

DistancePlus Student Update:

Resources for Distance Education at Memorial University Libraries

Spring 2008

Hello Memorial distance user! The following newsletter outlines some of the library services available to you as a distance education student. Read on to find out more about new and existing services, and don't forget to check out [For Distance Students](#).

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IS THIS YOU?

For First Time Distance Students

You must have a library account and PIN in order to access the many electronic journals and indexes available through Memorial University Libraries. To create your account and get a PIN, please contact your branch library - or, if you are a [DistancePlus user](#), please complete the [online request form](#) (select DistancePlus QEII or DistancePlus Health as your library).

Please note that depending on the number of requests, it may take up to 3 business days for your User ID and PIN to be issued.

For more information about library services available to Distance Students, please visit the [DistancePlus webpage](#).


NEW DEVELOPMENTS

DistancePlus on your Desktop!

Need an article that's not in a Memorial e-journal? No time to wait for DistancePlus requests to arrive by "snail mail"? The solution is here – we are pleased to announce [desktop document delivery](#) of all photocopied materials!

Now when you order an item (e.g. journal article, book chapter, conference paper) via DistancePlus, it will be delivered to you in an email containing a PDF link. The document can be printed or saved to your desktop.

Please note:

- The PDF link can be used only once, so be sure to print or save when you receive it!
- To ensure delivery, you should provide the library with your MUN email address (available via my.mun.ca)
- You will have to tick the copyright statement consent box in order to submit your request
- To place a request, log on to our [online form](#), or click the document delivery link on the  screen.

Coming Soon: u-pick@mun.ca!

Memorial has improved the look and value of its e-mail service, and as a MUN student, you will soon be required to have [official Memorial e-mail addresses](#). This is part of a new university policy requiring all official e-mail correspondence with students to be via u-pick@mun.ca addresses. As with other departments, the library increasingly relies on e-mail for contact and delivery of documents. A variety of problems, including non-delivery, happen when using non-Memorial accounts. Starting in spring 2008, the library will require you to have your "official" e-mail account.

Memorial's new u-pick account offers:

- A trustworthy and reliable email contact
- An email for life
- An Increased mail quota to 100 MB
- A choice of "nice" addresses based on your name
- Multiple ways to access

Any email address ending with [@mun.ca](#) is an "official" Memorial account. For more information, contact the Computing and Communications Help Centre in HH-2012 by walk-in (8:30 a.m. – 5 p.m. weekdays), e-mail at help@mun.ca, or telephone 737-4595.

Library research made easier: Explore a Topic

Memorial University Libraries has developed a great new tool, designed to help you with your research assignments by grouping together useful resources in your subject area. A link to [Explore a Topic](#) can be found in the Quick Search menu on the left side of most library web pages. On the Explore page for your subject you might find a chat box for live help from a


librarian, links to access reserves for your courses, tools to help you cite and develop bibliographies, and much more. There is a feature that allows searching across multiple article indexes, guides to various library resources, and links to important websites in your subject area.

Explore a Topic is an evolving tool and we value input from the students who use it. When you visit this new resource, please consider completing our online survey (link at the top of each Explore a Topic page). We want to hear from you!

HELP SERVICES

Need Help? Just Ask a Librarian!

Next time you need help doing research, accessing an online reading, or have a question about

the library's services and resources, look for  , located on the left-hand side of most library webpages.

[Ask a Librarian](#) is your gateway to the variety of help services offered by Memorial Libraries: email, telephone, in-person visits, even live text-based chat... So ask us! We are here to help.

Learning with the Library Research Essentials Tutorial

Wondering what that Library thing is at the top of your Courses Widget in D2L? The Library Research Essentials (LRE) is a D2L-based tutorial, designed to teach you fundamentals of doing library research. You will learn the "essential" principles of effective searching and how to apply them to finding books and articles, all in an interactive and self-paced environment.

Each module takes about 30 minutes to complete, and contains interactive exercises, self-tests, and a graded final quiz. Although it is usually optional, your professor might recommend or even require that you do the LRE. But even if it is not required, give it a try! Whether you are new to library research or just need to brush up on your skills, the LRE can help.

If you have any questions about the LRE, contact the library using one of the [Ask a Librarian](#) options. We're here to help!

IN OTHER NEWS...

Organize and Cite with Refworks

Refworks is a tool that makes it easier to organize and cite the sources you use in your research assignments. Organize your references quickly and easily by importing them into your own customized, searchable database. Then, use RefWorks when you are writing to automatically insert citations* and generate a bibliography in APA, MLA, or other citation style!

- Visit the library's [RefWorks page](#) to set up your account.
- To get up to speed and start using RefWorks today, check out the quick and convenient [on-line tutorials](#).

*Please note that you will need to download [Write-N-Cite](#), a free plug-in, to automatically generate references using MS Word.

Getting a Photo ID – at a Distance

Did you know that you can order a [MUN photo ID](#) from a distance, by completing the Campus Card Request feature on [my.mun.ca](#) and uploading your own photo? The Campus Card is useful if you are planning to visit a Memorial Library in person, because it functions as your library card, photocopy card, and printing card all rolled into one. For more information about getting your Campus Card, contact [Answers](#).

That's all folks – good luck in Spring 2008!