



Welcome Faculty!

The staff of the Derrell C. Roberts Library welcomes you to Dalton State College. Our goal is to support your teaching and research. We encourage you to take full advantage of the library's many resources and services. Whether you are a new faculty member or returning for a new year, we look forward to working with you in the upcoming year.

NOTE: Use Ctrl + Click to follow links.

Where do I find...?

Front Desk: Reserve Items, DVDs, Headphones

First Floor: Reference Books, Magazines, Newspapers, Government Documents, Microfilm, Computers, Copiers, Wireless Classroom, Practice Studio, Vending Area

Second Floor: Circulating books, Videos, Study Rooms, Seating Areas

Research Help: **Reference Desk** in the center of the library
ASK US link on library web page

Technical Support: Learning Commons (Mon-Friday 8am-4pm)

[View the Library Virtual Tour](#)

Roberts Library has:

137,475 volumes
10,134 videos
213,211 microform items
9,482 Government documents
397 current periodicals
59,000+ e-books

Our collection is growing, but if you do not find what you need please ask about GIL express and ILL. Students and faculty have the opportunity to request items from all over the country.

Library Hours

Monday-Thursday 7:30am-8:00pm

Friday 7:30am-5:00pm

Sunday 1:00-7:00pm

Contact Us:

Circulation: 706.272.4583

Interlibrary Loan : 706.272.2474

Reference Desk: 706.272.4575

Text : 706.225.8927

ASK US

Click on the Ask Us button on the library web page or in LibGuides to find answers to your questions 24/7.

Library Homepage:

www.daltonstate.edu/library

Library Catalog:

<http://gilfind.daltonstate.edu/>

Library Staff:

Director – Lydia Knight

Librarians - Barbara Jones

Lee Ann Cline

Melissa Whitesell

David Brown

Circulation – Laurie Raper

Rodney Bailey

Technical Services - Diane Bearden

Technical Support – Blake Gentry



Services for Faculty

Library Instruction

The library offers face-to-face instruction classes for your course. We cover:

- Specific assignments with in-class exercises
- Databases relevant to the course
- How to search the catalog
- How to use online tools to complete assignments

The instruction librarians can create a video tutorial for your class if you are teaching an online or hybrid course. Librarians are also available to visit your classroom for a brief demonstration. To schedule an instructional session, use the [online request form](#) or call Melissa Whitesell at 706.272.2503.

Faculty Research Assistance

Librarians are available to assist you in your research. Please contact your subject liaison (see below) or send an email to Ask-A-Librarian@daltonstate.edu.

GIL Express/Interlibrary Loan

If the Roberts Library does not have the materials you need, we may be able to borrow from another library. There are two ways to borrow items: [GIL Express and Interlibrary Loan](#). For questions about GIL Express or Interlibrary Loan, contact Barbara Jones at 706.272.2474.

Curriculum Partners

Librarians are eager to assist faculty in developing materials using library resources that support the course assignments. The librarians can create:

- [Research Guides](#)
- Online Reading Lists (linked to a website or Georgia View)

Subject/Faculty Liaisons

Department of Humanities
Department of Health Occupations

Lydia Knight - ext. 4527
lknight@daltonstate.edu

Department of Mathematics
Department of Natural Sciences

Barbara Jones – ext. 2474
bjones@daltonstate.edu

School of Business Administration
Department of Technical Studies

Lee Ann Cline - ext. 4447
lcline@daltonstate.edu

School of Education
School of Social Work
Criminal Justice, History Education, Sociology

Melissa Whitesell – ext. 2503
mwhitesell@daltonstate.edu

School of Nursing
History, Philosophy, Political Science, Psychology

David Brown – ext. 4459
dobrown@daltonstate.edu

[Faculty Resources](#) link includes forms for course reserves, GIL Express, library instruction requests, and more.



Need Articles?
Search GALILEO.
Log in from off-campus location with your DSConnect user name & password



Need Books?
Search GIL (online catalog)
Try GILFind!

Check the [Library Blog](#)
We're on [Facebook](#) !

