

BOWLING GREEN TECHNICAL COLLEGE (BGTC)

Main Campus Library

1845 Loop Drive, Building C, Room 28
Bowling Green, KY 42101
901-1026

Library Hours:

Monday & Tuesday: 8 am—7:30 pm
Wednesday & Thursday: 8 am—5:30 pm
Friday: 8 am—4 pm

BGTC Glasgow Campus Learning Resource Center

129 State Avenue, Building 3, Ground Floor
Glasgow, KY 42141

Non-circulating collection.

Open during regular campus hours.

BGTC Transpark Center

Resource Center/Computer Lab
221 Commonwealth Blvd., Room 102
901-1225

Non-circulating collection.

Open during regular campus hours.

Holiday and interim hours may vary.

WESTERN KENTUCKY UNIVERSITY LIBRARIES

Helm-Cravens Library

1906 College Heights Blvd. #11067
Bowling Green, KY 42101-1067
Circulation Desk: 745-3951
Reference Desk: 745-6125

Reference Desk Hours:

Monday-Thursday: 8 am—9 pm
Friday: 8 am—Midnight
Saturday: Noon—Midnight
Sunday: 1 pm—10 pm

Glasgow Regional Center Library

500 Hilltopper Way
Glasgow, KY 42141
659-6911

Non-circulating collection.

Courier service to WKU Libraries.

Library Hours:

Monday-Thursday: 9 am—7 pm
Friday: 9 am—1 pm
Saturday: 8 am—12 pm

WKU Library is a 'Partner Library' with BGTC.

BLACKBOARD HELP AND SUPPORT

Contact the Help Desk if you have any questions or problems with how to use Blackboard (Bb) or your email. Contact the numbers listed below for assistance during times when the library is not open.

KCTCS 24/7 Help Desk

Toll Free: 1-866-590-9238

<http://d2.parature.com/ics/support/default.asp?deptID=8008>

Connect with a Bb support representative through Live Chat, submitting a Ticket or by calling the toll free number.



KYVC Call Center / Help Desk

Toll Free: 1-877-740-4357

Monday—Thursday

8 am— 6 pm

Friday 8 am—4:30 pm

(Eastern Standard Time)

https://help.kyvu.org/cgi-bin/kyvu.cfg/php/enduser/std_alp.php

KYVC Call Center answers students questions about courses and minor Peoplesoft issues.

REGIONAL PUBLIC LIBRARIES

- Allen County Public Library
237-3861
- Bowling Green Public Library (Warren)
1225 State Street
Bowling Green, KY 42101
www.bgpl.org
781-4882
BGPL is a 'Partner Library' with BGTC.
- Edmonson County Library
597-2146
- Goodnight Memorial Library (Simpson)
586-8395
- Logan County Public Library
726-6129
- Mary Wood Weldon Memorial Public Library (Barren)
651-2824

All Area Codes are (270) unless otherwise stated.

Bowling Green Technical College Library



STUDENT GUIDE

HELP DESK

270-901-1026

FAX

270-901-1137

EMAIL

bg-libraryinfo@kctcs.edu

WEB SITE

www.bowlinggreen.kctcs.edu/lrc

One Stop Information Resource!

LIBRARY CATALOGS

- **KCTCS Catalog**
<http://opac.kctcs.edu>
(Limit search to Bowling Green TC)
Includes all *Credoreference* and NetLibrary titles.
- **WKU Catalog (TOPCAT 2000)**
<http://topcat2000.wku.edu>

CIRCULATION SERVICES

LIBRARY CARDS

Library cards are FREE to BGTC students. Bring photo id. to the Help Desk to register for a card.

LOAN POLICY

All materials circulate with the exception of reference items and periodicals.

- Books: 14 days
- Sound Recordings: 14 days
- DVDs/Videos: 5 days
- Reserve Materials: 2 hrs / 1 or 7 days
Reserve period set by instructor.

RENEWAL POLICY

Items may be renewed one time if a hold has not been placed on it.

LIBRARY FINES

There is a lost book charge of \$50 (processing fee) + the cost of the book.

LIBRARY SERVICES

BLACKBOARD & EMAIL ASSISTANCE

Library staff can assist with email questions and password resets.

COMPUTERS

18 computers are available for student use with Internet and MS Office products.

DATABASES

Databases provide peer-reviewed and full-text articles from journals, magazines, newspapers, reference materials and multimedia sources.

- **CREDOreference**
(Available Off Campus)
⇒ Atlases, Biographies, Dictionaries and Encyclopedias
- **INFOTRAC**
(Available Off Campus)
⇒ Academic OneFile
⇒ Expanded Academic ASAP
⇒ Health Reference Center Academic
⇒ Health & Wellness Resource Center
⇒ Opposing Viewpoints Resource Center
- **Kentucky Virtual Library (KYVL)**
(Available Off Campus)
www.kyvl.org
⇒ EBSCOhost
⇒ Grolier Encyclopedias
⇒ Literary Reference Center
⇒ Proquest
⇒ HW Wilson Biographies
- **NetLibrary** (Electronic Books)
(Available Off Campus-Must create a *free* account on campus first.)
www.netlibrary.com

PERIODICALS

The library subscribes to a number of journals and magazines as well as the newspapers: *Bowling Green Daily News* & *USA Today*.

REFERENCE BOOKS

General and subject specific encyclopedias, dictionaries, atlases and almanacs are located in this non-circulating collection. See library staff to have an article photocopied.

REQUEST LIBRARY MATERIALS

- **BGTC Library Materials Request Form**

Students can request books, periodicals, audiovisual items for purchase/subscription consideration. Form is available on the web and at the Help Desk.

- **WKU Library Request Form**

Students can request books from WKU libraries. Books can be picked up and dropped off at the Help Desk. Please ask library staff for assistance. [Form](#) is available on the web and at the Help Desk.

Note: BGTC students can borrow books from WKU Libraries using a BGTC Library Card.

- **Interlibrary Loan Service**

All other interlibrary loan service is provided by the Bowling Public Library. You must have a BGPL Library Card to use this service.

STUDY ROOM

A study room is provided for students to work individually or in groups. The room is equipped with 4 computers, an instructional computer, projector and screen.

RESOURCE GUIDES

Resource guides are available in the library, resource centers and on the library's web site for various programs and courses.

