LIBRARY RESOURCES

For Online Students and Faculty at Washington Adventist University

Weis Library is the main library on the campus of Washington Adventist University and serves students and faculty in both traditional and online programs of study. If you are a student enrolled in an online course or a faculty member teaching an online course who desires to access library resources like electronic books and electronic journals, **you must follow two simple steps to get started:**

1 Obtain your unique 12-digit barcode number

Every student and employee of the university is assigned a unique 12-digit barcode number. If you were issued a WAU identification card after you were admitted to study or hired to teach at the university, your 12-digit barcode number is located on the back of your identification card. If you are enrolled in an exclusively online program and did not obtain an identification card, your program coordinator will contact you and provide your barcode number. In the event you are not contacted and given this information in a timely fashion, please call your program coordinator. You must obtain your barcode number because it serves as the username you will need to access the library's online resources.

2 Create a password to accompany your username

To access most of the electronic research tools on the library's website, you must be a student or employee of WAU. When you click on the links to various information resources available on the library's website, you will be prompted periodically to enter your username and password. Your 12-digit barcode number is your username and it cannot be changed. You must also create a password to accompany your username before access to the library's resources can be granted to you. To create your password, please follow these steps:

a. Go to the library's online databases page.
b. Click on the link to one of the online databases. You will be prompted to enter your username and password.
c. Click the link that says "Set/reset password" and enter your username. Then press the "Request new password" button and an email will be sent to your WAU email account that enables you to create a password. Follow the instructions contained in the email.
d. Once your password is created, click on the link to any database and enter your username and password to begin using it.

LIBRARY RESEARCH TOOLS

The library has several research tools on its website that will enable you to discover information resources that are relevant to your educational needs. They include:

WorldCat Discovery

A searchable database containing records of the physical and digital items available in Weis Library, including books, journals, videos, e-books, music scores, streaming media and more. It identifies where books and other items are located in the library.

Online Databases

A webpage that lists the online databases that are available through Weis Library. It describes and provides access to over 50 general and specialized databases. They are listed alphabetically and by academic discipline or subject area.

Journal Finder

A database of the journals and magazines that can be accessed electronically and in full-text through the library's databases. It includes popular and scholarly titles, and provides the date range available for each publication.

Research Guides

A webpage that lists research guides for certain disciplines and subjects that were prepared by the librarians at Weis Library. The research guides describe and link to the library's electronic databases that are most useful for those fields of study.

Library Orientations

A webpage containing brief presentations that orientate students and faculty to Weis Library. The series covers topics like the library's collections, information tools, and conducting online searches.