Services for Faculty

Reserve material

**Book chapters, articles:** The library can place on reserve digital versions of book excerpts, or articles from journals or newspapers, which will display under course reserves within your Canvas site. Items in the public domain can be scanned in their entirety for eReserve upon request.

Please note, the Library’s staff will scan and make available no more than 15% of any single book, or no more than a single article from a periodical. For requests outside these guidelines, staff will seek permission from the copyright holder and pay any associated fees, if reasonable.

**Streaming Audio and Video:** Course Reserves provides streamed audio and video services for University courses for faculty, graduate students, and staff.

**Textbooks:** The library has been working with student government to purchase textbooks for high-enrollment undergraduate courses. Simply request the textbook or any item you need for your course via course reserve in Canvas.

*Email e-reserve@northwestern.edu or call 847-491-7681.*

Book chapters and articles in library collections

For your personal research use, Interlibrary Loan will scan book chapters and journal articles from works held in the library and will send you a PDF. To place a request: [https://northwestern.illiad.oclc.org/illiad/illiad.dll](https://northwestern.illiad.oclc.org/illiad/illiad.dll)

Includes books, DVDs, and videos on Evanston or Chicago campuses, including Styberg Library, Schaffner Library, the Pritzker Legal Research Center, and the Galter Health Sciences Library.

*Email ill-request@northwestern.edu or call 847-491-7630 with scanning questions.*

Delivery and pick up of library materials

Full-time Evanston campus faculty may have books and other materials retrieved and held at the circulation desks at University Library (Main) or Mudd; or have them delivered to their offices by campus mail.

*Email circulation@northwestern.edu or call 847-491-7633.*

Instruction

Classroom instruction, specialized instruction, or training sessions on bibliographic software such as EndNote, Zotero, and Mendeley. To arrange a session or learn more, visit [http://libraries.nu/2Fn3I0v](http://libraries.nu/2Fn3I0v)