

# LIBRARY RESOURCES

For Students, Faculty, and Staff at Washington Adventist University

Weis Library provides library resources and services for the students and employees of WAU. If you are a student enrolled in a traditional program of study at the university or belong to the faculty or staff employed by the institution and want to have access to library resources such as print and electronic books and journals, **you must follow two simple steps:**

## 1 Obtain your identification card and barcode number

Every traditional student and employee at WAU is required to have a valid identification card. You will not be able to borrow books from Weis Library or access the online information resources on the library's website without an identification card. Your identification card is essential because the 12-digit barcode number attached to the back of it is your username and key to accessing the library's print and online resources. You will be required to present your identification card to library staff and they will be required to scan your 12-digit barcode number in order for you to borrow books or other items. Also, you will be periodically prompted to enter your barcode number and password when you attempt to access many of the research tools described in the sidebar to the right.

## 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 periodically prompted 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.