, the major index in education, and the full text of ERIC documents beginning in 1996. The Library also holds the ERIC microfiche collection. Recent years are housed in the Van Pelt Microtext section, older documents are in the High Density Storage Facility.

**E-journals:** The Library web links to over 9,000 electronic journals. Some of these are freely available on the Internet, but the majority are fee-based subscriptions and include titles from JSTOR, ScienceDirect, Project Muse, and other major academic publishers and societies world wide. If you have a journal citation in hand, you can use the PennText Article Finder to access a copy of the article in the Library’s electronic and print collections or to obtain a copy through Interlibrary Loan if we do not own the journal. Link to this service on the Library homepage.

**Electronic Reserves** see Reserves

**Email:** The Library offers access to email at more than 400 workstations in Library facilities. Citations from Franklin, from most databases, and from many fulltext networked files provided by the Library can be easily emailed to your account.

**EndNote** see Bibliographic Management Tools

**Engineering Library**

http://www.library.upenn.edu/scitech
217 Towne Building, 220 S. 33rd Street
Philadelphia, PA 19104-6315

46,000 vols. / 1,100 current serials, holdings as of July 2004
The Engineering Library collections cover bioengineering, biomolecular, chemical, electrical, mechanical and systems engineering, applied mechanics, materials science and engineering, and computer and information science. The Library also houses Engineering School theses and *dissertations* from
the past five years, has a small collection of videotapes, and a study collection of textbooks supporting undergraduate course work. For faculty of the School, the Library offers a journals table of contents and document delivery service. Web access to the major engineering and science databases, including Compendex, Science Citation Index, and INSPEC, is available to the Penn community. Thousands of e-journals and e-books of interest to engineering and applied science are accessible using the E-Resources Locator at www.library.upenn.edu/scitech.

**Faculty Use of the Libraries:**

- Faculty have special loan periods in Van Pelt and several other Libraries.
- A small number of locked faculty studies are available in the Van Pelt-Dietrich Library Center. For more information, contact Hilda Pring, Faculty Liaison (215-898-7094 | pring@pobox.upenn.edu).
- Faculty may designate up to five proxy borrowers, including spouses and partners, to charge Library books on their behalf. Registration forms are available at the Van Pelt Circulation Desk.
- Faculty may create reserve books lists or request individual titles for reserve using the Place Request button in Franklin. The Library scans readings for reserve or for linking to a BlackBoard course site.

**Library Film Center:** Supporting cinema studies in the School of Arts and Sciences, the Film Center consists of a large group viewing facility that seats up to thirty, and six smaller group study rooms equipped with multimedia viewing and listening equipment. The large viewing facility is outfitted with a rear screen projection system, DLP projector, tri-standard VCR, DVD/laser disc players, and computing capabilities. This room is available for class bookings and can be reserved through the Library’s administrative office; call 215-898-7091 for booking information. The small group viewing and listening rooms are part of the Music Library’s Eugene Ormandy Music and Media Center and contain DVD/laser disc players—including multi-region DVD players—as well as a variety of audio and computing capabilities.

**Film | Video Resources:** The Library’s growing multimedia and film collections in videocassette, laser disc, and DVD format are fully cataloged in Franklin, Penn’s online catalog, and searchable using VCat. VCat also provides film highlights and lists of new titles. The range of titles is broad, with a major collection of South Asian films. Viewing stations are available in the Ormandy Music and Media Center, the Goldstein Undergraduate Study Center, and the Library Film Center in Van Pelt-Dietrich. Most titles can be borrowed for home viewing.
Fisher Fine Arts Library
http://www.library.upenn.edu/finearts
220 S. 34th Street
Philadelphia, PA 19104-6308

157,000 vols./980 current serials/463,000 slides, holdings as of July 2004
The collections of the Fisher Fine Arts Library cover architecture, city planning, historic preservation, history of art, landscape architecture, the studio arts, and urban design. Collections are increasingly global in nature and include materials on the arts of Islam, South Asia, and East Asia, which supplement collections in the Van Pelt and Museum Libraries. The Library also houses the Perkins Architectural Collection, a special collection of some 3,000 major works in the history of architectural book publishing.
Members of the Penn community have web access to databases and e-journals supporting each subject area. Print collections are complemented by a circulating collection of DVDs and videos.

The Library maintains a large and growing collection of digitized fine arts images and 35mm slides. These visual resources provide coverage of world art and architecture from prehistory to the modern age and are available to faculty, graduate students, and undergraduates for on-campus classroom use. For more information about the image collections, digital scanning and other services, check the web at http://www.library.upenn.edu/collections/finearts/slide/.

Food and Drink: For the protection and preservation of the collections, food and drinks are not generally permitted in the Libraries. An exception is Van Pelt-Dietrich, where drinks in containers with secure lids are permissible.

