



## **SERVICES**

### **REFERENCE AND RESEARCH**

In order to assist users in their research, Reference staff is available from 10 a.m. to 5 p.m., Monday through Friday, to answer reference queries in person at the Main Library's Reference Desk, or by telephone at 992-6150. Reference and research service is also available in the Legal Library in person (by appointment for non departmental users) on the 7th floor of Tower C, or by telephone at 992-4383, from 10 a.m. to 5 p.m., Monday to Friday.

### **ONLINE BIBLIOGRAPHIC SEARCHING**

In addition to the Library's public-access catalogue and periodical indexes, library staff have access to hundreds of automated databases in both the public and private sectors, and can conduct bibliographic searches, online or through CD-ROM for members of the department. Canadian and foreign newspaper articles, journal articles, company information, statistics, legislation and case law can all be retrieved through the many databases available to our staff.

The Library also maintains two databases. The Press Releases and Speeches database is a compilation of the department's News Releases and Statements and Speeches series, and provides broad subject access to these various papers. The International Trade Data Bank, which is available to all users, is a cost recoverable service providing annual data on imports and exports of 66 major trading countries, as well as aggregate data for the European Community (EC) and the Organisation for Economic Co-operation and Development (OECD).

### **PERIODICAL ROUTING**

Copies of subject-oriented periodicals can be routed to divisions in the department responsible for related areas or subjects, through the Library's Documents and Serials Processing division. It should be noted, however, that some periodicals are available only for consultation within the Library and therefore cannot be routed. Lists of periodicals subscribed to by the Library are available at the Reference Desk. Requests for routing should be directed to the Serials Clerk (996-4329).