Library Services for Online and Outreach Students

Edmund Stanley Library provides the following services to every Friends University student regardless of where they live and regardless of whether they are taking classes on the Wichita campus, at the Lenexa Education Center, at the Topeka Education Center, in outreach locations at various community colleges or other facilities, or online.

- **Reference Service**: Ask us whenever you need help finding any information – in library online databases, in a book, in an article, on the web, or wherever.

  Phone: 800-794-6945, x5880  
  316-295-5880  
  E-mail: askmax@friends.edu

- **Remote Access**: Search the library’s online catalog, FriendLiCat, and the library’s online resources, including databases, 24/7 via the Internet.

**Library Online Resources**

**FriendLiCat, the library’s online catalog**: On the library’s homepage [www.friends.edu/academics/library](http://www.friends.edu/academics/library) click on “Catalog and Databases” on the left. On the next page the search box on the left is the FriendLiCat search box. FriendLiCat allows you to search for books, periodicals (journals, magazines, and newspapers), DVDs/videos, CDs, and other library materials except articles. You may search FriendLiCat by author, title, subject, series, and periodical title. You need to search databases to find articles.

**Databases**: On the library’s homepage [www.friends.edu/academics/library](http://www.friends.edu/academics/library) click on the “Catalog and Databases” link on the left. On the right of the next page in the “Library Info” box click on “Find a Database for Articles.” The databases are listed by subject category as well as alphabetically. Many of these databases provide the full text -- that is, the first word to the last word -- of periodical articles. Access to these databases is available off campus by using your Friends email username and password to log in. You will be prompted for this information the first time you click on a database title.

**Find a Full Text Journal**: This tool tells you which databases include a particular periodical (journal, magazine, or newspaper) title. It also includes holdings information for the periodicals that Edmund Stanley Library owns. To access the “Find a Full Text Journal” tool, go to the library’s home page [www.friends.edu/academics/library](http://www.friends.edu/academics/library) and click on “Catalog and Databases” on the left. On the right of the next page on the “Library Info” box click on “Find a Full Text Journal.”
Problems with online access: Contact the Friends University Help Desk at 316-295-5SOS (5767) [toll free at 800-794-6945 x 5SOS (5767)] or HelpDesk@friends.edu for assistance with your username and password and other problems.

- Interlibrary Loan (ILL) Service:

  When you need an item (book, article, DVD/video, CD, etc.) from Edmund Stanley Library’s collection or from another library, e-mail the complete citation for the item you want to ill@friends.edu or call the library at 800-794-6945 x 5880 and ask for the ILL Department. Edmund Stanley Library will send you the item. You will be responsible for return shipping costs if we mail the item to you. Students in Lenexa and Topeka have the option of requesting delivery via courier and may choose to return the item either via courier or through the mail.

Using Public and Academic Libraries in Your Vicinity

In addition to using the resources and services of the Edmund Stanley Library, online and outreach students have the option of taking advantage of the resources and services of public and academic libraries in their vicinity. Most libraries will let you use materials and online resources in their facilities. Many will issue you a library card if you meet residency requirements. The card will allow you to check out materials and to have remote access to online resources.

Below is information about selected libraries in Topeka, Lenexa (Kansas City Metro Area), Lawrence, and Manhattan. If you are interested in using a library that is not on this list, contact that library directly.

Topeka

State Library of Kansas http://skyways.lib.ks.us/KSL
Capitol Bldg., Room 169-W, 300 SW 10th Ave., Topeka, KS 66612
800-432-3919 (KS only); 785-296-3296

Anyone may use materials and most online databases in the library. There are some online databases that are restricted to use by state government employees.

Anyone who lives or works in Topeka is eligible to receive a library card which will allow them to check out materials. Remote access of online databases restricted to use by state government employees is not available. The Edmund Stanley Library of Friends University provides remote access to the other databases that the State Library of Kansas has for all residents of Kansas.

Topeka and Shawnee County Public Library http://www.tscpl.org
1515 SW 10th Ave., Topeka, KS 66604; 785-580-4400
Any resident of Topeka and/or Shawnee County is eligible to receive a library card. Holding a library card entitles individuals to full use of all the library’s resources and services.

In addition, the Library has a reciprocal borrowing arrangement with member libraries of the Northeast Kansas Library System (NEKLS), so residents of the following counties are eligible to receive a library card: Atchison, Brown, Doniphan, Douglas, Franklin, Jackson, Jefferson, Johnson, Leavenworth, Miami, Nemaha, Osage, and Wyandotte.

Washburn University http://www.washburn.edu/mabee
1700 SW College Ave., Topeka, KS  66621; 785-670-2485

Any Kansas resident 18 years of age or older is eligible for a Washburn University Guest Borrower Card. Guest borrowers may search online databases while in the library but do not have remote access privileges.

Lenexa (Kansas City Metro Area)

Johnson County Library http://www.jocolibrary.org
9875 West 87th St., Overland Park, KS  66212; 913-495-2400

Anyone, regardless of where they live, is eligible to receive a library card. They must apply in person and must provide proof of current address. Holding a library card entitles them to full use of all the library’s resources and services.

Johnson County Community College, Billington Library http://library.jccc.net
12345 College Blvd., Overland Park, KS  66210; 913-469-3871

Any Johnson County resident may come into the Library to get a county resident card which will allow them to check out materials. They may also use online databases within the library but are not eligible for remote access.

Any person who is not a Johnson County resident is welcome to use materials and online databases within the library. They are not eligible for checkout or remote access privileges for online databases.

Lawrence

University of Kansas http://www.ku.edu/libraries
KU Libraries, Lawrence, KS  66045; 785-864-8983

Kansas residents and students who provide proof of current enrollment at Kansas academic institutions are eligible for a KU Library Borrower Card which entitles them to check out materials. The annual fee is $20.00.
Any person in a KU library with public workstations (i.e., a limited number of computers that are not password protected) may use online databases. Remote access of online databases is not available to individuals who are not affiliated with KU.

**Manhattan**

**Kansas State University**  
http://www.lib.ksu.edu  
K-State Libraries, 137 Mid-Campus Dr., Manhattan, KS 66506; 785-532-3014

Any Kansas resident is eligible for a Non-K-State University Patron Library Card. The annual fee is $10.00 with verification of Kansas residence. The card allows the holder to check out materials.

Any person in a library on the K-State campus may use online databases since the K-State libraries do not password protect their computers. Remote access of online databases is not available to individuals who are not affiliated with K-State.