Franklin, Penn’s Online Catalog see Catalogs

Geographic Information Systems: GIS software combines layers of numeric data and geospatial data to produce maps. The mapping products of GIS provide a visual method of presenting relatively complex relationships, patterns, and trends. The Library has a site license for ArcView, a popular GIS software, with copies installed in Van Pelt’s Moelis Electronic Research Center and the Goldstein Electronic Classroom. Penn is a member of UCGIS, the University Consortium for Geographic Information Science. The Library’s GIS datasets are described in Franklin, Penn’s online catalog. Contact Laura Allen, Public Services Data Librarian in Van Pelt, about GIS applications. See also the Library’s GIS web page at http://www.library.upenn.edu/datasets/.

from U.S. cities, several foreign governments and intergovernmental organizations. Documents are received in print, microtext, and electronic formats; many are web accessible, including comprehensive collections from the U.N., OECD, IMF and World Bank. Not all documents are represented in Franklin, Penn’s online catalog, nor in the card catalog; we encourage you to consult a librarian when you need to locate official publications.

**Graduate Student Use of the Libraries:**
- Many Penn Libraries offer special loan periods for graduate students.
- Graduate students may apply for a study carrel in the Van Pelt, Fine Arts, or Museum Libraries and may charge Library materials to carrels for the academic year.
- Graduate students may borrow an unlimited number of books and up to four videos at one time.

**Health Sciences** see Biomedical, Dental, and Veterinary

**Help Using the Libraries:** Penn’s librarians will help you find materials in the collections, check facts, get started on a research paper, navigate the Internet, track down citations, or choose the most relevant electronic file. In the smaller departmental and school Libraries, librarians are available weekdays only. Librarians staff the larger Libraries (Biddle Law, Biomedical, Lippincott, and Van Pelt), on evenings and weekends. Help is available by phone, by email, and in person. You are also invited to make an appointment with a librarian to discuss your research needs. Faculty are especially encouraged to discuss how the Library might help their students. For more information, see the Reference services link at [http://gethelp.library.upenn.edu](http://gethelp.library.upenn.edu) or call 215-898-7556.

**High Density Storage Facility**
Suite #10, 3001 Market Street
Philadelphia, PA 19104
215-573-5662

878,500 volumes, holdings as of July 2004
The High Density Storage Facility is designed to manage, preserve, and make accessible low-use titles gathered from the on-campus Libraries. Penn’s online catalog, Franklin, provides bibliographic access to holdings in Storage. Materials can be retrieved by using the Place Request button in Franklin, the Forms link on the Library web, or through Library circulation desks. Users may request original items and photocopies of journal articles and portions of books. Use WebDoc@PennLibrary to have articles from Storage delivered to your desktop computer. For more on WebDoc service, see [http://webdoc.library.upenn.edu/webdoc/](http://webdoc.library.upenn.edu/webdoc/). Physical items are delivered every weekday to the Library of your choice and twice each weekday to the Van Pelt-Dietrich Library Center. To consult large quantities of material or the Map Collection in the Facility’s reading room, call 215-573-5662. On-site access is limited to weekdays, by arrangement.
**Hours:** Library hours vary according to the academic calendar, with extensions in the Van Pelt Library during exam periods. The hours page on the Library web always displays the current hours, plus future changes. For hours information, call 215-898-7555.

**Humanities Collections:** The Library’s humanities collections—housed in the Van Pelt Library, the Fisher Fine Arts Library, the Music Library, and the Museum Library—include texts, images, and sound recordings in all formats. Most of this material is organized by subject according to the Library of Congress and Dewey classification systems, and is available in the open stacks for browsing, though increasing numbers of books are shelved in the High Density Storage Facility at 31st and Market Streets.

In addition to the area studies collections, *Van Pelt Library* has strong humanities collections in fields as diverse as American, English, and European literatures, American and western European history, classical studies, philosophy, and the historical and textual study of religion. The Annenberg Rare Book & Manuscript Library makes available the manuscript, archival, rare, and pre-nineteenth century materials that support humanistic scholarship. A wide range of historical works and documents are stored in microform. However, the Library web site at [www.library.upenn.edu](http://www.library.upenn.edu) is increasingly the gateway to large collections of humanities texts and images, such as the three online collections that comprise all of English language publication from 1475 to 1800.

**Image Collections:** The Library provides web access to high-quality images from several collections. The Fisher Fine Arts Library Image Collection offers the University 100,000 digitized images and 500,000 art and architecture slides. Digitized images from the Library’s South Asia collection are also accessible on the web. You can search and view these online image collections [here](http://imagesvr.library.upenn.edu/i/image/all). The Schoenberg Center for Electronic Text and Image (SCETI) [publishes](http://www.library.upenn.edu/sceti) thousands of web-accessible facsimiles of Penn’s rare books, unique materials, and photographs. SCETI is also home to the English Renaissance in Context, a three-year project funded by the National Endowment for the Humanities, which combines images of original texts and online tutorials created by Penn faculty. Visit [SCETI](http://dewey.library.upenn.edu/sceti).

**Instructional Services and Research Skills:** A major goal underlying the Library’s development of information resources and technologies is to build and support the information competence of students and faculty. To this end, the Library offers a variety of instructional services that range from one-on-one consultations to group training sessions. At the request of faculty, librarians provide course-related instruction sessions, help design research assignments, assist faculty and students with *BlackBoard* and other forms of courseware, and guide students in evalu-
ating Internet resources. Using Chat Services and College House Research Consultants, the Library makes reference help available where students live and work. The Biomedical, Lippincott (business), Science and Engineering Libraries, and Van Pelt also offer sessions that focus on specific topics, for example, finance, specific databases (MEDLINE), or specific skills (effective Internet searching).

