



UNITED THEOLOGICAL SEMINARY

## THE SPENCER LIBRARY

3000 5th Street NW  
New Brighton, MN 55112

Circulation Desk: 651-255-6142  
Fax: 651-633-4315  
E-mail: [library@unitedseminary.edu](mailto:library@unitedseminary.edu)

September 14, 2010

### SPENCER LIBRARY STAFF

Sue Ebbers  
Director of the Library  
651-255-6143  
[sEBBERS@unitedseminary.edu](mailto:sEBBERS@unitedseminary.edu)

Dale Dobias  
Assistant Director of the Library  
651-255-6144  
[ddobias@unitedseminary.edu](mailto:ddobias@unitedseminary.edu)

Penny Truax  
Library Assistant  
651-255-6145  
[ptruax@unitedseminary.edu](mailto:ptruax@unitedseminary.edu)

### LIBRARY HOURS

#### FALL & SPRING TERMS:

Mon./Tues./Thurs. 8 a.m.-9 p.m.  
Wed./Fri. 8 a.m.-5 p.m.  
Saturday 10 a.m.-2 p.m.

#### READING WEEKS & JANUARY & JUNE TERMS:

Mon./Tues./Thurs. 8 a.m.-7 p.m.  
Wed./Fri. 8 a.m.-5 p.m.  
Saturday 10 a.m.-2 p.m.

#### TERM BREAKS & SUMMER

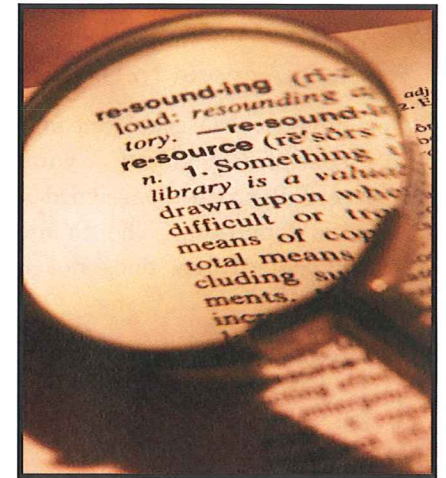
Monday—Friday 8 a.m.-4 p.m.

CALL TO CONFIRM HOURS  
651-255-6142

## SPENCER LIBRARY

...find what you need

WHERE CAN I LOOK?  
HOW CAN I GET IT?



HELPING YOU RETRIEVE  
THE THEOLOGICAL  
RESOURCES YOU NEED

Library Web Page:  
[www.unitedseminary.edu/spencer/  
index.asp](http://www.unitedseminary.edu/spencer/index.asp)

## A WORLD OF INFORMATION

As a student at United Seminary, you have access to a universe of resources available to you through the [Spencer Library web page](#). Electronic databases and indexes can point you to everything from full text articles online to materials in a variety of formats available in the Spencer Library collection, around the region, or across the nation.

### Remote Access to Databases

You have 24/7 access from anywhere to a host of databases — your seminary email name / password is your login information. The Spencer Library local catalog does not require you to log-in.

### Databases Available

A few of the databases for you to consider:

- *WorldCat*. Books and most types of material — *except* journal articles, essays, and reviews — available in our library and beyond. (see Fig. 1)
- *ATLA Religion Database*. Best source for journal articles, essays in books, or reviews in the field of religion / theology. Many are available online in full text. (See Fig. 2)
- *FirstSearch Index Databases*. Journal articles in a wide variety of subject areas. Many are available online in full text. (See Fig. 2)

### I've Found What I Need and it's in the Spencer Library Collection

If you're within easy driving distance of the Spencer Library, or come to campus at least once a week, your best option is to come to