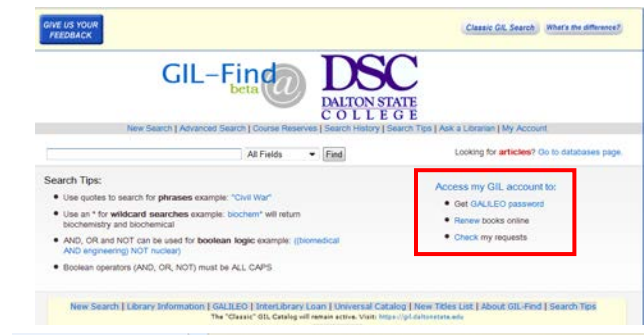
Check out materials

You must have your **DS OneCard** to check out materials. You can use your **DSOneCard** to check out materials at any of the University System of Georgia libraries. **Tip:** If you are a new faculty member, please stop by the Roberts Library to set up your account prior to using your card at other USG libraries. Loan periods are **1 semester** for faculty, **3 weeks** for students, **2 weeks** for Best Sellers. Faculty=no late fees Students = late fees are .25¢ per book per day to a maximum of \$5.00 per item.

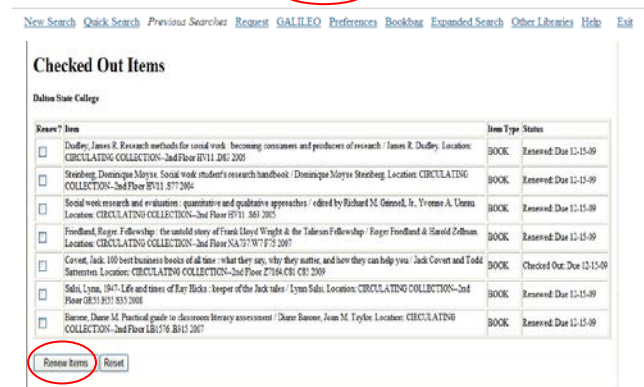
Renew items

Log in to GIL Online Catalog and click on the **Access my GIL account to** link.

Home Institution: DALTON STATE
Use arrow next to Barcode & select Institution ID
Enter Institution ID (number starting with 9000 on your student ID)
Enter your Last Name.
If you don't have a PIN, click the "Get My PIN" link.
The PIN will be sent to your DSC email address.
If you have a PIN, enter your PIN number.
Click the **Login to My Account** button.



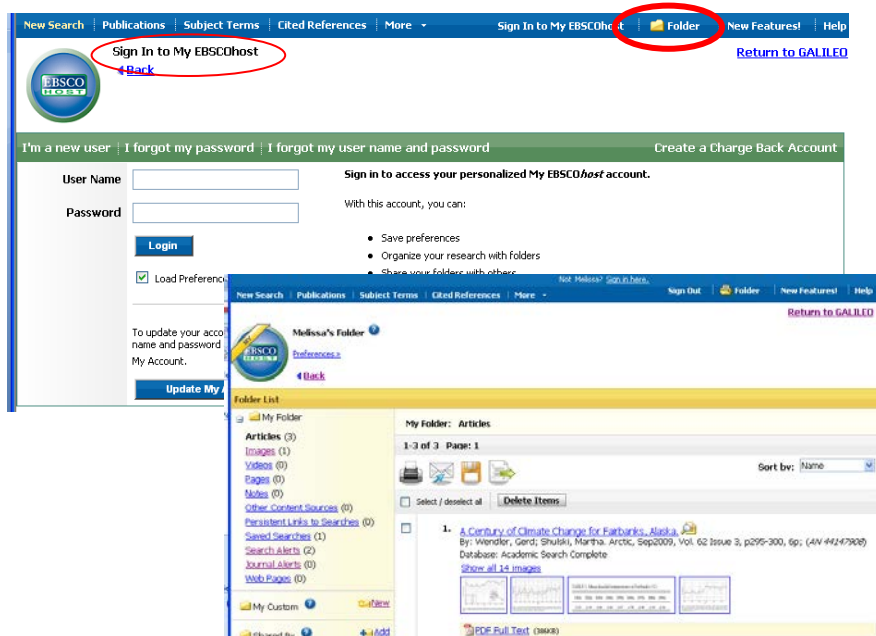
Check the box beside the item(s) you would like to renew.
Click on the **Renew Items** button.
If item can be renewed, a new due date will display.



