

Key Sawyer Library Resources and Facilities

Resources

Sawyer Library's **Reference Department** consists of five full-time **Reference Librarians** who provide assistance in using the library's many resources. The Reference staff also provides library instruction to support specific courses and information resources. Contact the Reference Librarians via email at sawlib@suffolk.edu, Meebo Instant Message (located on the Sawyer Library Blog (<http://sawyerlib.blogspot.com/>)) and on all **Help and Research Guides** (<http://www.suffolk.edu/sawlib/guidlst.htm>), or by phone at 617-573-8532. Library news updates are available through our blog and via Facebook and Twitter.

The **Reference area** has a strong collection of special encyclopedias, directories, dictionaries, statistical handbooks, and other non-circulating materials.

Reserves: The Sawyer Library buys two copies of required **textbooks** for all undergraduate and graduate courses in the Sawyer Business School and the College of Arts and Sciences. These circulate for two hours of in-library use at a time.

The **Sawyer Library Home page** (<http://www.suffolk.edu/sawlib/sawyer.htm>) contains a wealth of information. It provides links to over 140 proprietary databases, contact information, research guides, circulation services, a full-text search engine for journal titles (eJournal Locator), and much more. Librarian-created **Help and Research Guides** (<http://www.suffolk.edu/sawlib/guidlst.htm>) are available for student use, and they are an excellent place to begin your research.

The **Fenway Library Consortium** (FLC) (<http://www.fenwaylibraries.org/>) is a cooperating group of fifteen libraries in the Boston area, including Suffolk University. Current Suffolk faculty, staff, and students may borrow books from these libraries, which include Simmons and Emerson.

Facilities

The Library has **62 laptop computers** for use within the Sawyer Library. Students may borrow the laptops and access the Internet through the Library's wireless network, or use them anywhere in the Library for word processing, spreadsheets, etc. You may print from the laptops to one of our networked printers located on Floor 2.

Research / Internet Workstations

There are 17 workstations on the Entrance (2nd) Floor in the Reference Area. These 17 computers are used primarily to access databases licensed to the Sawyer Library.

Photocopiers

2 photocopiers on the Entrance (2nd) Floor near the Reference Area. 2 additional copiers are on Floors 3 and 4. (Allegra Services runs our photocopiers. They have a weekday attendant in Room 3013.)

For more information on what's available, see <http://www.suffolk.edu/sawlib/sawinfo.htm>