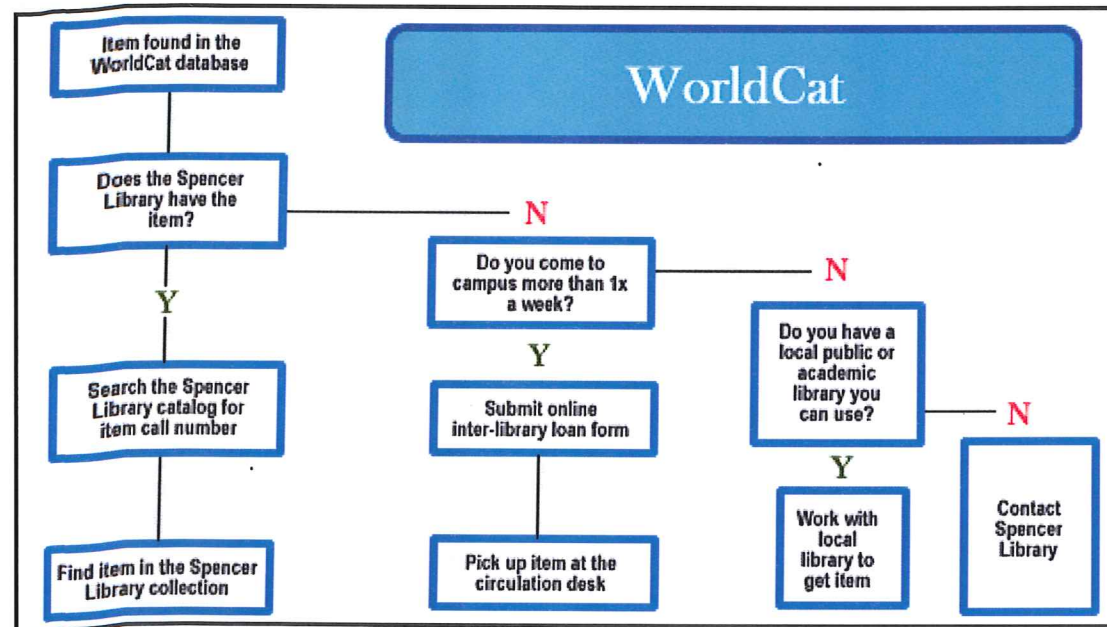


Fig. 1

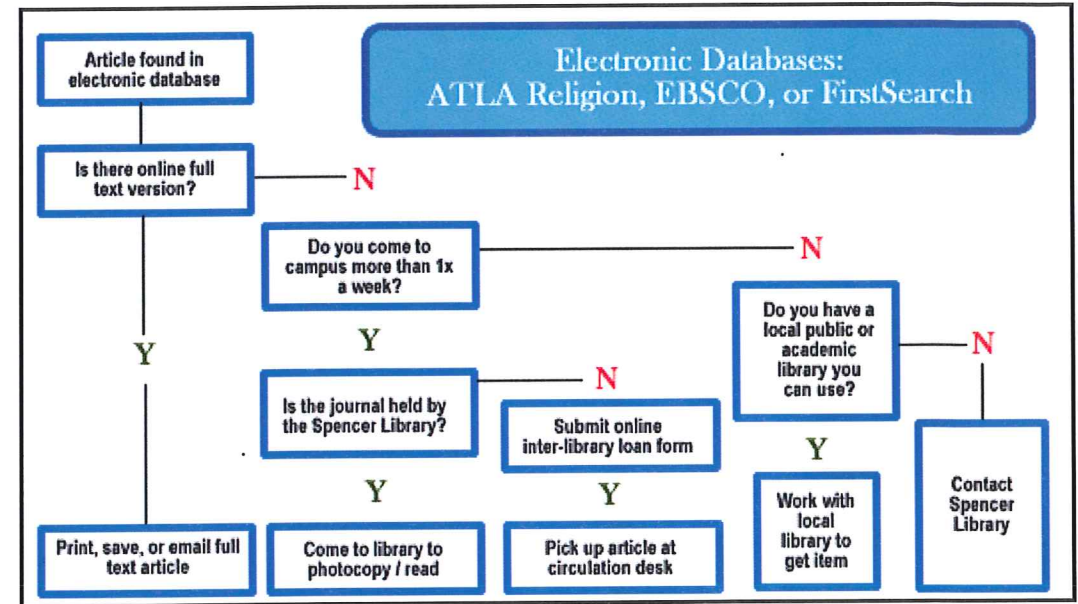


Fig. 2

the library and get the materials yourself.

### But What if it's NOT in the Spencer Library?

If we don't have the item, fill out the online inter-library loan form available in each database. WorldCat / FirstSearch databases will display the icon in Fig 3. The ATLA Religion Database will display the following text link: [Request this item through interlibrary loan](#) when there is no online full text of the article available. Fill out the inter-library loan form completely and submit it. We will contact you when your materials arrive for you to pick up at the circulation desk.

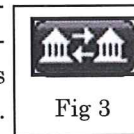


Fig 3

### But I Live Too Far From Campus

In this situation we encourage you to find a public or academic library in your area that will allow you to make use of their collection

or request materials through their interlibrary loan department. It will be quicker to have the materials come directly to a local library than to have them sent to us to be mailed to you.

### I've Hit a Brick Wall, Now What?

If you can't find a local library willing to help you out, or if for whatever reason you are having difficulty laying hands on the materials you need, contact the Spencer Library staff and we will do our best to help you.

