Welcome to the CUH 100 online library orientation. This orientation will introduce some of the many services and resources available at the Sullivan Family Library.

Slide 1
As a reminder, in order to check out items from the library or use class reserve items, you need a current Chaminade ID, available from the Dean of Students office. The office is open from 8 am to 4 pm. First time users of the library must complete a registration card. If you wish to borrow a laptop, you must fill out a laptop application. If you need computer help, the computer lab is usually open when the library is open.

Slide 2
We provide reference service to help students find materials needed for papers & projects. There are also 6 group study rooms available on the 3rd floor, with equipment available for doing group projects. We have computers and printers and copy machines. We have wireless access and laptops available for in-library use. Aside from books, journals and DVDs are also available.

Slide 3
We allow ONLY drinks inside the library and ONLY in containers that can be fully closed. Please do not bring in food and coffee and soda cups and cans. Not only do they spill, but when left in the library, they attract bugs. So to help keep the bugs out, please leave the food out!

Slide 4
The Main Floor, 2nd floor of the library building, contains:
Reference & Circulation desks; Reference Collection; Lounge area for reading the day’s newspapers or current journals; Group study tables; the Computer Lab & Help Desk; Copy machines; and Restrooms.
Slide 5
Third Floor contains:
6 Group Study Rooms; Individual study carrals; the General Collection; Hawaiian-Pacific Collection; and Juvenile Collection.
Slide 6
The library website has access to books, ebooks, journal articles, and more. To access the library's website from the Chaminade Homepage, go to ACADEMICS, then Library.

Slide 7
Each menu has a sub-menu. For example, the Search For tab contains access to the Library Catalog and journal articles.
Slide 8
The easiest place to start on the library website is the Starting Research page. The Starting Research page is a One-Stop-Shop on finding books & journals without having to navigate through all the menus and submenus on the library website. It can be accessed either through the How To link on the navigation menu or the Research tab.

Slide 9
The Starting Research page also has information on Citations as well as a link to the Assignment Calculator.

Slide 10
The Assignment Calculator calculates the amount of time necessary for each step of your assignment. This is especially helpful when multiple assignments are due.

Slide 11
In the How To menu tab, there are links to Off Campus Access information, the Starting Research page, information on Citations, and Tutorials which help guide you through using many of the libraries services.

Slide 12
For off campus access, you can go to the header and click on the Student and Faculty Login at the Webportal link. Just type in your CUH ID number and password.

Slide 13
If you need help or have any questions, please email library@chaminade.edu or call 808-739-4660.

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