We also encourage students to use the Penn Online Research Tutorial (PORT), a web-based primer for getting started with research. Check out PORT at http://gethelp.library.upenn.edu/PORT. For more information about instructional services, consult the Library listings at http://gethelp.library.upenn.edu/workshops/ and the telephone numbers and email addresses listed on the Reference Services web page at http://gethelp.library.upenn.edu/contact/.

**Interlibrary Loan** see Document Delivery/Interlibrary Loan also BorrowDirect and E-ZBorrow

**Internet Searching:** To help you locate useful information on the Internet, the Library’s subject specialists search the web for sites that meet certain criteria: Is the information accurate? Is the site reliably available? Is it up-to-date? Can you tell who is responsible for the information? Does the subject matter fit with Penn’s curricular programs? Sites that meet these standards are incorporated in the range of e-resources searchable from the Library homepage. In addition, major Internet search engines are listed, described, and evaluated at www.library.upenn.edu/e-resources/search-tools.html.

**Judaica/Jewish Studies:** Penn’s Judaica collections comprise one of the world’s largest and richest resources on the history and culture of Jews from Biblical times to contemporary America. Located in Van Pelt Library, in the Center for Advanced Judaic Studies (CAJS) Library, in the Museum and Biddle Law Libraries, these collections total about 350,000 volumes, in 24 languages and in a range of formats from manuscripts to electronic resources. Collection strengths include Biblical literature, history of Biblical interpretation, Jewish history, and modern Hebrew and Yiddish literature. While the majority of rare materials are held at CAJS, a number of important early Hebrew printed works and a significant collection of Holocaust Memorial (Yizkor) books are housed in the Annenberg Rare Book & Manuscript Library.

**Laptop Computer Loan:** Laptop computers can be checked out for in-library use at the Biomedical and Engineering Libraries, and at the Rosengarten Reserve and the Circulation desks in the Van Pelt-Dietrich Library Center. Wireless connections in these locations allow the Library laptops to connect directly to the Internet.
**Laptop Computer Networking:** If your laptop computer is equipped with an ethernet card you can connect to the Internet from study areas in the Van Pelt, Lippincott, and Biomedical Libraries. Ports are located throughout Van Pelt on the first floor, the Goldstein Undergraduate Study Center, the Music Library’s Marian Anderson Study Center, and in the carrel areas on the third and fifth floors of the stacks. Lippincott ports are located in the Class of 1971 Electronic Lookup Lounge. Cables are available at Van Pelt’s and Biomedical’s Circulation Desks. For more information, check out [http://www.library.upenn.edu/computing/personal_laptops.html](http://www.library.upenn.edu/computing/personal_laptops.html). If your laptop has a wireless card, you can reach the Internet via wireless connections in the Biomedical and Engineering Libraries, and in many areas in Van Pelt-Dietrich, including the Undergraduate Study Center and major study lounges throughout the building.

**Late Night Study:** The Goldstein Undergraduate Study Center on the ground floor of the Van Pelt-Dietrich Library Center is open 24 hours Sundays through Thursdays, until midnight Fridays, and until 2 a.m. Saturdays during the fall and spring semesters. Adjacent to the Goldstein Center you’ll find Mark’s Café.

**Latin American Studies:** Penn’s Latin American collections are strong in history, literature, and materials relating to indigenous peoples and languages. Extraordinary special collections, such as the Berendt Linguistic and Brinton collections, which contain grammars and lexicons of Native American languages, and the Lea Library, with its materials on the Inquisition and the late medieval and early modern Catholic Church, supplement the general collections. Current emphasis is given to ethnography and archaeology, colonial history, ethnohistory, and literature. Though the largest number of Latin American related titles are held in Van Pelt Library, the Museum Library excels in Mesoamerican archaeology, languages, and codices. The Sydney Keil Collection of Latin Americana, in the Annenberg Rare Book & Manuscript Library, complements current research emphases on colonial history, especially Mexican.

**Law and Legal Resources. Biddle Law Library**

[http://www.law.upenn.edu/library](http://www.law.upenn.edu/library)

3460 Chestnut Street (Entrance: 3443 Sansom Street)
Philadelphia, PA 19104-3406

547,000 vols./3,300 current serials, as of July 2002/check Biddle’s online and card catalogs to access Law holdings

The Biddle Law Library’s collections and services, located on four floors of the Law School’s Tanenbaum Hall, support Law School programs in American, foreign, and international law. Biddle’s holdings include books, journals, reported judicial opinions, statutes, digests, citators, and government documents. Access to Biddle is restricted; Penn students are encouraged to make access arrangements in advance by calling Biddle Reference at 215-898-7853. LOLA, Biddle’s online catalog at [http://lola.law.upenn.edu](http://lola.law.upenn.edu), can
be used to search titles published since 1970, as well as the core collection, all journal titles, and items on order. For other materials, consult the Biddle card catalog. Titles in Biddle are not included in Franklin, though Franklin offers a convenient link to LOLA.

