SELF-GUIDED TOUR
December 2010

Welcome to Health Sciences Library
This self-guided tour will orient you to the floorplan and resources of Health Sciences Library. If, at any point, you have questions not answered in this tour, please ask any of the library staff for assistance.

LIBRARY HOURS  Holiday and summer hours will differ. Check library web page or call 303-724-2152
- Monday-Thursday  7:00 AM - 12:00 Midnight
- Friday  7:00 AM - 6:00 PM
- Saturdays  10:00 AM – 6:00 PM
- & Sundays  10:00 AM – 12:00 Midnight

TOUR STOP #1   ATRIUM

A. DESIGN OF THE NEW LIBRARY
- The user-friendly, state-of-the art, $35 million, signature building was designed by Centerbrook Architects (Connecticut) and Davis Partnership Architects (Colorado) with ample natural light, café, gallery, patios, reading and meeting rooms
- The design melds collaborative workspaces and comfortable quiet study areas, with thirty group study rooms optimally located throughout to reflect/support small group learning
- Reflects Colorado’s environment: Colorado wildflower colors, with Columbine features on Tower, inlaid in the Service Desk, in hanging sculptures and the light fixtures surrounding the ceiling of the atrium.
- Falling aspen leaf accents in many windows
- The building features a 79-foot tall tower that is open at the base to the outside and encloses a stunning conference room at the third floor.
- The tower is topped with aluminum petals reminiscent of a columbine flower. It is 42-feet wide point-to-point of large petals, 13-feet tall above the concrete structure.
- Concrete construction for quiet building, sturdy enough to bear a load of over 215,000 print journal and book volumes
- Most of the interior partitions are glass which spreads the natural daylight into inner spaces.
- Nearly 113,000 square feet; double the size of the Denison Memorial Library building
- Wireless everywhere to support advanced mobile computing and communication technologies
- A monumental stair runs through the center of the building and is capped with four light monitors that bring natural daylight down into the core of the library. Two large mechanical penthouses are suggestive in their shape of the Rocky Mountains.

B. OTHER CONSIDERATIONS
- You are welcome to enjoy food and drink in the library. Please be careful, clean up your trash and empty any liquids before throwing cups away.
- The Bookstore Brew Café is just outside the library entrance.
- Please use cell phones in study rooms, isolation booths, or outside.
- When studying at the library, don’t leave purses & backpacks unattended.
- Smoking is not allowed anywhere in the building, not even the patios

SERVICE DESK – The Health Sciences Library has a single Service Desk where you can find answers to all your library questions.
A. CHECK OUT MATERIALS - two weeks for circulating books and journals
   - Materials can be renewed in person, by telephone, or online. Make sure you renew your items when you receive the notice – Fines are 50 cents per day!

B. RESERVE MATERIALS – Located through IMPULSE
   - Ask at the desk or use our online catalog, IMPULSE, to look up class reserves by faculty name or class number/name.
   - Photocopied materials are arranged by faculty name; books are by call number.
   - Audio Visual reserves, including bones and anatomical models, are here.
   - One copy of most required class textbooks.

C. LIBRARY CARDS – Your Campus ID is your library card
   - Affiliated user records are automatically loaded into the patron record system via a download from Student and Staff Information systems.
   - Any changes to address or phone should be made through your department.
   - Your student or staff/faculty ID number is your library ID number for remote access.

D. PHOTOCOPY CARDS – Buy these at the desk or use the vending machines on the 1st floor.
   - Copy Cards can be purchased with cash, check, Visa, MasterCard and INs.
     - Card costs $1 and then you can add any amount.
   - Vending machines to buy cards are located at GoPrint stations on the 1st floor.
   - You can add money to your card at the vending machines or at any copy machine card reader, these are available on all floors.

E. INTERLIBRARY LOAN (ILL)/PHOTOCOPY SERVICE – If you need material that our library does not own, you request items online via ILLIAD – search ILL from the library’s web page.
   - Available for all clients; currently no charge for students.
   - ILL allows library users to obtain materials not available at the Library.
   - There is also a photocopy service for copies of Library materials.
   - ILL or photocopy charge is $6 per item for affiliated, $16 for non-affiliated clients, prepaid.
   - Give completed ILL/photocopy forms to Service Desk staff.
   - Be sure to allow ample time for ILL or pay for Rush delivery.

G. E-MAIL HELP – provided for UC AMC students, faculty and staff only!
   - E-mail FAQs available on all PCs.
   - Mary Mauck is the Student E-mail Coordinator for the UC Denver Anschutz Medical Campus, 303-724-2171.

H. NEW BOOK SHELF - books stay on shelf 1 week
   - Located in seating area at the foot of the grand stairs.

REFERENCE HELP – Our Reference Team can help with your information needs. Ask at the Service Desk for a librarian.

