McDermott Library
The University of Texas at Dallas

Home ‡ UTD Catalog ‡ Library News ‡ Resources ‡ Services ‡ About ‡ How to ‡ Site Map

Services

Callier Library
Special
Collections
Reference
Department
Tours and
Instruction
Distance
Learning

Distance Learning

Resources for UT-Dallas Students Enrolled in Distance Education Classes

What resources are available at the UTD Library?

- UTD Catalog
- Electronic Databases
- Electronic Course Reserves
- Electronic Books
- Electronic Journals
- Government Documents
- Useful Web Sites These are websites that include online dictionaries, citation manuals, encyclopedias, etc.
- RefWorks – a citation manager.

Can a librarian help me to find and use the resources at UTD library?
Yes. There are several ways for you to contact a librarian:

- Ask a Question (email service) Questions are usually answered in 1-2 business days
- UT System Chat Reference Service Available:
  - M-Th Noon until Midnight
  - Friday Noon until 4 pm
  - Sunday 6pm until Midnight
- Contact an individual librarian by email or phone at http://www.utdallas.edu/library/services/refstaff.htm
- Call the Reference Desk at 972-883-2643
- Contact the Distance Librarian (carol.oshel@utdallas.edu or 972-883-2627)

How do I Connect to the Library's Electronic Resources?
You will need your UTD-ID number. Go to Connecting from Off-Campus for specific instructions.

How do I get my UTD-ID number?
Students can obtain their UTD-ID number by logging on to http://netid.utdallas.edu. If you received your Comet Card after July 2006, it is printed on the front of your Comet Card.

Why would I need a UTD-ID number if I'll never be on campus?
You will need your UTD-ID number to access all of the library's electronic resources (reserves, journal articles, ebooks, interlibrary loan, etc) from off campus.

How can I get books and paper articles?
Use Interlibrary Loan Services to get UTD paper materials delivered to you (distance learners only). Contact Vickie Bullock for assistance in obtaining materials and options for document delivery.

Distance Learners are UTD students who live outside the boundaries of **Collin**, **Dallas**, **Denton**, **Rockwall**, or **Tarrant** counties.

What if I am an online student, but I live in one of the counties listed above?
You would not be classified as a Distance Learner. You would still be able to access the electronic resources from off campus using your UTD-ID, but you would have to come on campus to use the print resources. You would then need a Comet Card, which you can get at the Info Depot in the Student Union on campus.

What is a Comet Card?
It is your UTD ID card and is also your UTD library card.

Will I need a Comet Card?
Only if you will be on campus and wish to use the library resources or if you need an ID that shows that you are a student at UTD. You may obtain your Comet Card at the Info Depot in the Student Union, or send an email to the Comet Card Office requesting an ID.

- Email must include:

    1. Complete Student name
    2. Return mailing address (where to mail card)
    3. A .JPG "head shot" photo file attached to the email
    4. Fax a copy of Driver's License (copy must be enlarged so we can see the picture on it). The fax is 972-883-6144

Can I use my Comet Card to check out from other libraries in my Area?
Yes. You can Apply for A Texshare Card which will allow you to borrow from another participating Texas library. It is only valid in Texas and must be accompanied by your Comet Card.

Can I get materials that aren't owned by UTD?
Yes, all UTD students may use the Interlibrary Loan Service to obtain materials from another library. (we will find which library to borrow from) Contact Vickie Bullock if you need help using Interlibrary Loan.

How can I get help with citations and bibliographies?
From the Useful Websites select "Citations and Style Manuals". This is a collection of websites that explain how to use the various style manuals. Also, RefWorks (a citation manager) will help with citations and bibliographies. If you need help setting up your RefWorks account, or using RefWorks you may email or call Carol Oshel, carol.oshel@utdallas.edu, 972-883-2627.

What if I need more help?
Use the Help pages and tutorials provided by the databases. The librarians have also made some tutorials and handouts.

Send your questions or comments to: Library Web Oversight Committee
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UTD Homepage