**Lea Library** see Rare Book & Manuscript Library

**Library Staff** see the Directory inside the back cover

**Life Sciences** see Biomedical, Dental, and Veterinary

**Linguistics** see Social Sciences

**Lippincott Library of the Wharton School** see Business Resources

**Literature** see Humanities

**Lockers:** Small storage lockers are available in the Goldstein Undergraduate Study Center and on the third floor of Van Pelt-Dietrich. A $.25 deposit is required to use a locker and is refunded when the unit is emptied. Keys for the third floor units are dispensed at the Van Pelt Circulation Desk and at the Rosengarten Reserve Desk for the lockers in the Goldstein Center.

**Lost and Found:** For the Van Pelt-Dietrich Library Center, ask in the Goldstein Undergraduate Study Center on the ground floor. Call 215-898-7561. For other Libraries, inquire at a service desk.

**Magazines** see Periodicals

**Manuscripts** see Rare Book & Manuscript Library

**Map Collections:** In addition to Van Pelt Library’s collection of atlases and other bound volumes of maps, over 120,000 flat maps are housed in the High Density Storage Facility, where they can be consulted on site. The collection core consists of the 7.5 and 15 minute series of U.S. Geological Survey topographic maps. This is an historical collection: all versions of individual quadrangle maps are retained. In addition, users can consult early USGS folios, other USGS series, geological maps, aeronautical and oceanographic charts, Defense Mapping Agency maps, and a miscellaneous collection of foreign maps. Call the Storage Facility at 215-573-5562 weekdays to arrange a visit.

**Mathematics-Physics-Astronomy Library**

http://www.library.upenn.edu/scitech

David Rittenhouse Laboratory (DRL) 3N1, 33rd & Walnut Streets
Philadelphia, PA 19104-6317

49,000 vols. / 580 current serials, holdings as of July 2004

The collection supports teaching and research in mathematics, physics, and astronomy, and is particularly strong in high-energy physics, astrophysics,
topology, algebraic geometry, and Riemannian geometry. The Math-
Physics-Astronomy Library also provides major electronic indexes and
abstracts to the literature of mathematics and physics, including MathSci-
Net, INSPEC, and the Science Citation Index. Many journals are available
in fulltext electronic form.

**Medicine** see Biomedical Library, Dental Library, Nursing
Resources, and Veterinary Library

**Microforms:** Penn’s collections include substantial microfilm, microfiche,
and microprint holdings. Though more material appears on the web every-
day, a large percentage of research-level
resources is still only available in microform.
Each Library housing microforms also pro-
vides reader-printers for easy hard-copy out-
put. See the web page on Microforms Sets at
www.library.upenn.edu/collections/micro-
forms/. In most cases individual titles includ-
ed in microform sets are not listed in
Franklin. To be sure you have found all of the relevant research materials on
your topic, including microforms, ask a librarian.

**Middle East Studies:** The strength of the collection lies in Islamic law,
the medieval and modern history of the Arab world and Iran, and the clas-
ical and modern literatures of the Arabic-speaking world, Iran, and, to a lesser
degree, Turkey. The collection consists of materials in both Middle Eastern
and Western languages. Holdings include a large number of rare nineteenth-
and early twentieth–century works by noted European Orientalists and
numerous texts in Arabic, Persian, and Ottoman Turkish printed during the
same period. Basic reference works and core texts are housed in the Middle
East Seminar Room on the 5th floor of the Van Pelt Library.

**Multimedia Resources** see Film and Video Resources

**Museum Library**
http://www.library.upenn.edu/museum/
University Museum, Academic Wing, 3rd fl., 3260 South Street
Philadelphia, PA 19104-6324

131,000 vols./800 serials, as of July 2004/CHECK Franklin & Museum Catalogs
The Museum Library, founded in 1898, is one of the outstanding anthropo-
logical libraries in the world. Its collections support research, study, and
teaching in anthropology and archaeology, and include materials in related
disciplines such as folklore, linguistics, museology, and ethnographic art.
Special strengths are in Egyptology, Mesoamerican—especially Mayan—
archaeology and cultural anthropology, archaeology of the ancient Medi-
terranean, and the ancient Near East. The Daniel G. Brinton Collection, a spe-
cial collection of pre–1890 materials relating in large part to Mesoamerican
and other indigenous American languages, offers unusual resources for advanced linguistic and cultural research. The Library has the complete Human Relations Area Files (eHRAF) in microfiche and electronic formats, as well as other major electronic resources, microforms, and videos. Laptop computers can be borrowed for use within the Museum Library, and wireless access to the internet is also available.

**Music Library**
http://www.library.upenn.edu/music/
Otto E. Albrecht Music Library
4th Floor, Van Pelt-Dietrich Library Center
Philadelphia, PA 19104-6206
215-898-6248

114,000 vols./37,000 sound recordings, holdings as of July 2004
The Albrecht Music Library houses books, music scores, periodicals, microforms, and audio and video recordings. At the core of the collection are scores in both scholarly and performing editions, literature on music history and theory, and microforms of primary sources. Rare materials related to music are housed in the Annenberg Rare Book & Manuscript Library. The Library’s manuscript holdings, particularly rich in Philadelphia-related collections, include the papers of Marian Anderson, Eugene Ormandy, and Leopold Stokowski, and the Philadelphia Musical Fund Society archives.

The Music Library also contains two important resource centers:

The Marian Anderson Music Study Center provides a quiet study facility for patrons, and contains the core of the Library’s reference collection, current issues of periodicals, and a conference room for teaching.