The REFERENCE OFFICE is open from 8:00am-5:00pm, Monday-Friday.
   - Research consultations are available to assist researchers for free and professional online search service is available for a fee.
   - Ask at the Service Desk for a librarian to make consultation appointments or request computer searches.
   - Voice mail and email are available when the office is closed.
TOUR STOP #2: SOUTH INFORMATION COMMONS – COMPUTER AREA

A. REFERENCE BOOKS - Materials like dictionaries and directories are reference books
   - Materials are listed in IMPULSE, our online library catalog, with "HSL Reference" location indicated.
   - They cannot be checked out.

B. INFORMATION COMMONS – The Library has two Information Commons, North and South, with a total of 50 workstations connected to campus network
   - Micromedex, OVID, PubMed, other database resources, and the World Wide Web are available from all of the terminals.
   - Remote access is available only to UC Denver AMC/UCH paid faculty, staff and students. All electronic resources available remotely, except UPTODATE.
   - Those not affiliated with the library can ask for a guest password to use our resources for health related research.
   - Some educational software is licensed only for our affiliated users. You will have access from any library computer by using your campus logon and id.
   - Classes on using our resources are offered regularly. Class schedule available at the Service Desk, by the classrooms, in the front info rack, and from HSL web page. Register online.
   - **We recommend that you save your work to a flash drive, which you can buy at any computer store.**

C. FINDING LIBRARY MATERIALS USING IMPULSE
   - IMPULSE is the library’s online catalog and includes all books, audiovisual materials, journal titles, and reserve items

D. PRINTING – The library’s computer’s are connected to one of two laser GoPrint Stations
   - Printing costs 10 cents per page. Use your copy card to access your print job.
   - The GoPrint Stations are located in the South information commons and under the main staircase in the North information commons
   - Students with Bookstore printing accounts may use those accounts in the Library.

E. PHOTOCOPY MACHINES – on each floor, use cash or a copy card; printing is 10 cents per page.
   - 1st floor copy machines are located in the South Information Commons and under the main staircase in the North Computer Commons

F. TYPEWRITER – an electric typewriter is available, check it out from the front desk.

ADDITIONAL OBSERVATIONS

A. BUILDING
   - Divided into north-south, 3 floors – computers on 1, journals on 2, books on 3
   - Elevators are available at North and South end of buildings.
   - Two staircases – Main staircase in center and Spiral stairs at South end

B. HANDOUTS
– Available as you enter the library, at the terminals and other places in the library; many available on the library website.
– Feel free to take any handouts that might be useful

C. SUGGESTION BOARD - Information, Comment cards found here [on west wall near entrance]. Comments can also be made online at http://hsl.ucdenver.edu/tell-us/

D. TELEPHONES are available on all 3 floors
   1. By the Teaching Labs on the 1st floor
   2. By the computer terminal near the curved stairs on 2nd and 3rd floors
      a. On-campus, 5-digit dialing only (will work with UCH and DDC too)
      b. Paging service is NOT available

E. RESTROOMS – located near elevators on each end of building on all 3 floors

F. WATER FOUNTAINS – near restrooms

**MOVE TO THE NORTH INFORMATION COMMONS FOR TOUR STOP #3**

A. STUDY ROOMS/SPACES – Closed and open study spaces can be found on the east and west sides of each floor
   – Note the variety of study nooks under the stairs
   – One-person “Isolation booths” have been scattered throughout the building
   – All study rooms are first come, first served – you cannot reserve them or leave items overnight
   – However, you may keep materials until closing with a signed and dated note
   – Please be safe! NEVER leave your personal items alone!

B. AV EQUIPMENT - for anyone to use
   – 4 scanners with Adobe software available (can be used by anyone)
   – One PC with Zoom Text for visually impaired
   – TV/VCR machines
   – DVD players on all computers
   – Headphones for checkout at desk; personal headphones will also work
   – Flat panel monitors available in some study rooms
   – Specialized software used by classes is available on any computer here by logging in with your webmail login

E. WIRELESS NETWORK ACCESS
   – Wireless access is easy.
   – Make sure your wireless is on and point your browser to www.ucdenver.edu.
   – You’ll see a Guest Login, once you accept that login; you’ll be on the network.
   – The wireless network is available throughout the library and on campus. Both a guest and UCDenver wireless network is available.

**STOP #4 – TEACHING LABS AND CENTER FOR DRUG INFORMATION EDUCATION AND EVALUATION (CDIEE)**

A. TEACHING LABS – Library classes are held in these rooms.
- The class schedule, online registration, and most handouts are available from the Library web page
  - [http://hsl.ucdenver.edu/classes/](http://hsl.ucdenver.edu/classes/).

B. CENTER FOR DRUG INFORMATION EDUCATION AND EVALUATION - Located at the North end of the 1<sup>st</sup> floor, the CDIEE is run by UCH Pharmacy faculty. An appointment is required.

