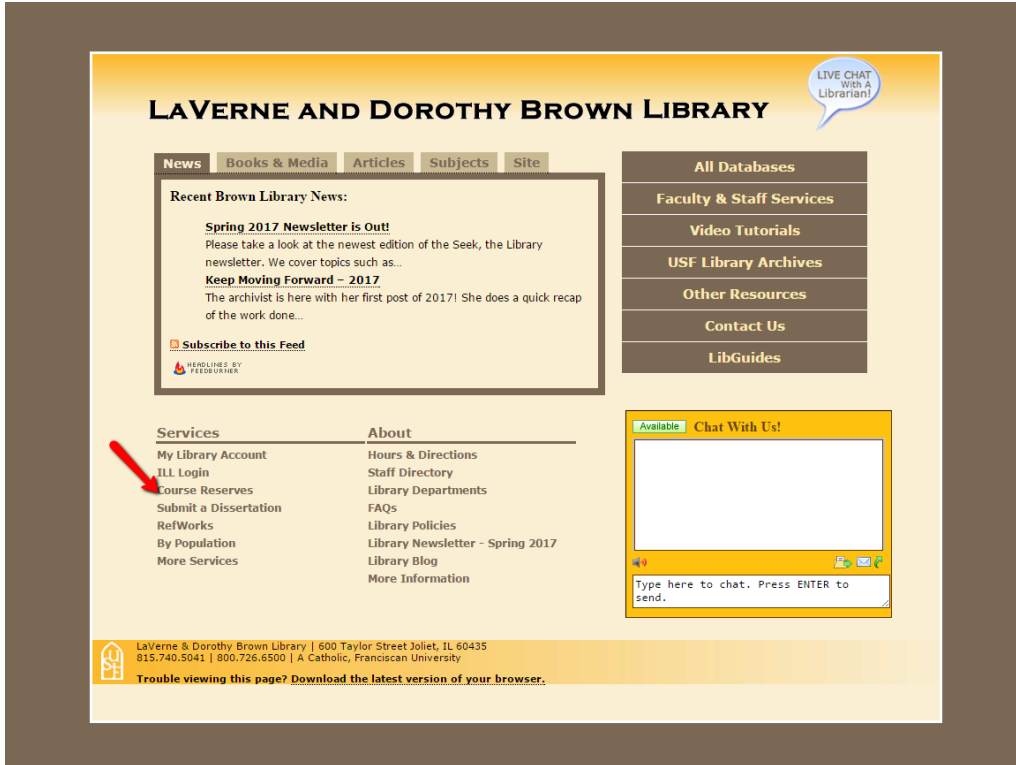
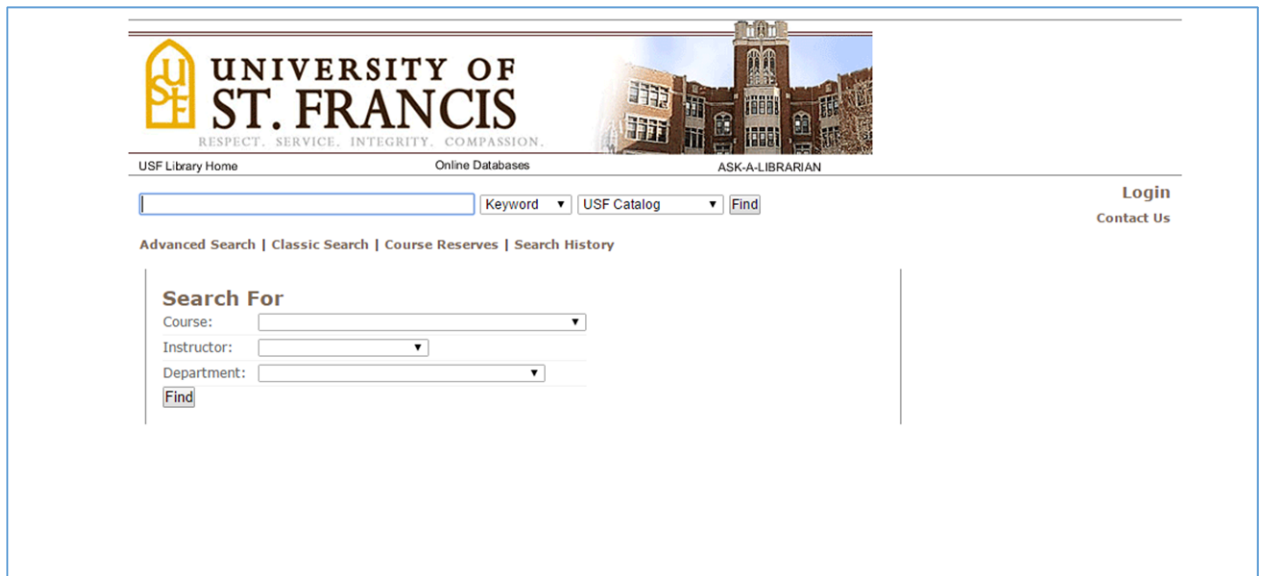


How to Access Course E-reserves:

1. Go to the Library website, <http://library.stfrancis.edu>.
2. Click on the link "Course Reserves" as shown by the red arrow.