The Eugene Ormandy Music and Media Center offers compact disc collections of Western classical music and jazz, as well as art and traditional music of the world. The Library’s collection of music-related videos is also housed here. The Center is equipped with turntables, compact disc and cassette players, reel-to-reel tape machines, DVD, laser disc, and tri-standard video tape players, all available for use with headphones. Compact discs, videos and some sound recordings in other formats are cataloged in Franklin; remaining items are listed in the Media Center’s card catalog.

**New Bolton Center see Veterinary School Library**

**New Materials:** You can see what the Library has received recently in your area of interest by linking to our NewBooksPlus! page at http://newbooksplus.library.upenn.edu/cgi-bin/nbp.cgi. Books, journals, databases, and other Library materials are organized by date of receipt, Library location, type of material (e.g., videos), or any combination of the above.
**Newspapers:** Van Pelt Library subscribes to major U.S. and foreign newspapers and maintains microtext backfiles of many of these. School and departmental Libraries collect newspapers in their subject areas; for example, the *Wall Street Journal* is available in Lippincott. Selected, historically important newspapers, which are no longer published, are also collected in microtext format. Newspapers are listed by title in Franklin, Penn’s online catalog. The E-news Sources link on the Library’s web includes major news databases including Factiva, NewsBank, and Lexis/Nexis Academic, plus links to electronic versions of current newspaper around the world.

**Numeric Data** see **Quantitative Data**

**Nursing Resources:** The Library supports the entire spectrum of information relevant to nursing. Collections within the Biomedical and Van Pelt Libraries include journals and textbooks on nursing practice, research, and education. The CINAHL/Nursing and MEDLINE databases and relevant databases in the social sciences are among the many electronic resources that facilitate the work of students and faculty and inform the decision-making of nurses in the patient care centers of the University of Pennsylvania Health Systems.

**Optical Scanners** see **Scanners**

**Ordering Materials for the Collections:** Please suggest additions to the collections via campus mail, email to library@pobox.upenn.edu, or via the Purchase Suggestions form linked from the Library homepage. Bibliographers also welcome opportunities to discuss the collections with you.

**Penn Portal:** see **www.library.upenn.edu**

**PennCard:** Your PennCard is needed to access buildings and borrow books.

**Periodicals:** The Library subscribes to more than 35,000 periodicals and other serials, and links to some 7,500 e-journals. If you do not find the periodical you need listed in Franklin, Penn’s online catalog, check with a librarian. Document Delivery/Interlibrary Loan will try to get articles for you if the journals you need are not part of Penn’s collections. Go to the Forms link at www.library.upenn.edu for the ILL/Photocopy request form.

**Photocopying:** Self-service photocopy machines are available in all Libraries. Use your PennCard or a copy card to copy at $.08/page. Copies made with coins are $.10/page. Faculty may charge copy cards to departmental accounts. For more information on departmental accounts, call the

Physics see Mathematics-Physics-Astronomy Library

Printing: Workstations in computer labs and in other public clusters are connected to laser printers. Color laser printing is offered in Van Pelt Reference, the Fine Arts and Biomedical Libraries. The cost to print in black and white is $.08 per page, and $1.00 per page for color. For more information about computer printing services see the web page at http://www.library.upenn.edu/facilities/photocopy or ask a staff member.

Proxy Service for Off-Campus Access to E-resources: Penn students, staff, and faculty connecting from off-campus using a Penn-preferred Internet service provider, such as DCANet, to access the Library’s resources will need to connect through the Library’s Proxy Service. The Proxy Service allows you to log in and access the proprietary databases, e-books, e-journals and other restricted resources as if you were on campus. For more information, check the web page at http://www.library.upenn.edu/proxy.

Quantitative Data: The Library receives large amounts of numeric data in a variety of forms. Through our memberships in three agencies, the Inter-University Consortium for Political and Social Research, the Roper Center for Public Opinion Research, and the Sociometrics Social Science Electronic Data Library, we provide direct download and mediated access to datasets worldwide in political science, economics, population studies, social and health issues, and communication. We receive large amounts of numeric data on CD-ROM and DVD from the U.S. Census Bureau and other government agencies, and from financial sources such as DataStream. Via the Library web site we provide access to major online databases with numeric files, including STAT-USA, SourceOECD, and the UN Common Database. For more about data resources, consult the Research and Instructional Services staff in Van Pelt, at 215-898-7556.

Rare Books & Manuscripts. The Walter H. & Leonore Annenberg Rare Book & Manuscript Library http://www.library.upenn.edu/rbm

6th floor, Van Pelt-Dietrich Library Center
Philadelphia, PA 19104-6206

243,000 vols./9,900 l.f. of MSS., as of July 2004/check Franklin, also the card catalogs in Van Pelt and in the Rare Book & Manuscript Library.

