

## Borrowing Materials

Borrowing privileges are limited to Stanford affiliates (faculty, staff, students, and departmental visiting scholars) and patrons who have obtained a borrower's card from the Privileges Desk in Green Library East ((650) 723-1492).

**Recalls/Holds:** Items that are checked out can be recalled and/or held for you upon their return (Stanford affiliates only; excludes journals and Reserves).

**Renewals:** If you have both a SUNet and a University ID, you may see what you've checked out and renew them on the Web by going to the main Stanford University Libraries home page at <http://library.stanford.edu> and clicking on "My Account". *Phone renewals are not accepted.*

[Borrowers who can't use My Account may email renewal requests to [mathcslib@stanford.edu](mailto:mathcslib@stanford.edu).]

## Interlibrary Services

(Stanford faculty, staff & students only)

If a Stanford University library doesn't have the book or journal you need, you can request that the library get a copy of the article or borrow the book from elsewhere. Request forms are available at (SUNet ID required)

[http://library.stanford.edu/services/interlibrary\\_services/](http://library.stanford.edu/services/interlibrary_services/).

## Photocopying & Printing

The library has one photocopier located in the room next to the terrace. A microfilm/fiche reader/printer is located in the kiosk area.

The photocopier and the microfilm/fiche reader/printer are self-service, and you may use a Stanford ID card with money in your account, or a copy card to pay for copies. The cost is 13¢/copy. The machines do not accept cash.

Printing from electronic resources available at library kiosks requires a Stanford CardPlan account, a Stanford ID, or a copy card. The cost is 10¢/page for black & white, \$1/page for color.

Copy cards are available for sale from the Cash-to-Card machine in the Photocopy Room. A \$1 bill is required to purchase a blank card. The machine will accept bills up to \$20 only for adding to the amount on a copy card or a Stanford ID card. Library staff cannot give change.

If one of the machines stops working, please notify a staff member, and a service call will be made. The library staff cannot service the machines or give refunds.

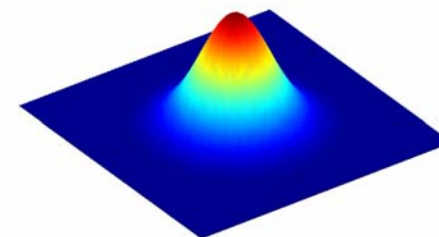
The library has a flatbed scanner available for use by those with current SUNet IDs.

**Off-campus access** of online library materials is available for most resources. Please contact the librarian for details.

## Mathematical & Computer Sciences Library

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Bldg. 380, 4<sup>th</sup> Floor  
Stanford, CA 94305-2126  
(650) 723-4672  
<http://mathcslibrary.stanford.edu>  
[mathcslib@stanford.edu](mailto:mathcslib@stanford.edu)



### Hours

#### Autumn, Winter & Spring Quarters:

Monday – Thursday, 9am – 9pm  
Friday, 9am – 5pm  
Saturday, 1pm – 5pm  
Sunday, 4pm – 9pm

#### Intersessions:

Monday – Friday, 1pm – 5pm  
Closed weekends & holidays

#### Summer Quarter:

Monday – Friday, 9am – 5pm  
Closed weekends & holidays

## The Collections

The library's primary holdings are books, journals, and technical reports in math, computer science, statistics, and operations research. Materials on computer hardware, networking, signal processing, CAD/CAM, and robotics are generally found at the Engineering Library; on the computer industry, at Jackson Business Library; on the history of mathematics and computers, at Green Library.

## Finding Materials

Use **SOCRATES**, the online catalog on the Web at <http://socrates.stanford.edu> to locate books, serials, technical reports, videos, and DVDs available at Stanford.

### Books

The library's book collection is arranged according to Library of Congress (LC) call numbers.

The Book Stacks begin in the area across from the terrace, near the Photocopy Room. The most recent books are placed on the New Book Shelf for at least one week.

**Collected Works** are shelved in the Storage Area alphabetically by author.

**Dissertations** are the red books located on the shelves nearest the Photocopy Room and shelved alphabetically by author.

**Online books** available to the Stanford community can be accessed via the library's Selected E-Books and E-Texts page at [http://library.stanford.edu/catdb/e\\_resources/e-books\\_e-texts.html](http://library.stanford.edu/catdb/e_resources/e-books_e-texts.html).

### Journals (and other Serials)

The library's journals are arranged alphabetically by title or by organization, starting in the kiosk (computer) area. For a quick overview of what the library has, consult the serial check-in records (tan metal Kardex) located across from the Circulation Desk.

The most recent issues of many journals are located in the Current Periodicals Room. Bound journals and other issues are located in the Periodical Stacks to your right as you enter the library. Less-used journals and journals on microfilm are located in the Storage Area (entrance is located in the back behind the book stacks). The most recent issues of all print journals are placed on the New Journal Shelf for at least one week.

**Electronic journals** available to the Stanford community can be accessed via the library's Electronic Journal web page at <http://library.stanford.edu/ejournals>.

### Technical reports

Technical reports are shelved in the Storage Area, arranged by six-digit numbers (i.e., 125679). Reports numbered 000001-400000 are kept in file boxes. Reports numbered 408000-410000 are on

microfiche and are kept in microfiche cabinets in the Storage Area. Many recently published tech reports are only available online.

### Videotapes

Videotapes are available for 2-hour in-library use only. There are two viewing stations at the back of the library. Course videotapes are not available.

### DVDs

DVDs may be checked out for 7 days and can be requested at the Circulation Desk.

## Article-Level Databases

in Math & Computer Science

**MathSciNet** features the indexes *Mathematical Reviews* and *Current Mathematical Publications* from 1940 → present:  
<http://ams.rice.edu/mathscinet/>.

**Inspec** indexes articles in computer science, physics and electrical engineering from 1898 → present:  
<http://isiknowledge.com/INSPEC>.

**Current Index to Statistics (CIS)**, indexes articles in statistics and related fields from about 1975 → present:  
<http://www.statindex.org/CIS/psqlQuery>.

**SciSearch** can help you find out how often an article has been cited and by whom. It also indexes articles in science and engineering from 1900 → present:  
<http://isiknowledge.com/WOS>.