

## **Borrowing privileges**

Faculty members are entitled to semester-long loan periods.

## **Course reserves**

Faculty members are invited to place books, chapters, articles and other materials on Reserve. There are five loan periods available: two-hour in-library use only, 24-hour overnight, two-day, three-day and seven-day.

Please allow at least three (3) days for library staff to process the materials before directing students to borrow Reserve materials.

Students must present a photo ID card to borrow Reserve materials

## **Information literacy**

Information literacy is the ability to locate information, evaluate it, and use it effectively. Working with faculty members, librarians introduce students to skills needed to become independent lifelong information consumers.

## **Schedule a class session**

BHC faculty members may schedule a library instruction session for students who have assignments that require research.

Library sessions are most effective when scheduled after the research assignment has been introduced to students and after students have had time to develop initial research topics so that they can use those topics during the session.

If you would like to schedule library research time for your class without a librarian present, please contact the Reference Desk at 309-796-5147 or [LibraryRef@bhc.edu](mailto:LibraryRef@bhc.edu).

Any faculty member who wishes to learn more about how information skills can be integrated with a particular course or program is encouraged to contact a BHC librarian.