



UNIVERSITY OF KENTUCKY LIBRARIES

April 22, 1974

The most frequently used periodical indexes are shelved in the Reference Area (second floor King Library-South) adjacent to the Reference Desk. To locate a periodical title, check the author-title catalog, also in the Reference Area. Publications with call numbers in the upper left-hand corner of the catalog card are located in the general stacks, bound and current issues together. Publications without call numbers are shelved (bound volumes and current issues) on the fourth floor in alphabetical order by title. Publications with plastic overlays reading "Issues in Periodical Room" are housed in the Newspapers/Microtexts Department, bound volumes and current issues in adjacent areas.

An asterisk above the call number on the catalog card indicates that the periodical is located in the Special Collections Department, first floor of King Library, North. Periodicals issued by the federal government, state governments, and United Nations are not listed in the card catalog. Ask about these official publications in the Government Publications Department, Room 116. Special Collections Department closes at 5:00 Monday through Friday. Government Publication closes at 10:00 P.M. Monday through Thursday and at 5:00 on Friday.

A record of library holdings of periodical and serial titles is kept in the Central Serials Record located at the north end of the bridge. Hours of service are 8:00 - 5:00, Monday through Friday. To determine whether a specific volume or issue of a periodical is owned by the library, check with this department. Periodicals do not circulate to students but may be borrowed by the faculty for 48 hours. Low cost copies of periodical articles may be made at the Copy Service window in the lobby of King Library, South, or on coin-operated copy machines. Copies are 5 cents per page. Copy Service is open 8:00 - 4:30 Monday through Friday.

Whenever you have difficulty in locating a particular periodical, ask for assistance at the Reference or Circulation Desks.

(Please See Other Side)

newsletter

PERSONNEL CHANGE--INTER-LIBRARY LOANS

John Richardson Jr. has recently been appointed Head, Inter-Library Loan for M.I. King Library. Inter-Library Loan handles requests from departmental libraries, faculty members, and graduate students working on either their dissertation or thesis. John's office is Room 201 King Library South; feel free to drop in Monday through Friday, 8 AM to 5 PM or simply call 257-2853.

(Sandy Gilchrist has become a full time member of the general reference staff.)

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SPECIAL COLLECTIONS DEPT.
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