This Library holds rare and unique printed books and extensive manuscript collections. Printed book holdings include items from the fifteenth century to the present, and are especially strong in philosophy, history, literature, and science. Codex manuscripts date from as early as 1000 C.E. Modern manuscript collections of the papers of writers, performers, artists, and scholars—
among them Theodore Dreiser, Lewis Mumford, Marian Anderson, and Alma Mahler Werfel—offer major research opportunities. Major special collections include: the Edgar Fahs Smith Memorial Library in the History of Chemistry; the Horace Howard Furness Memorial Library of Shakespeare and Renaissance Literature; and the Henry Charles Lea Library of the Inquisition and Church History. The Library also produces the SCETI (Schoenberg Center for Electronic Text and Image) site. Staff are available to highlight older printed books and manuscripts in classroom presentations.

**Recalls:** You can recall a book charged out to another patron by using the Place Request tab in Franklin. The person who has the book is required to return it within 10 days, and we will notify you when it is available for pick-up at the Library of your choice. You may recall books that you need regardless of due dates. BorrowDirect and E-ZBorrow are usually faster alternatives to recall. Check for the BorrowDirect+ button at the top of each Franklin screen.

**Reference Manager** see Bibliographic Management Tools

**Reference Service** see Help Using the Libraries

**Renewals:** You can renew books online, anytime and from anywhere by using the My Library Account tab within Franklin or the My Library Account link on the Library’s homepage. After logging in to your own patron record, just mark the titles you wish to renew. Check with staff at any Library circulation desk if you need help.

**Reserves:** Faculty can place books, journal articles, and other materials that are required reading for a course “on reserve.” The Library will also scan articles for electronic reserve. These scanned files can be linked from the Library’s reserve catalog or a course web site created in BlackBoard or some other courseware application. Print reserve materials generally are housed in separate areas and circulate for a few hours or overnight. Use the Course Reserve search type in Franklin, Penn’s online catalog, to find out what is on reserve. Franklin lets you search by faculty name, by course name and number, or by department. Reserve readings for undergraduate and graduate courses in the social sciences and humanities are housed in Rosengarten Reserve in the Goldstein Undergraduate Study Center, located on the ground floor of the Van Pelt–Dietrich Library Center. In addition, each Library on campus has a reserve section.

**RLIN-Eureka/OCLC WorldCat** see Catalogs

**Rosengarten Reserve** see Reserves and Undergraduate Study Ctr.

**Safety and Security:** Carry your PennCard at all times. Guard your valuables; do not leave them unattended. Notify staff immediately if you see suspicious or threatening behavior. Red campus emergency phones are located in the Van Pelt–Dietrich Library Center and the Biomedical Library.
**Scanners:** Scanning stations, along with desktop publishing software, are available in the Fisher Fine Arts and Biomedical Libraries, the Van Pelt Moelis Electronic Research Center, and the Rosengarten computer lab. Color laser printing is also offered in Moelis, Fine Arts, and Biomedical.

**SCETI (Schoenberg Center for Electronic Text & Image)**
http://www.library.upenn.edu/etext

Part of the Annenberg Rare Book & Manuscript Library, the SCETI web site publishes virtual facsimiles from Penn’s special collections. These include printed books, manuscripts, photographs, maps, broadsides, ephemera, and recorded sound. The SCETI site also serves as a gateway to other virtual resources created from the Library’s collections, such as exhibitions, special databases and indexes, finding aids to manuscript collections, and virtual collections maintained elsewhere in the Penn Library System.

**ScholarlyCommons@Penn:** a repository of scholarly output of researchers at the University of Pennsylvania. ScholarlyCommons@Penn offers faculty and students a way to disseminate, publicize and archive their work. Researchers and other interested readers can use it to learn about and keep up-to-date with Penn scholarly from anywhere in the world. Visit ScholarlyCommons@Penn at http://repository.upenn.edu.

**Science and Engineering Resources** see Chemistry, Engineering and Math-Physics-Astronomy and Van Pelt Libraries, and on the web at http://www.library.upenn.edu/scitech

**Self-Service:** Many library-related services are available online to faculty, students, and staff. Look for links on the Library web and Franklin that will enable you to:

- recall books that are checked out to others
- renew books that you have borrowed
- ask a reference question
- request delivery of materials from storage
- initiate interlibrary loan requests
- schedule a research consultation with a reference librarian
- ask that a newly received book be rush processed for you
- borrow a book from most Ivy Universities and Pennsylvania research libraries using BorrowDirect and E-ZBorrow.

**Slides and Photograph Collection** see Fisher Fine Arts Library and Image Collections
Social Policy and Practice: Social work materials are housed primarily in Van Pelt Library. The collection is historically strong in American social issues and social welfare history. Current strengths include youth and social policy, mental health, social work practice and social welfare. The strong journal collection includes the core journals and most other journals abstracted in Social Services Abstracts and Social Work Abstracts, the primary databases for the discipline.

Social Sciences Collections: Almost all Penn Libraries house materials in the behavioral and social sciences. As the principal collection, Van Pelt Library covers sociology, linguistics, psychology, political science, economic theory, criminology, ethnic studies, geography, regional studies, urban studies, gender and women's studies, and social, cultural, political, and historical aspects of law, medicine, and science. Van Pelt contains education and social work collections, and it holds the core government publications collection.

Departmental Libraries collect cooperatively with Van Pelt in individual fields. Examples include: Lippincott (business and related areas); Museum (anthropology and archaeology); Fine Arts (city and regional planning); and Annenberg (communication).

