Fortier Library
Faculty Services

**Library Mission:** The mission of the White Mountains Community College library is to support the College’s mission by ensuring high quality services and access to library resources for all users. To promote information literacy and lifelong learning, the library provides an environment conducive to learning, research, and study as well as providing instruction to students, faculty, and staff.

**Library Website:** All of the library’s resources are linked from the website at: [http://www.wmcc.edu/student-services/fortier-library](http://www.wmcc.edu/student-services/fortier-library)

**Off-Campus Access:** To access many of the library’s resources from off-campus – simply click on a database listed on the library’s Databases page and when prompted, enter your college EasyLogin name as your username and your EasyLogin password as your password.

**Borrowing Materials:** Faculty may borrow books and other materials from the library, and use the interlibrary loan service. Books, audiobooks, and magazines check out for 3 weeks at a time. DVDs and VHS tapes check out for 3 days. Materials may be renewed unless there are holds on them.

**Interlibrary Loan:** Interlibrary loan provides access to resources not available in the Fortier Library. Books, articles, and media can be borrowed from other libraries in New Hampshire and North America. It can take from a few days up to 2 weeks to get materials, so plan ahead. To request an item through interlibrary loan, call, email, or stop by with the item information.

**Course Reserves:** The reserve stacks behind the circulation desk contain books, articles, and movies faculty have set aside for student use in their classes. If you would like to place library or personal materials on reserve, please bring the item to the circulation desk and speak with a staff member. Textbooks and required course materials are not generally purchased by the library and not automatically put on reserve. If you want a course text available to your students, you must place the item on reserve. Faculty members are responsible for compliance with copyright laws. Options for loan periods include in-library use, overnight use, or longer at Faculty discretion.

**Library Instruction:** Librarians are available to teach library skills on a one-to-one basis, or to classes, by appointment. An instruction session ensures that you know what electronic databases the library has to offer, as well as how to use them most efficiently for research. Sessions can be customized to the needs of your particular class. Please schedule at least one week in advance to allow for adequate preparation time.
**Reference Assistance:** Library staff are available to assist you with your questions. Drop in or set up an appointment for more in depth assistance. You can call or email library staff at any time as well.

**Study Areas and Conference Rooms:** The Fortier Library has three separate rooms set aside for private tutoring, group study, meetings, or conferences. There is also a computer room with 8 computers that can be reserved. They are available on a sign-up basis.

**A/V Equipment:** The library has a variety of audio/visual equipment that can be reserved including projectors, camcorders, slide projectors, tape and cd players. Please reserve equipment early to ensure availability.

**Problems? Questions?**

Please feel free to ask questions. We are here to help! Either stop by the library or use our contact information below:

Meagan Carr, Director of Learning Resources  
Email: mcarr@ccsnh.edu  
Phone: 603-342-3086

Denise Bergeron, Library Technician:  
Email: dbergeron@ccsnh.edu  
Phone: 603-342-3087

Email address for the library itself: wmcclibrary@ccsnh.edu  
Phone for the library: 603-342-3086 603-342-3087  
Fax: 603-752-6335 “Attention library”