

For Staff Use Only

Date: _____

Time: _____

Staff Initials: _____



Course Reserve Request Form

Please email or send your form to one of the following:

Mullins Library Reserves
479-575-5312
Mullins Library 222A
reserves@uark.edu

Chemistry and Biochemistry Library
479-575-2557
Chemistry Building Room 225
chemres@uark.edu

Fine Arts Library
479-575-4708
Fine Arts Building Room 104
falib@uark.edu

Multimedia Library
479-575-5517
Mullins Library 222A
libmulti@uark.edu

Physics Library
479-575-2505
Physics Building Room 221
physlib@uark.edu

Part I: Your Course Info

Faculty / Instructor Name: _____ Today's Date: _____

Email: _____ Department: _____

Campus Address: _____ Phone: _____

Do you already have a Blackboard class? Yes No

Additional Instructors: _____

Course name and number (ex. CIED 6113 – sec 901 – 10905): _____

Course Semester: Fall Spring Summer I Summer II Other_

WARNING CONCERNING COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17, U.S. Code) governs the making of photo-copies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photo-copy or reproduction. One of these specified conditions is that the photo-copy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use", that user may be liable for copyright infringement. This institution reserves the right to refuse to accept requests if, in its judgment, fulfillment of the request would involve violation of copyright law.

STATEMENT OF COPYRIGHT COMPLIANCE

I have read and am familiar with the [Copyright Revision Act of 1976](#). By checking this box I accept full responsibility in complying with the provision of the Copyright Revision Act of 1976.

Part II: Print/Physical Items

Place the following on reserve at:

- Mullins Library Main Desk
- Chemistry and Biochemistry Library
- Fine Arts Library
- Multimedia Desk
- Physics Library

Loan period:

- 2-hour in library only
- 2-hour overnight
- 4-hour (Multimedia Desk only)
- 1 day
- 2 days
- 7 days

More to send? Just add a list to your email.

Item 1

Format: Book Bound Journal Volume CD/DVD/VHS (Performing Arts and Media Only)

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

This edition or translation only? yes no

If not in library, do you have a personal copy you would like to place on reserve? yes no

Item 2

Format: Book Bound Journal Volume CD/DVD/VHS (Performing Arts and Media Only)

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

This edition or translation only? yes no

If not in library, do you have a personal copy you would like to place on reserve? yes no

Item 3

Format: Book Bound Journal Volume CD/DVD/VHS (Performing Arts and Media Only)

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

This edition or translation only? yes no

If not in library, do you have a personal copy you would like to place on reserve? yes no

Item 4

Format: Book Bound Journal Volume CD/DVD/VHS (Performing Arts and Media Only)

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

This edition or translation only? yes no

If not in library, do you have a personal copy you would like to place on reserve? yes no

Item 5

Format: Book Bound Journal Volume CD/DVD/VHS (Performing Arts and Media Only)

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

This edition or translation only? yes no

If not in library, do you have a personal copy you would like to place on reserve? yes no

Part III: Electronic Items

More to send? Just add a list to your email.

Item 1

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

Item 2

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

Item 3

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

Item 4

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

Item 5

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)

Item 6

Format: Article Book Chapter eBook Audio / Video

Citation:

(please provide as much information as you have; you may copy and paste from your syllabus)