

SERVICES FOR STAFF @ THE USC LIBRARIES



LIBRARY SPACES

All members of the USC community can use available desktop computers at any of our library locations.

Rooms for group study, meetings, and events are available in Leavey Library, Doheny Memorial Library, Helen Topping Architecture and Fine Arts Library, and Von Kleinschmidt Center. Click on “Spaces Overview” on the Libraries’ web page (<http://libraries.usc.edu>) to learn more.

INTEGRATED DOCUMENT DELIVERY (IDD)

Request any article, microform, book or book chapter, conference proceeding, audiovisual item, or other research materials not owned or available at USC through ILLiad, our interlibrary loan service. Articles generally arrive in 24-48 hours, books in 3-5 days. Research staff and post-doctoral students are additionally eligible for electronic document delivery. Visit www.libguides.usc.edu/idd for more information.

BORROWING AND COLLECTIONS

Staff can check out up to 200 standard circulating items at a time, with a loan period of one semester for most items.

USC Libraries holds over 5 million volumes, almost 100,000 electronic journals and magazines, and over 100,000 items in its Digital Library. The Libraries subscribes to hundreds of online databases in every subject, and includes several specialized research and archival collections. We have large collections of DVDs, fiction, and popular nonfiction. All electronic resources can be used from off-campus.

RESEARCH AND REFERENCE SERVICES

Each subject at USC, from accounting to urban and regional planning, has a dedicated librarian with subject expertise. Subject librarians contribute to the curriculum and support research in their corresponding schools and research centers.

Subject librarians are available for individual consultation at any stage in the research process, from topic generation to publishing. A list of subject librarians can be found in the Libraries’ directory at <https://libraries.usc.edu/directory>

Reference service is available to all members of the USC community in several forms: in person at reference desks in most libraries, by phone at (213) 740-4039, and by email and chat by clicking “Ask a Librarian” on the website: <https://libraries.usc.edu/form/ask-librarian>