

Welcome to Carey S. Thomas Library

**Library Hours**

Monday-Thursday 7:30 AM - 10:00 PM

Friday 7:30 AM – 6:00 PM

Saturday 9:30 AM – 5:00 PM

Sunday Closed

**Reference and Research Assistance**

If you have questions about how to locate resources request help at circulation. For research assistance ask for a Reference Librarian, libref@denverseminary.edu.

**Obtaining Library Privileges**

Fill out the online [Library Card Application Form](https://denver-seminary.tlcdelivers.com:8086/onlineBorrowerRegistration.html) available on the Denver Seminary website. After financial clearance come to the circulation desk in the library to receive your student ID and library card.

**Online Catalog**

The online catalog – [LS2PAC](https://denver-seminary.tlcdelivers.com:8080/#section=home) – is accessible through the Denver Seminary Library. This Google-type search identifies results in print and electronic books.

**Library Account**

Set up your online library log in through [LS2PAC](https://denver-seminary.tlcdelivers.com:8080/#section=home) to renew borrowed items, request items that are checked out, review your history, and save searches and lists for bibliographies.

**Checkout Times and Limits**

Checkout periods for most items are 4 weeks, limited to a total of 26 items at a time.

**Course Reserves**

Required print texts, resources for research papers, and assigned readings for residential and blended courses are available at circulation. Checkout periods are 2 hours, limit 2 items. Academic Reserves are located in the online catalog by selecting the course and professor. Some resources are posted through the Moodle course site. Resources for online courses are posted through Moodle.

**Electronic Books and Kindles**

The library has more than 500 electronic books. You may access them through the online catalog. Handouts detailing the steps for accessing and using [EBSCO](http://support.ebsco.com/uploads/kb/en_ebooks_quickref_userguide.pdf) and [OverDrive](http://7fae52e31a814dd2f5bd-526af453fe348874d789efba7ef2de8d.r21.cf2.rackcdn.com/uploaded/o/0e5558097_1477581218_overdrive-ebook-user-guide.pdf) electronic books are available on the Library Website and at circulation. Checkout periods are 1 week, limit 5 items. They are automatically returned.

The library has 5 Kindles pre-loaded with books for courses; they circulate for 1 week at a time.

**Electronic Databases**

Full-text journal articles are available through the library website [Electronic databases](http://www.denverseminary.edu/resources/library/library-databases/) and through [Electronic journal subscriptions](https://denver-seminary.tlcdelivers.com:8080/#section=search&term=electronic%20journals&page=0&sortKey=Relevancy&db=ls2pac&branchFilters=[%221%22]&facetFilters=[]) listed in LS2PAC Off-campus access is authenticated with your student ID and MyDenSem password.

**Scanners and Copiers**

There is a state-of-the-art scanner in the Reference Lab for research purposes. You can scan directly to your device or a flash drive. A flash drive is available at circulation for checkout. Scan-to-email is available at all 3 copiers in the library. Photo copying is 10 cents per page. It is tracked through your print copy account and can be replenished at the circulation desk or in the business office.

**Library Conference Rooms**

There are 4 conference rooms in the library for student meetings and study groups. They can be scheduled for 2 hour blocks through the circulation desk.

**Library Carrel Lockers**

There are 16 secure carrel lockers available for students on a first come, first served basis with payment of a key deposit. Priority is given to those researching and writing theses.

**Returning Books and Media**

Book returns are located outside of the library on the north wall of the building, in the Student Center near the library entrance, and at the circulation desk.