

Welcome to the William A. Blakley Library University of Dallas, Irving, TX www.udallas.edu/library

Arrangement:

The [Library Online Catalog](#) indicates the holdings of the library. Call numbers, [Library of Congress Classification System](#), are assigned to material to group subjects together.

Locations & Collections:

Circulating Books are shelved in the Braniff building by LC number:

A-DD 179 on lower level
DD 180-N on second level
P-Z on the third level

Reference Books are shelved on the first floor of Braniff with the letters "Ref" above the classification number.

Periodicals & Newspapers

Current periodicals are displayed alphabetically by title in the walkway connection of the Blakley and Braniff buildings, and into the reading room of Blakley. Past issues of periodicals and newspapers are shelved by LC call number in the Blakley building.

Microforms & Scanners

Microforms are shelved by LC number in an office area on the 1st floor of the Braniff building so ask for assistance for retrieval. *Scanners* are available for both microforms and print conversion to digital format. Print outs are paid for and picked up at the Circulation Desk. If you bring a memory device, you may download the information.

Check Out:

Bring your current UD ID card to the Circulation Desk, 1st floor of the Braniff building, to check materials out of the library. There is a three week check out period for books. For other items see our [policy](#) on our web page. Contact Circulation staff at 972-721-5329.

More time:

Renewals are made in person or by phone: 972-721-5329. Fines are charged when library items are not returned when due.

Professor's Choice:

Faculty request that reserve materials in electronic format be placed on the library's web page as [Online Reserves](#). Print reserve is at the Circulation Desk or in the circulating Stacks per faculty request.

Help:

Assistance is available at the Reference/Help Desk: in person, 1st floor of the Braniff building, library web page: [Ask a Reference Question](#), email reflib@udallas.edu, or call 972-721-5315. Hours the desk is staffed: Mon-Thurs 9am-7pm, Fri 9am-5pm, Sat 9am-6pm and Sun 1pm-6pm, Except as posted.

Reference Librarians provide multi-faceted instructional activities, for groups and individuals. Faculty members may arrange for instruction for their classes with the form [Instruction Request Form](#). Orientation tours are provided for individuals or groups by appointment.

Online!

Databases provide indexing and retrieval of publications. The [Full Text Journal](#) list contains periodical titles that are indexed in the various databases and the library's online catalog. The Subject Guides correlate to the studies at UD. [A University Network Account](#) is required for remote access. Accounts are issued to students through the AIS and GSM Computer Centers.

ILLiad & TexShare

Requests for borrowing materials that are not owned by the library are submitted electronically from [ILLiad](#) on our library website. The Interlibrary Loan (ILL) office is open Monday through Friday, 8:00 am - 4:00pm.

The [TexShare Card Program](#) entitles UD graduate students and faculty to on-site use and access to the circulating collections of the member libraries. A TexShare ID card is obtained at the Library Circulation Desk. Links to [other library catalogs](#) are available on the Blakley Library's web page.

Time:

The regular operation of the Library occurs:
Mon.-Thurs.: 8:00 am - 12 midnight
Friday: 8:00 am - 10:00 pm
Saturday: 9:00 am - 6:00 pm
Sunday: 1:00 pm - 12 midnight

Exceptions: breaks, interims and holidays posted in accordance with the University's Academic Calendar.