

The Library and Honors Students

Carrels

Carrels and Honors “suites” are provided in the Warren Hunting Smith Library for use by Honors students in support of Honors research.

- You must be embarked and on the current list of Honors students provided to the library by the Honors Secretary.
- The Library Director’s Secretary, Louise Bond, will assign you a carrel or suite, as available, and issue you a key.

Term Loan

Honors students may borrow books for a term and take them out of the library building.

- You must be on the current list of Honors students.
- You must tell the Circulation Desk you want a term loan in each instance.
- Some tweaking of your patron record is necessary. Term loans are not automatic; they can not be assumed because you have “embarked.”
- All term loans are due at the end of the term and are subject to normal recalls, fines and charges.
 - Term loans may be recalled at any time for the use of others or course Reserves.
- See http://library.hws.edu/documents/lending_schedule.pdf for policy

InterLibrary Loan

Interlibrary Loan obtains scans of articles and loans of books from other libraries. You can submit requests, on or off campus, through the ILL web page at <http://Illiad.hws.edu>

- We must respect other institutions’ due dates and policies.
- If you request a loan extension before an item is due, the lending college or university will usually give it. There is no second extension.
- Plan ahead, perhaps by requesting a second ILL copy of a book before the first loan copy must be returned.

Photocopying & Printing

The library does not have funds for Honors research or final copying or printing.

- Some arrangement may or may not be possible through departments. Check with your advisor.

Consults

Reference librarians will be happy to meet with you and/or your advisor, in consultation, about your research.

- You might get in touch with the liaison librarian listed for your advising department in the library's subject guides.
- Check under the "Guides" tab on the library page <http://library.hws.edu>

Cataloged Honors Theses

Honors theses are cataloged and listed in the library's online catalog at <http://voyager.hws.edu/>.

- Theses can be examined in the Colleges' Archive (see <http://library.hws.edu/archives/> for contact), open part-time weekdays.
- You can search for a thesis in the library catalog by student author, advisor, department, and a year.
- Find records, for example, for all Psychology Department theses in a year, or all years, by "Advanced" subject search:



The screenshot shows the library catalog search interface. At the top, it says "Database Name: Hobart and William Smith Colleges Library" and "Advanced Search". Below this are four tabs: "Simple Search", "Advanced Search", "Course Reserves", and "New Items". The "Advanced Search" tab is selected. The search form has two rows. The first row has a "Search for:" field containing "student theses honors psychology 2008", a dropdown menu set to "all of these", and a "Search in:" dropdown menu set to "Subject". Below the first row are three radio buttons: "AND" (selected), "OR", and "NOT". The second row has a "Search for:" field, a dropdown menu set to "as a phrase", and a "Search in:" dropdown menu set to "Author Name".

- See a reference librarian or the Archivist with questions about searching for theses.
 - Archives at <http://library.hws.edu/archives/>
 - Reference contacts at <http://library.hws.edu/contact.asp>