GALILEO provides access to 200+ databases with over 64,000 full-text periodicals. When advising students, please be sure to mention the following for general searching:

1. **EBSCOhost eBooks** – over 59,000 electronic books housed online.
2. **Academic Search Complete** – a multi-disciplinary database with over 6,000 full text periodicals.
3. **ProQuest Research Library** – researchers can choose one specific database or all simultaneously.

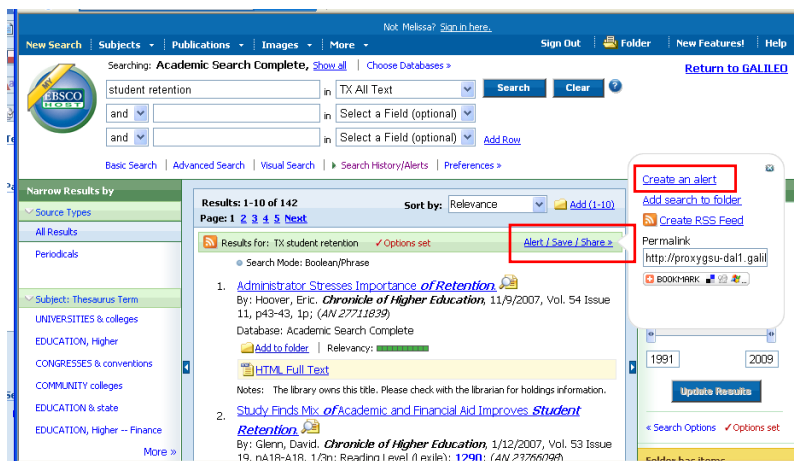
GALILEO Tutorials - There are many training materials available for students and faculty. These include [video tutorials](#) as well as handouts.



To personalize your searches in the EBSCOhost databases...

1. Click Sign In to My Ebscohost.
2. Click on I'm a New User and set up your account.
3. If you already have an account, type in your user name and password.
4. Click Login.

Click on the **Folder** icon to create and retrieve customized subfolders,

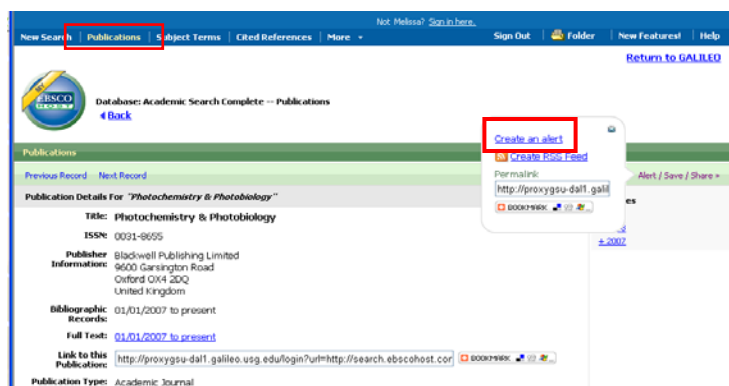


To create a Search Alert:

1. Perform a search.
2. Click on the **Alert/Save/Share** link.
3. Click on **Create an Alert**.

To Create A Journal Alert:

1. Select Publications from the menu at the top of the screen.
2. Type in the name of the journal.
4. Click on **Create an Alert**.
5. Set your preferences on how often you wish to be notified, how long you want the alert to run, etc.
6. Click the **SAVE** button.



To personalize your searches in the ProQuest databases:

1. Perform a search.
2. Check the box beside an article.
3. Click on the link for marked items.
4. Click on the **My Research** tab.
5. Then create a bibliography which can be printed, emailed or downloaded.

ProQuest

Basic | **Advanced** | Topics | Browse | Publications | **My Research** (3 marked items)

Databases selected: Multiple databases...

Results - powered by ProQuest® Smart Search

Suggested Topics [about](#)

Elementary schools AND Georgia (location) | Elementary schools AND School districts
 Elementary schools | Elementary schools AND Secondary schools
 Elementary schools AND Students | Elementary schools AND Children & youth
 Elementary schools AND Learning | Elementary schools AND Education

310 documents found for: (elementary schools) AND (Georgia) | [Refine Search](#) | [Set Up Alert](#) | [Create RSS Feed](#)

Scholarly Journals

Mark all **3 marked items** | [Email / Cite / Export](#) | [Show all documents](#) | Sort results by: Most recent first | [Go](#)

