



## LEONARD S. WASHINGTON MEMORIAL LIBRARY AT SUNO

### **Dear Campus Community,**

The faculty and staff of the Leonard S. Washington Memorial Library at Southern University at New Orleans hope that you are all in good health and that you continue to be so.

We want you to know that even though you are not on campus, we will continue to provide the same level of service you are accustomed to from us.

### **DUE DATES**

We have extended the due date of all library materials to May 8, 2020. You do not have to call us to renew your checked out items. If you receive an overdue notice, please contact Erika Witt, Interim Circulation Librarian, at [ewitt@suno.edu](mailto:ewitt@suno.edu).

### **ACCESS**

Due to safety concerns, physical library services will be available by appointment only. We are keeping our regular hours of operation by being available via chat. The chat widget is found in the right-hand corner of any of the [library's webpages](#). Our open hours are:

Mon 9 am-9 pm

Tues-Thurs 7:30 am-9 pm

Fri 7:30 am-3 pm

Sat 10 am-2 pm

If you attempt to chat after hours, you will be able to send an e-mail. Someone will respond once we "open" the next business day.

Our Reference Librarian is Tariana Smith. She will continue to provide reference assistance and instruction virtually. If you would like to schedule an appointment, please fill out this [form](#). If you have any other questions for her, she can be reached at [tdsmith@suno.edu](mailto:tdsmith@suno.edu). Please be on the look out for the virtual OTN workshop invitation for faculty.





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**Cont.**

### **RESOURCES**

The library has many resources available in electronic format. You may search our catalog [here](#). Off-campus access to [databases](#) is working now. If you have trouble accessing resources off-campus, please contact Laurie Gaillard, Catalog Librarian, at [lgaillard@suno.edu](mailto:lgaillard@suno.edu).

To set up your Grammarly account, fill out this [form](#). The librarians will be available to faculty to support with the transition to online teaching. If you require assistance with that, fill out this [form](#).

We will be using social media to engage and connect. If you don't already, please follow us on [Facebook](#), [Instagram](#), and [Twitter](#) @SUNOLIBRARY.

We will make every effort to assist everyone remotely. Coming to campus is the absolute last resort and will happen by appointment only. If you have any questions concerning this or any other library policy, please direct your questions to Shatiqua Mosby-Wilson, Library Director, at [swilson@suno.edu](mailto:swilson@suno.edu).

Additional information regarding free electronic resources and services will be announced via moodle and our social media platforms.

Please take care of yourselves and each other. Stay safe.

We'll see you online!

*Kind regards,*

### **YOUR SUNO LIBRARIANS**

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