Office of the Secretary of State Robin Carnahan

Missouri State Library
Reference Services
http://www.sos.mo.gov/library/reference/
573-751-3615

What does the Reference Services Division of the State Library do?

- The mission of the Reference Services Division of the State Library is to provide direct library and information service in support of Missouri state government.
- Therefore, we are here to help you!

Information Resources

What information resources can the Missouri State Library offer your Department or Division?

Changing Approaches to Information Delivery

- The Reference Services Division recognizes that state employees are increasingly required to provide public services with fewer resources. This means that few state employees have the luxury of time to come to the library to do necessary research. In response to this situation, we have increasingly changed the delivery of services and information from print to electronic. This means that many of the resources we now offer can be searched online from our web page or provided to the state employee from their desktop.

Items Available Electronically

- New collection of eBooks
- Selected reference books available electronically
- Fulltext journal articles available online
- Newspaper articles
- Print books from around the state can be requested electronically delivered to the state employee's office

Information Resources

- Library Services –
  - **Current Awareness**
  - **Research Assistance**
- Electronic Resources
- Print Resources

Library Service – Current Awareness and Research Services

Current Awareness Tools

- Keeping Up
- Table of Contents
- Info-To-Go

Keeping Up

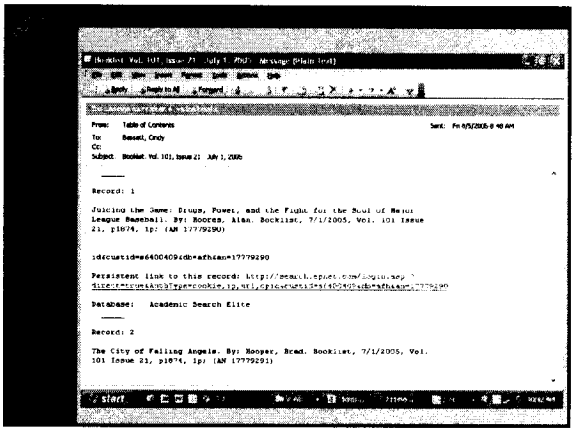
- Missouri newspapers clipped daily and delivered electronically by Reference Services for legislators, elected officials, and state agencies.
- Offers a timely, focused, non-partisan compilation of articles relevant to the interests of Missouri state government.

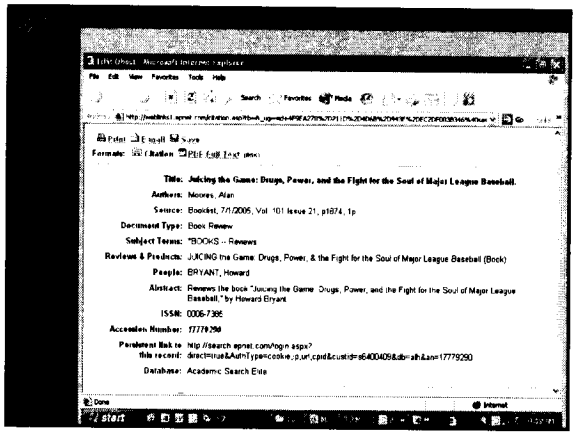
The Back Page

- The very last page of each issue of Keeping Up is dedicated to information about library resources available to state employees.
- Check here to learn about new databases, new books, useful web pages, and key library services.

Table of Contents

- Receive an electronic copy of the table of contents from your trusted journals.
- Choose from a long list of journals that are available online full text.
- You'll receive links to the full text articles at your desktop.
- Subscribe online at http://www.sos.mo.gov/library/reference/subscribe/.

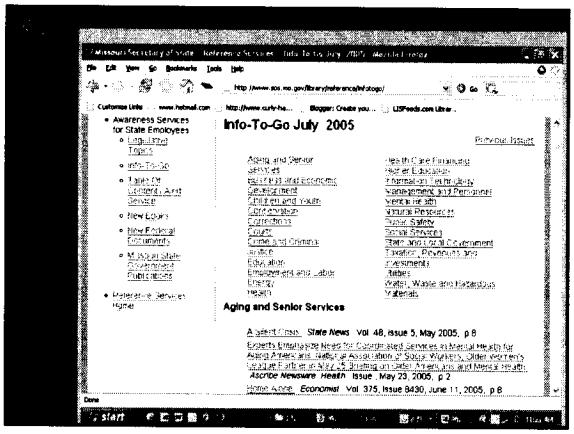




Title: Juicing the Game: Drugs, Power, and the Fight for the Soul of Major League Baseball.
Authors: Moores, Alan
Source: Booklist, 7/1/2005, Vol. 101 Issue 21, p1874, 1p
Document Type: Book Review
Subject Terms: *BOOKS -- Reviews
Reviews & Products: JUICING the Game: Drugs, Power, & the Fight for the Soul of Major League Baseball (Book)
People: BRYANT, Howard
Abstract: Reviews the book "Juicing the Game: Drugs, Power, and the Fight for the Soul of Major League Baseball," by Howard Bryant
ISSN: 0006-7385
Accession Number: 17779290
Database: Academic Search Elite

Info-To-Go

- Monthly current awareness bibliography of journal articles of interest to state employees.
- Available on the web with links to full-text articles.
- Articles are grouped together by topic.
- Topics include aging and the elderly, health, public safety, and much more!
- View past editions and subscribe online at http://www.sos.mo.gov/library/reference/infotogo/.