**GO AROUND WEST SIDE OF THE 1<sup>ST</sup> FLOOR AND BACK TOWARD THE FRONT OF THE LIBRARY. TAKE THE MAIN STAIRCASE TO THE 2<sup>ND</sup> FLOOR, TURN RIGHT AND FOLLOW THE CORRIDOR NEXT TO THE STAIRS AROUND TO THE SOUTH END – STOP IN VIEW OF THE STAINED GLASS for**

**TOUR STOP #5**

2<sup>ND</sup> FLOOR – quiet study area

A. CURRENT AND BOUND JOURNALS are on the 2<sup>nd</sup> floor.
- The Library has a small number of current print journal subscriptions (@10 this year in print and more than 32,000 full text online subscriptions)
- Print journals can be checked out; the same circulation rules apply as for books
- They are arranged alphabetically by title (rules for abbrev. titles: JAMA comes just before Japanese Journal of . . . )
- **Most current journals are online only**
  a. use [Find Journals](http://hsl.ucdenver.edu/classes/) on the web page to find online issues of journals

B. ENCLODED PATIO – One of two patios and several decks available for study space

C. STAINED GLASS - The Denison family crest, along with an exhibit of Denison family historical documents will remain in the Library’s care. The Health Sciences Library building on the 9<sup>th</sup> and Colorado Campus was “The Charles Denison, M.D., Memorial Library” from 1936-2007.

D. CONFERENCE ROOM – Available for campus use, this conference room is reserved through library administration.

E. PHOTOCOPY MACHINES - two on this floor; please report any problems to the Service Desk

F. QUIET STUDY AREAS - Please be considerate of other clients
- 2<sup>nd</sup> and 3<sup>rd</sup> floor are intended to be quieter study areas, along with the built-in counters along the East and West walls by the windows on 2 and 3
- Study rooms and Isolation booths are available on each floor
- The library’s Quiet Study Room (QSR2100) is on the 2<sup>nd</sup> floor, right above the library’s main entrance

**GO BACK TO THE MAIN STAIRS AND UP TO THE 3<sup>RD</sup> FLOOR**

**TOUR STOP #6**

**THIRD FLOOR** – quietest study area

A. ART GALLERY AND READING ROOM
- The Art Gallery space is designed to host local and traveling exhibits: one of the first was “Changing the Face of Medicine: Celebrating America’s Women Physicians” from National Library of Medicine and American Library Association. See [http://hslibrary.ucdenver.edu/on-display/](http://hslibrary.ucdenver.edu/on-display/) for the current exhibit.
- Reading Room is designated as a very quiet study area
- These two spaces can be reserved for special functions through the EMS online reservation system. Look for “Reserve a Room” under the Services drop down menu on the library’s web page.
The portraits are two of the Denison family physicians, along with Ella Strong Denison, the original Denison Memorial Library donor.

The third floor Gallery and porch offer great views to the mountains to the West.

Take note of the following points of interest outside of the library:
   a. The Red Cross Building, a WW1 era, historic building
   b. Commercial development across Montview
   c. View of the Front Range
   d. University PR offers a walking tour with history of Fitzsimons

EXIT THE READING ROOM AND GALLERY AND TRAVEL SOUTH PAST THE BOOK SHELVES TO THE INTERIOR PATIO

TOUR STOP #7

A. CIRCULATING BOOK COLLECTION – arranged in National Library of Medicine call number order. All these materials may be checked out by affiliated patrons.

B. INTERIOR PATIO – available for study space

C. TOWER CONFERENCE ROOM – found to the right of the Administrative Offices. This signature space can be reserved through the online EMS reservation system.

LEAVE THE TOWER ROOM, WALK BACK PAST LIBRARY ADMINISTRATION AND INTO THE SPECIAL COLLECTIONS ROOM.

TOUR STOP #8

SPECIAL COLLECTIONS ROOM – found to the left of the Administrative Offices. No food or drink, please, to protect valuable rare materials

A. The library has four special collections – Both circulating and non-circulating (Rare books) collections
   ▪ Amesse Collection – now in the 1st floor Information Commons
      – Leisure reading materials including newspapers, magazines, current fiction & nonfiction books, as well as a free paperback exchange.
   ▪ Drs. Henry and Janet Claman Medical Humanities Collection
   ▪ Strauss Indigenous Medicine Collection
   ▪ History of Medicine collection

B. Rare Books – books cannot be checked out
   – High-tech fire suppression feature in rare book area; unique collection valued at over $2 million including 1859 first edition Darwin, 1546 Vesalius
   – Ask at Service Desk for librarian to retrieve items from the rare book area (vault). An appointment may be required.

This concludes the self-guided tour of the new Health Sciences Library building. You may take the elevator or curved stairs back to the first floor or stay awhile in any of the library’s spaces.

Thanks for getting to know Health Sciences Library. Please come back soon!