



**LIBRARY**

**ORIENTATION**

**2023-2024**

# Location & Hours

Los Angeles - Room 122

Buena Park - Room 123

Monday to Friday

9:00 am to 6:00 pm

Online

24/7

# Books, Magazines & PCs

**Collection:** The libraries have a growing collection of over 3,000 books. We also have magazine subscriptions to titles like Bloomberg Businessweek, Forbes, and Wired, among others.

**Computers:** There are 8 computers for research purposes only in both campuses. All of the desktops have access to the Internet, Microsoft Office and online libraries.

# Library Policies:

- ✓ Please sign in the Log sheet and present your student ID card to check out materials.
- ✓ NO food or uncovered drinks allowed in the library.
- ✓ Keep cell phones on vibrate or turned off.
- ✓ After you finish using the materials, please place them on the "Return Book" cart, next to the front desk.

# Circulation Policies

Items that **CANNOT** be checked out:

- \*Newspapers
- \*Magazines
- \*Textbooks
- \*Reference materials.

# Loan Periods

Undergraduate Students	5 items (2 weeks)
Graduate Students	7 items (3 weeks)
Faculty	10 items (4 weeks)
Administrative Staff	7 items (4 weeks)

# Interlibrary loans with:

Los Angeles Campus

Buena Park Campus

American Evangelical Library

Grace Mission University Library

International American University

# LIBRARY CLASSIFICATION

## AKA how books are labeled

The libraries use a modified version of the Dewey Decimal System. This ascending numerical system organizes books into 10 subjects and its subdivisions, and makes it possible to create a unique call number:

000 Generalities

100 Philosophy & Psychology

200 Religion

300 Social Sciences

400 Languages

500 Natural Science & Mathematics

600 Technology (Applied Sciences)

700 Arts

800 Literature

900 Geography & History



# LIBRARY CLASSIFICATION

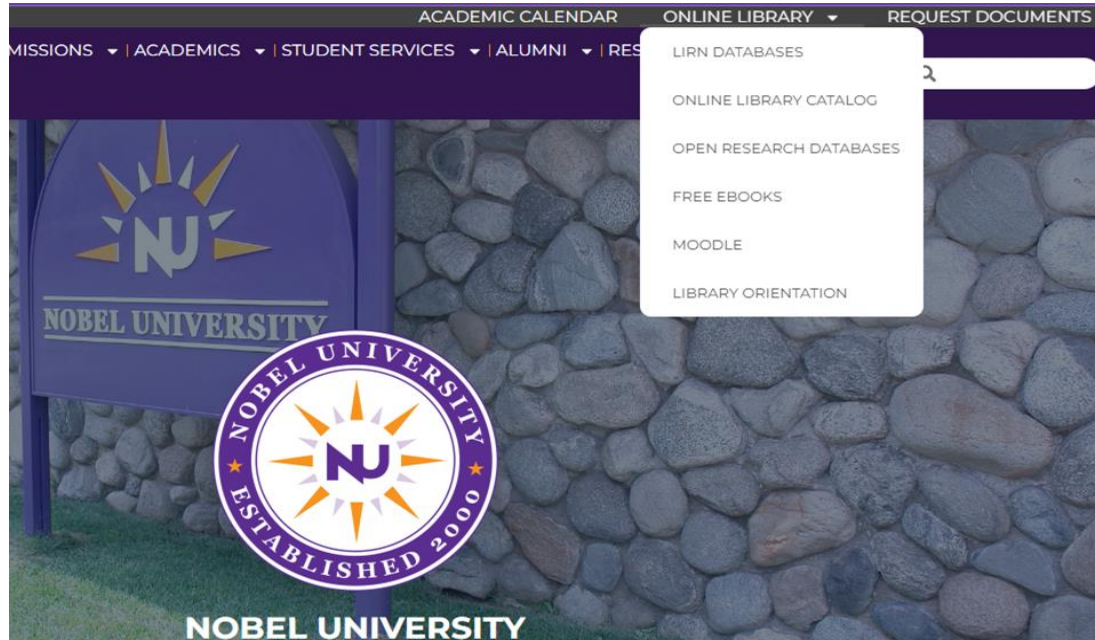
## The Call Number

Each book has a unique Call Number attached to the spine of the book. This label helps place it in a particular location on the shelves. You can find it by a search of the library's online catalog.

I.e., The textbook Business Ethics, 9th edition, by William Shaw has the following call number:

174.4	Dewey number for subject
S47b	Capital S - 1st letter of author's last name; 47 numerical representation of the rest of the author's name; lower case b - 1st letter of the title of the book
2017	Year published
9e	Edition

# Online Library Resources



You can access our online library anytime.

The link is on the top right corner of our webpage.

# LIRN Databases

**LIRN** Library & Information  
Resources Network



Nobel University

## Login

Enter your credentials below to login.

**Username**

**Password**

Show Password

Enjoy the best experience by using one of the following browsers:



91+



89+



91+



14+

Search multiple databases from different LIRN content providers to find all of the information you need.

# Online Library Catalog

NOBEL UNIVERSITY



Home



Search



Advanced



Simple



Clipboard

Home

- All Words
- All Words
- All Words
- Title
- Author
- Subject
- Series Title
- ISBN
- ISSN
- Barcode
- Call Number
- Location
- Collection
- Target Audience
- Study Program
- Reading Level

Sort: Title



Clear



Library hours are: 9:00 am to 6:00 pm - Monday to Friday The library is closed on Saturdays and Sundays. The librarian is Alida Montanez-Salas. She is at the library on the Los Angeles campus from 9:30am to 3:30 pm on the 1st Wednesday of the month. On the 2nd Wednesday of the month, she is in the Buena Park campus. Otherwise she can be contacted at [amsalas@nobeluniversity.edu](mailto:amsalas@nobeluniversity.edu) or by calling 213-382-1136.

Recently Added Titles

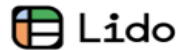
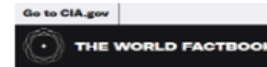


Introduction to business /

Madura, Jeff.

A catalog  
that  
makes  
finding  
books a  
breeze.

# Open Research Databases



**50 Best Open Data Sources Ready to be Used Right Now**

15 of the Best Free Open Data Sources

Non-profit organizations and government agencies providing resources and statistics for any and all projects.

# Free e-Books and Moodle



INTERNET  
ARCHIVE



Google Play  
Books



moodle™

Username

[Forgotten your username or password?](#)

Password

Cookies must be enabled in your browser [?](#)

Remember username

Log in

# Contact Information

If you need any research assistance, please do not hesitate to contact me.

I'm at the Los Angeles library on the 1st Wednesday of the month and at the Buena Park Library on the 2nd Wednesday of the month. You can also call the main number of the school and leave a message.

However, the best way to reach me is by email  
[amsalas@nobeluniversity.edu](mailto:amsalas@nobeluniversity.edu)

Ms. Alida Montanez-Salas  
Librarian