Info-To-Go July 2005

Aging and Senior Services

Research services

- Research Assistance
- Census Help
- On site training available

Research assistance

- The State Library offers research assistance by phone, email, or in person.
- Phone - 573-751-3615 .
- E-mail - libref@sosmail.state.mo.us

Census Help

- The State Library offers assistance to state employees in using current and historical Census products.
- We can help you find the statistics you are looking for!

On Site Training

- Reference staff is available to come to your office to do on site training of online State Library Resources.
- Training can be an overview of Library services or can be in-depth on a particular topic.

Training Responses

- Since the training program was instituted in Fall 2003, I have trained over 500 state employees on the use of library materials.
- Responses to training:
  - Wonderful- I had no idea these resources were available. (DHSS)
  - Access (to information) is most important – trying to find the information we need when it is in demand. This will help. (DED)

Electronic Resources

Databases

http://www.sos.mo.gov/library/reference/databases.asp

- Missouri State Library subscribes to a number of databases that contain citations for journal articles. Many databases also contain complete full-text articles.
- You can use the databases to find articles on a topic, browse journal contents, or to find a specific article.

BNA- Human Resources Library

- A database specifically designed for Human Resource managers. BNA offers a wealth of information on HR policy, law and regulations for each state.
- Limited access is available – contact Reference Services if you want specific information or think you would be able to utilize a dedicated log-in.

Looking for a specific article?

- Use our E-Journal Finder to see if the library subscribes to a database that includes the article in full text.

The E-Journal Finder can be found at:
http://www.sos.mo.gov/library/reference/journals

Article Linker

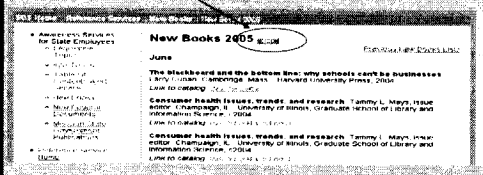
- This service allows users searching one database to find an article in full text in another Reference Services database.
- This functionality will soon be available through the State Library catalog as well.

Coming Soon – Proxy Server

- The Reference Services Division recently purchased software that will make it easier for state employees to access electronic databases, even when not using their computer at work. A proxy server will allow state employees to log in to a database while out in the field or from their homes. We are awaiting receipt of the software and should have it installed soon!

RSS feed for New Books List

Our new RSS feed allows state employees to receive notification whenever new books are added to our list.



Print Resources

Print Collection of MOSL

- The print collection of the Missouri State Library consists of reference and circulating materials on a variety of topics, but focusing most heavily in the social sciences in areas such as management and policy.
- State and Federal Publications

How do I get a library card?

- Fill out the application. An online application is available on our website at http://www.sos.mo.gov/library/reference/catalog/ .
- Submit with copy of state ID.
- We will send your library card to you through Inter-Agency mail.

Online Catalogs

The Missouri State Library has its own online catalog located at http://arthur.missouri.edu/search~S6

Use this catalog to find books or state and federal documents in our library.

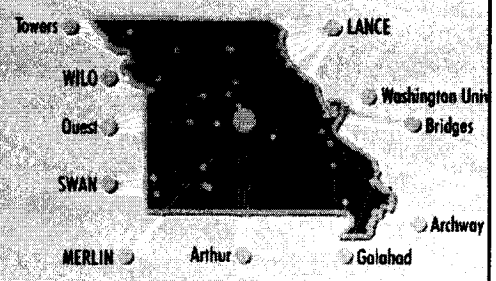
What is Arthur?

- Arthur is a group of 6 mid-Missouri academic libraries who share a common catalog.
- Missouri State Library is a part of Arthur.
- You may request books from other libraries in Arthur. Search for them at http://arthur.missouri.edu/ .

What is MOBIUS?

- MOBIUS is a consortium of over 50 academic, public and special libraries in the state of Missouri.
- Missouri State Library is a member of MOBIUS.
- As a state employee, you may request and check out work-related items from member libraries from all over the state.
- The State Library can send these items right to your desk through Inter-Agency Mail.
- Search the MOBIUS catalog at http://mobius.missouri.edu/search/

MOBIUS Map



Pick Up Anywhere

- State employees have great flexibility about how to receive books requested through Arthur and MOBIUS:
  - Have them delivered to your office (Interagency Mail or Post Office)
  - Pick up at a local MOBIUS Library (MOBIUS requests only)
  - Pick up at Missouri State Library

Recommending a book

- Library users occasionally wish to recommend a book or resource for our collection. If you know of a title that you believe the library should acquire, fill out our online Recommendation form at: http://www.sos.mo.gov/library/reference/recommend.asp
- We're interested in your perspective!

Interlibrary Loan

- If all else fails, we can request a journal or newspaper article for you from another library. You can access this service online at http://www.sos.mo.gov/library/reference/abt_ill.asp .
  Or, you may call us with the citation information (573-751-3615), or email your request to libref@sosmail.state.mo.us .

Topics of Discussion for SHRMC

- Library Survey
- Establishing connections between the library and each agency
  - Membership Directory for SHRMC
  - Naming contact person for agency