1. **What Is Published in the Field of Special Education? An Analysis of 11 Prominent Journals**
 Margo A Mastropieri, Sheri Berkeley, Kimberly A McDuffie, Heidi Graf, et al | *Exceptional Children*, Reston: Fall 2009. Vol. 76, Iss. 1, p. 95 (16 pages)
[16 references](#)
[Abstract](#) | [Text+Graphics](#) | [Full Text - PDF](#) (3 MB)

2. **Social Studies IS Being Taught in the Elementary School: A Contrarian View**
 Jennifer Ewers Holloway, John J Chiodo | *Journal of Social Studies Research*, Cedar Hill: Fall 2009. Vol. 33, Iss. 2, p. 296 (27 pages)

ProQuest

Basic | **Advanced** | Topics | Browse | Publications | **My Research** (3 marked items)

Databases selected: Multiple databases...

My Research [Back to Results](#)

- [Create your bibliography](#) to email, print, or download.
- [Email marked documents](#) with a bibliography.
- [Export citations](#) into EndNote, ProCite, RefWorks or Reference Manager.
- [Create a web page](#) with links to your articles, searches, and publications.

Marked Documents [Recent Searches](#) | [Watched Publications](#)

Mark / Clear all | [Delete unmarked items](#)

1. **AICPA Proposed Statement on Auditing Standards, Consideration of Fraud in a Financial Statement Audit (Redrafted)**
 George Georgiades | *Miller GAAS Update Service*, Riverviews: Jul 15, 2009. Vol. 9, Iss. 13, p. 1 (8 pages)
[Abstract](#) | [Full Text](#) | [Full Text - PDF](#) (66 k)

* The maximum number of documents you can save is 50.

ProQuest

Basic | **Advanced** | Topics | Browse | **Publications** | My Research (3 marked items)

Databases selected: Multiple databases...

Publication: **Civil War Times, Harrisburg** | [Set Up Alert](#) | [Create RSS Feed](#)

Full text coverage: Mar 1998 (Volume 37, Issue 1) - current | [Publication information](#)

Search for articles within this publication:

[Search](#) [Clear](#)

Date range: All dates

Look for terms in: Citation and document text | [About](#)

Limit results to: Full text documents only

Browse specific issues:

View issues from: Any month | To: Any month | [Browse Issues](#) | [Clear](#)

185 of 85

[Oct 2009, Vol 49, Iss 5](#) | [Feb 2006, Vol 46, Iss 1](#) | [Feb 2002, Vol 40, Iss 7](#)

To Create A Journal Alert:

1. Select the **Publications** tab.
2. Search for a specific publication.
3. Click on **Set Up Alert**.
4. Choose your Alert options from the screen below and enter your email address.

ProQuest

[Help](#) | [Privacy Policy](#) | [Close window](#)

Set up Your Publication Alert

When new documents are available for this publication, ProQuest will automatically send a message to the email address you provide below. Choose your alert options and click the Save button.

Publication Selected: **Civil War Times: Harrisburg**
 Full text coverage: Mar 1998 (Volume 37, Issue 1) - current

Notification: send this alert:
 when either Citation/Abstract or Full Text is available
 Only when Full Text is available

Stop after: 4 months (alerts can be renewed)

Email address:
 (Enter a single email address)

Subject: Civil War Times: Harrisburg

Message:
 (optional - enter a note to be included with your results)

LibAnswers is a FAQ service that enables users to search and locate answers to their questions

directly from the library's web page. Simply click on the **ASK US** button on the library's web page or in any of the LibGuides.



Step 1

Type in question and hit the ASK US button.

You can also click a Topic or select one of the Most Popular Answers.

Step 2

See if the answer to your question is already available in our Knowledge Base.

Answers may include links to LibGuides, documents, or media which will provide more information. If the answer to your question is not available, go to step 3.



Step 3

Submit your question using this form. You will receive a reply by the next service day. We may call you for more information or ask that you visit the library for in-depth assistance.

Submit your question to us and receive the answer by email!
Need a quick answer to a reference or research question?

Your Question

Question (150 chars. max):

More Detail/Explanation (1000 chars. max):

Your Info

Email is required, but it will never be shown in public. We will email you the answer when it is available. The Name is optional, if left blank it will be "Anon".

Your Email:

Your Name:

Status: