

How to obtain access for a preceptor to the School of Medicine and Health Sciences Library

1. Have preceptor go to the SMHS library website. On the right hand column select **“services”**, and then the drop down menu for **“Apply for a library Account”**.

und.edu/library/services.html

Video Conferencing...

School of Medicine & Health Sciences

ABOUT ADMISSIONS ACADEMICS RESEARCH SERVICE

Library Resources / Library Services

SMHS LIBRARY

- Ask a Librarian
- Clinical Campus Libraries
- Research by Subject
- Request an Item (ILL)
- Services
- UND Scholarly Commons
- FAQs
- About Us

SMHS Library Resources
P: 701.777.3993
medlibrary@UND.edu

Library Services

- Apply for a Library Account
- Interlibrary Loan (ILL)
- Course Reserves

Professional Collaborations

- Instruction
- Literature Searches
- Institutional Repository (IRs)

2. Complete the application with Name, email, and affiliation. (I have been selecting other for affiliation as CNPD wasn't a choice on the drop down menu). Click **Submit**.

The screenshot shows a web form titled "Apply for a Library Account" with a green header. Below the header is a section titled "Who can apply?" followed by a bulleted list of eligible groups. Underneath is a sub-section "Applications subject to approval" with three input fields: "Name (first and last)", "Email", and "Your affiliation". The "Your affiliation" field is a dropdown menu currently showing "Please Select" with a green checkmark. At the bottom of the form are two buttons: "SUBMIT" and "CLEAR". Two blue arrows are overlaid on the image: one points to the "Name" field and the other points to the "SUBMIT" button.

Apply for a Library Account

Who can apply?

- UND School of Medicine & Health Sciences clinical/community faculty including fieldwork educators or clinical educators for Med Ed, O.T., P.T., P.A., or M.L.S. programs
- College of Nursing & Professional Disciplines adjunct faculty
- Human Nutrition Research Center staff and researchers
- UND School of Medicine & Health Sciences residents and fellows
- Altru residents
- INBRE researchers

Applications subject to approval

Name (first and last)*

Email*

Your affiliation*

Please Select

SUBMIT

CLEAR

3. **Email Annie Nickum:** annie.nickum@und.edu and provide her the name of the person you are requesting for approval. I also let her know that the person was a preceptor for a CNPD APRN student. She approves all the requests for access to the SMHS library.
4. It takes about 1-2 days and then a UND email is sent out to the person with their log in information for the SMHS library. I have told people to watch their email for an email from "UND". The email won't necessarily come from Annie Nickum....but Annie said the email will be from "UND".