3. You will see this webpage when you click that link.



From here you will choose your course, instructor, and/or department as shown below.

The screenshot shows the top navigation bar of the University of St. Francis library website. It includes the university logo, the name "UNIVERSITY OF ST. FRANCIS", and the motto "RESPECT. SERVICE. INTEGRITY. COMPASSION." Below this are links for "USF Library Home", "Online Databases", and "ASK-A-LIBRARIAN". A search bar contains the text "Keyword" and "USF Catalog", with a "Find" button. On the right, there are links for "Login" and "Contact Us". Below the search bar, there are links for "Advanced Search", "Classic Search", "Course Reserves", and "Search History". The "Search For" section has three dropdown menus: "Course:", "Instructor:", and "Department:". The "Course:" dropdown is open, showing a list of course numbers and titles. A "Find" button is located below the "Department:" dropdown.

**Search For**

Course:

Instructor:

Department:

- 101: Intro to Theology
- 101: Intro to Theology (Nicholas)
- 120: Foundatons of Chemistry
- 121: General Chemistry I
- 175: Principles of Marketing
- 226: Organic Chemistry II
- 230Z: Survey of the Exceptional Individual
- 250: Abnormal Psychology
- 294A: Liturgical Theology
- 331: Mathematical Statistics I
- 350 WI: Personality Psychology
- 362: Ethical Legal Issues for Health Care
- 405: Issues & Trends in RT
- 418: End of Life Issues
- 470: Law and Regulation
- 495: Business policy
- 672: FNP TheorPrinciples&Clinical Mgmt
- 675: Survey of the Exceptional Person
- ACAF 120: Foundations II

This screenshot is similar to the one above, showing the same navigation and search bar. In the "Search For" section, the "Instructor:" dropdown menu is open, displaying a list of instructor names. The "Course:" dropdown is empty, and the "Department:" dropdown is also empty. The "Find" button remains visible below the "Department:" dropdown.

**Search For**

Course:

Instructor:

Department:

- Carter, Marcia
- Clower, Katherine
- Davies, Elizabeth
- Deffenbaugh, Terry
- Ferrallo, Joseph
- Gruenbaum, Scott
- Katilius-Boydston, Marvin
- Kloser, Richard
- Marshall, Scott
- Morrisette, Stephen
- Nellett, Gaile
- Nicholas, Richard
- Schwert, Daniel
- Towle, Theresa
- Weigel, Kathryn

- Once you find the reserves your class, instructor or department, you will see a list of the available reserves. You will see books and videos that might be on reserve as well as the e-reserves. From here, you can click on the e-reserve you need.

Title / Author	Instructor
An Example of A Teaching on Faith: The Eucharist	Nicholas, Dr. Richard
Baptism of Infants	Nicholas, Dr. Richard
Catholicism and fundamentalism : the attack on "Romanism" by "Bible Christians" / Karl Keating.	Nicholas, Dr. Richard
Compendium : Catechism of the Catholic Church.	Nicholas, Dr. Richard
Concise companion and commentary for the new Catholic catechism / James Tolhurst.	Nicholas, Dr. Richard
Faith & Doubt	Nicholas, Dr. Richard
Faith & Reason	Nicholas, Dr. Richard
Four Problems of Cosmology	Nicholas, Dr. Richard
Franz Werfel's The song of Bernadette [videorecording] / Twentieth Century-Fox ; directed by Henry King ; produced by William Perlberg ; screenplay by George Seaton.	Nicholas, Dr. Richard
Fundamentals of the faith : essays in Christian apologetics / Peter Kreeft.	Nicholas, Dr. Richard
Handbook of Christian apologetics / Peter Kreeft and Ronald K. Tacelli.	Nicholas, Dr. Richard
Miracle of Our Lady of Fatima [videorecording] / [presented by] Warner Bros. Pictures ; produced by Bryan Foy ; written for the screen by Crane Wilbur and James O'Hanlon ; directed by John Brahm ; a Warner Bros.-First National picture.	Nicholas, Dr. Richard
Passion of the Christ [videorecording] / Icon Productions, a Mel Gibson film ; producers, Bruce Davey, Mel Gibson, Stephen McEveety ; screenplay by Benedict Fitzgerald and Mel Gibson ; directed by Mel Gibson.	Nicholas, Dr. Richard
Resurrection	Nicholas, Dr. Richard