Major periodicals in all fields are represented in current and historical runs, with fulltext versions of many titles provided through JSTOR, PsycARTICLES, and other e-journal projects. Bibliographic information for articles and other materials is available through networked Library databases, such as ISI Web of Science and International Bibliography of the Social Sciences. The Library also provides quantitative data and geographic information systems (GIS) data.

South Asian Studies: Penn has acquired valuable research and teaching materials on South Asia, in both Western and South Asian languages, since the early 1800s, and now has one of the premier South Asia collections in the United States. Its goal is to support scholarship on South Asia from antiquity to the present day. The collection, housed primarily in Van Pelt, the Fisher Fine Arts Library, and the Museum Library, focuses primarily on the humanities and the social sciences. Particular strengths include anthropology, archaeology, art history, classical Indology, linguistics, literature, religion, philosophy and political science. The South Asia Reading Room, on the fifth floor of the Van Pelt Library, houses reference works and the South Asia Art Archive—over 80,000 photographs and more than 3,000 color slides of Indic art and architecture. Much of the Archive is accessible through the Library's online image collections. The Library also collects sound and video recordings from Bangladesh, Sri Lanka, Pakistan, Nepal, and India.

Staff Use of the Libraries: Penn staff members are entitled to use the Penn Libraries and all library services and resources.
Study Facilities: Lounges, group study rooms, quiet study areas, and carrels are located in the Van Pelt-Dietrich Library Center and in other Libraries on campus. Students can reserve group study rooms on the 3rd and 4th floors of Van Pelt (reserve at the Information Desk), in the Goldstein Undergraduate Study Center and in the Lippincott Library. The Undergraduate Study Center and the Rosengarten Computer Lab are open for use 24 hours a day Sunday through Thursday, until midnight Friday, and until 2 a.m. Saturday, during the fall and spring semesters.

Suggestions: We welcome your comments and questions about our services and collections. Contact any of the Library staff listed in this guide, or use the Suggestions & Comments link under Get Help/Ask Us on the Library homepage, or send us email at library@pobox.upenn.edu.

Table of Contents/Current Awareness Services: With support from their schools, both the Lippincott Library of the Wharton School (see Business Resources) and the Engineering Library offer faculty an alert service that helps them keep up with journal literature in their fields. Wharton faculty may contact Cynthia Cronin-Kardon at Lippincott (215-898-5553/croninkc@wharton.upenn.edu); Engineering faculty should contact Danianne Mizzy at the Engineering Library (215-898-5700/danianne@seas.upenn.edu) for more information.

Training see Instructional Services and Research Skills

Goldstein Undergraduate Study Center: Open to all Penn students and Library visitors, the Goldstein Undergraduate Study Center houses the Rosengarten Reserve Room, the main reserve collection at Penn, and is located on the ground floor of the Van Pelt-Dietrich Library Center. Together with the Rosengarten Computer Lab, this study area is open 24 hours a day Sunday through Thursday, until midnight Friday, and until 2 a.m. Saturday during the fall and spring semesters. For coffee or a snack, visit Mark’s Cafè.

Undergraduate Use of the Libraries:
- Undergraduates may borrow an unlimited number of books and up to four videos at one time.
- Books may be borrowed for 28 days from all Libraries, except Biddle and Annenberg. Videos circulate for seven days.
- You can renew your books and recall circulating books online.
- Your online patron record identifies the books you have charged, lets you renew them online, and lists your recall or rush processing requests that are pending and/or filled.
- The Goldstein Undergraduate Study Center provides group study rooms, a computer lab, video viewing facilities, an assistive technology room, and an all-night study space on the ground floor of the Van Pelt-Dietrich Library Center.
Van Pelt Library
http://www.library.upenn.edu/vanpelt
3420 Walnut Street
Philadelphia, PA 19104-6206

2,454,000 vols. / 13,700 current serials / 2,000,000 microforms, as of July 2004
The Van Pelt-Dietrich Library Center is home to the central Library administrative offices, the Library’s Information Processing Center, the Goldstein Electronic Classroom, the Class of ‘55 Conference Room, exhibition galleries, computer labs, and four separate Libraries: the Annenberg Rare Book & Manuscript Library, the Lippincott Library of the Wharton School, the Music Library, and the Van Pelt Library. Van Pelt Library holds the humanities and social sciences collections, area studies collections (African Studies, East Asian Studies, Latin American Studies, Middle East Studies, and South Asian Studies), and seminar room collections of non-circulating core titles for Africana Studies, Classics, Judaica/Ancient Near East Studies, Medieval and Religious Studies, and Women’s Studies. General science and earth and environmental science holdings are also found in Van Pelt, as are the general reference collection, video collection, the Current Periodicals and Microtext Section, and most of the Library’s government documents. The building, recently renovated, offers a variety of study facilities and lounges, many with ports for laptop and wireless connection to the Internet. There are also video viewing stations and over 200 networked computers for use by the Penn community.

