

Library Hours

Fall & Spring Semester Hours

Monday – Thursday	7:30 a.m. – midnight
Friday	7:30 a.m. – 9 p.m.
Saturday	10 a.m. – 7 p.m.
Sunday	noon – midnight

Summer Semester Hours

Monday – Thursday	7 a.m. – 8 p.m.
Friday	7 a.m. – 5 p.m.
Saturday	noon – 5 p.m.
Sunday	noon – 8 p.m.

During **interim breaks**, library hours are usually reduced and the library is often closed on the weekends. The library is also **closed on university holidays**. Contact the library for details.

As a reminder, the reference desk including many other areas of the library are not fully staffed during all hours of library operation.

For current hours and more information, visit www.library.uni.edu/distance

Rod Library Charges

All charges automatically applied to your U-bill.

Copy charges

- 10¢ for each photocopied page
- 25¢ for each paper copy made from microfilm or microfiche

Fax charges

- 25¢ for each page

UNI is an equal opportunity educator and employer with a comprehensive plan for affirmative action.



Rod Library



**DISTANCE
LEARNING
SERVICES**



Rod Library
University of Northern Iowa
1227 West 27th Street
Cedar Falls, IA 50613-3675
www.library.uni.edu/distance



**USER
GUIDE**

DISTANCE LEARNING SERVICES

at the UNI Rod Library

Available Services

Let our staff ...

- ... locate, check out and send in-house books.
- ... locate, photocopy, scan and e-mail articles (subject to U.S. copyright law).
- ... help you get started in your research.

Help yourself ...

- ... to our online resources. All currently enrolled UNI students have remote access to library databases, e-journals and e-books.

Eligibility

To qualify for Rod Library's distance learning services, you must ...

- ... be currently enrolled in at least one course through UNI Continuing Education Credit Programs, including web-based courses, off-campus workshops or Iowa Communications Network (ICN) courses.

AND

- ... have your place of residence located more than 15 miles from campus.

Electronic Access

If you have a computer with an Internet connection, you can access Rod Library's electronic resources from off campus via the Web at www.library.uni.edu

UNISTAR

Use the "Books and Other Materials (UNISTAR)" link on the library's Web site to identify *BOOKS* owned by Rod Library. You may also log into your library account in UNISTAR to view your circulation record to see what items you have checked out and when they are due. If you have renewable items, you may renew them remotely through the UNISTAR system.

Electronic Resources

Use the "Journal and Magazine Articles (Panther Prowler)" link on the library's Web site to access many databases and identify *ARTICLES*.

When searching the library's databases, many complete articles are available online. You can print the electronic articles at no charge using your home or office computer.

If the complete article is not located in a library database, you may request it from the Rod Library and we will attempt to acquire the article for you (subject to U.S. copyright law).

Requesting Materials & Help

Obtaining books, articles and help is quick and easy. Choose the method that's most convenient for you — completing a request form online at www.library.uni.edu/distance, e-mailing libde@uni.edu or calling/faxing your request.

Access to Other Libraries

In some instances, you may be able to obtain the information and materials you need at your local library. You may use your local library card at all public libraries in the state of Iowa and you can often use another library's electronic resources when you are within the library.

Iowa Regent Libraries

As a student of an Iowa Regent institution, you have borrowing privileges in libraries at University of Northern Iowa, University of Iowa and Iowa State University. You may check out materials from any Iowa Regent library, subject to regulations of the lending institution.

Your UNI ID card identifies you as a UNI distance learning student. Please note that it may take time for the ISU and UI libraries to fully process your registration.

For your convenience, the Rod Library Web site provides links to ISU and UI online library catalogs so you can check the catalogs before traveling to the libraries.

Contacting Rod Library

Rod Library, University of Northern Iowa

Toll free: 1-866-207-9410

Phone: 319-273-2838

Fax: 319-273-2913

E-mail: libde@uni.edu

Loan Renewals/Circulation Desk: 319-273-2462

www.library.uni.edu/distance
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Offering specially-designed services to enrich your distance learning experience