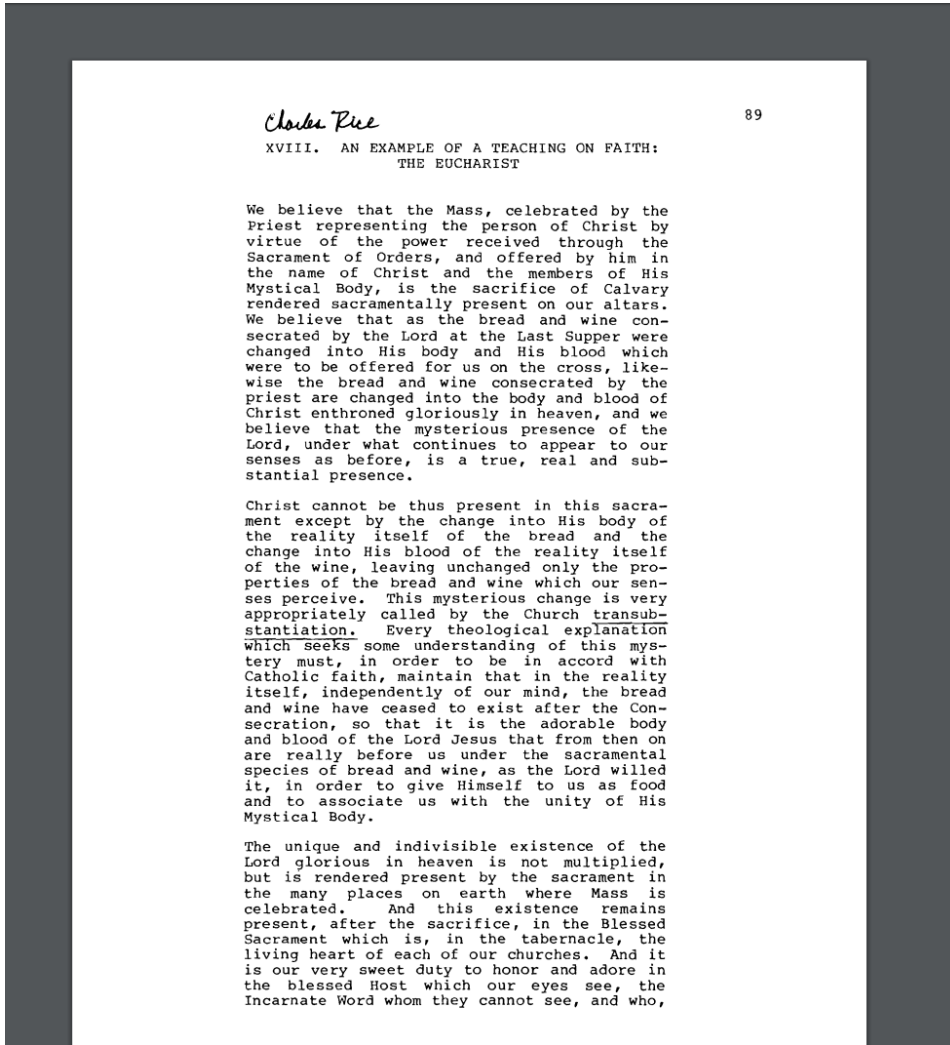
5. You will then see something like this webpage. You will click on the “Click here to open document” link.

The screenshot shows the University of St. Francis library website. At the top, there is a header with the university logo and name, and a navigation bar with links for 'USF Library Home', 'Online Databases', and 'ASK-A-LIBRARIAN'. Below the header is a search bar with a 'Keyword' dropdown, 'USF Catalog' dropdown, and a 'Find' button. To the right of the search bar are links for 'Login' and 'Contact Us'. The main content area features a search result for 'An Example of A Teaching on Faith: The Eucharist'. Below the title are options to 'Cite this', 'Email this', 'Add to favorites', and 'Staff view'. There are also tags and an 'Add' button. A navigation menu includes 'More Details', 'Location & Availability', 'User Reviews', and 'Request Item'. The 'Location & Availability' section shows 'University of St. Francis' and 'Location: E-Reserves'. The 'E-Items' section contains the text 'Click here to open document' followed by 'Obtain password from course instructor'. A red arrow points to the 'Click here to open document' link. At the bottom of the page, there is another search bar and navigation links.

6. You will then need to enter the password that the instructor gave you.

The screenshot shows a white dialog box centered on a black background. The dialog box contains the text 'This document is password protected. Please enter a password.' Below the text is a horizontal input field with a blue underline. To the right of the input field is a 'SUBMIT' button.

You will then have the e-reserve you need, as seen below.



If you have any trouble with this, please contact the Library at 800-726-6500, via email at [refdesk@stfrancis.edu](mailto:refdesk@stfrancis.edu), or via the chat on our website.