Veterinary School Library
http://www.library.upenn.edu/biomed
C.J. Marshall Memorial Library
3800 Spruce Street
Philadelphia, PA 19104-6008
Jean Austin duPont Library
Kennett Square, PA 19348
215-444-5800, ext. 2235

37,800 vols. / 376 current serials, holdings as of July 2004
The Veterinary School Libraries support teaching, research, and patient care for all phases of veterinary medicine and surgery. The C.J. Marshall Library collection emphasizes small animals, while the Jean Austin duPont Library collection emphasizes large animals and aquaculture. The Library collections also include works on exotic animals and birds, animal behavior, parasitology, human medicine and the basic sciences. Online access is available for the major databases in the field. Librarians offer individualized consultations and database training sessions for faculty, staff, and students at both the New Bolton Center and on Penn’s campus. The two libraries share resources and electronically scan journal articles from one site to the other upon request.

Videos see Film and Video Resources

Visitors, Alumni, and Guests of Faculty, Staff, and Students:
- Visitors who are not affiliated with Penn may access the Libraries on weekdays, and will be required to show a valid photo ID before enter-
We recommend you call ahead to 215-898-7556 to verify admittance policies and hours.

- We welcome alumni to return to the Libraries for research help. For weekend and holiday access, we ask alumni to present Penn Alumni Cards before entering. We also invite alumni to apply for courtesy borrowing privileges.

- Parents, spouses, and children of Penn students, as well as guests of Penn faculty and staff, are always welcome.

- Penn students who wish to bring guests other than immediate family members should first check Library access policies. Arrange in advance for guest access on weekends and holidays to the Van Pelt-Dietrich Library Center, and to several other Libraries. Call the Van Pelt Information Desk at 215-898-7555 for additional details.

**Wireless Network Access:** If your laptop computer is equipped with a wireless card, you can use it to access your email or the Internet in many areas of Van Pelt-Dietrich, as well as the Biddle, Biomedical, Engineering, Fine Arts, and Museum Libraries.

www.library.upenn.edu. **The Library Web:** The Library web site is your gateway to information in electronic, print, and other non-digital forms. Use it to access library catalogs—including Penn’s—e-books, e-journals, digitized image collections, databases and article indexes, and selected Internet sites. The Library web can help you obtain library services, such as book renewal, and service information. For more information about connecting to Library web-based resources see the Proxy Service article on page 22. The Penn Portal features a Library Tab which provides direct access to Franklin, electronic resources, videos, and other resources, and it places lots of ready-reference information at your finger tips.

**Yarnall Collection:** The Yarnall Library of Theology has been on deposit at the University of Pennsylvania Library since 1974. Located on the fourth floor of the Van Pelt Library, the collection supports the study of Anglicanism, including its history, liturgy, and theology, and is especially strong in Anglican and Roman Catholic canon law.

**ZZZZZ...** Those all-nighters taking their toll? Mark's Café’, in Van Pelt, is the place to go for a jolt of caffeine and a power snack. Sit (or nap) inside or out, watch the news on CNN, and bring your laptop. It's wireless! The café is open until midnight most nights during fall and spring semesters.
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215-898-7488

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215-898-7086

**High Density Storage Facility**
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215-898-0701

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**Math-Phys-Astronomy Library**
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215-746-0228
fax:215-573-2009

**Museum Library**
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weeksj@pobox.upenn.edu

**Music Library**
Richard Griscom, Librarian
griscom@pobox.upenn.edu
215-898-3450

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library@pobox.upenn.edu
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215-898-7559

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Barbara Cavanaugh, Librarian
bbc@pobox.upenn.edu

Frequently Used Numbers

- **Circulation Desks**
  - Biomedical: 215-898-5815

- **Computer Labs**
  - Biomedical: 215-898-5817
  - Class of 1937 (Van Pelt-Dietrich): 215-573-3634
  - Rosengarten (Van Pelt-Dietrich): 215-573-2846

- **Copy Card Information**
  - Biomedical: 215-898-4233

- **Reference Desks**
  - Biomedical: 215-898-5818/9311

- **Reserve Desks**
  - Biomedical: 215-898-5815
  - Rosengarten: 215-898-7561

- **Van Pelt Information Desk**
  - 215-898-7555
Frequently Used Numbers

Circulation Desks
Biddle Law
215-898-7478
Biomedical
215-898-6816
Van Pelt
215-898-7500

Computer Labs
Biomedical
215-898-5817
Chemistry
215-898-2177
Class of 1937
(Reid Lab)
215-898-3348
Kaufman
215-898-3962

Copy Card Information
Biomedical
215-898-4229
Van Pelt
215-898-7587

Reference Desks
Biddle Law
215-898-7853
Biomedical
215-898-5818/9311
Lippincott
215-898-5924
Van Pelt
215-898-7566

Reserve Desks
Biomedical
215-898-5815
Lippincott
215-898-5926
Rosengarten
215-898-7561

Van Pelt Information Desk
215-898-7555

Information About:
Accessing the Library
BlackBoard
BorrowDirect
Business Resources
Chat Service
Collections
Computer Labs
Data & Information Bases
Digital Library
Ebooks
Ejournals
Engineering and Science Resources
Film
Fine Arts
Geographic Information
Humanities Resources
Image Collections
Instructional Services and Research Skills
Internet Searching
Laptops
Life Science Resources
Lockers
Music
Newspapers
Reserves—Print & Digital
Social Science Resources
Scanners
Study Facilities
Video
Wireless Internet Access
and much more inside

Need a break? Visit Mark's Café in Van Pelt-Dietrich