

CIAT - Library Services

- **CIAT Library Catalog** contains over 100,000 records http://ciat.catalog.cgiar.org/ciat_catalog.htm, including over 10,000 documents produced by CIAT staff over the past 35 years http://ciat.catalog.cgiar.org/ciat_bibliography.html.
- **Electronic journals:** CIAT's Library subscribes to over 100 commercial journals (available off-campus via VPN-Virtual Private Network - see notes below), and provides easy and free access to about 300 open access journals via www.ciat.cgiar.org/biblioteca/electronic_journals.htm (yellow bar means restricted to CIAT staff on and off-campus; green bar means open access for any user). You might want to use the listing organized by subjects www.ciat.cgiar.org/biblioteca/subjects_journals.htm.
- **CAB Direct** (CAB ABSTRACTS 1973-present): www.cabdirect.org (available off-campus via VPN).
- **Tables-of-Contents:** Many journals provide tables-of-content alerts by e-mail, each time a new issue is published. Visit their respective web site and sign up. There are similar services available either freely or at a cost (see www.ciat.cgiar.org/biblioteca/links.htm#Journal).
- **Document Delivery Services:** Documents not readily available in CIAT's Library can often be supplied electronically in 24 hours. Only a few providers might take longer. You might want to use our document delivery form for your request: www.ciat.cgiar.org/biblioteca/photocopies.htm or send us an e-mail.
- **Book acquisition:** Quick orders via networks, libraries, and international suppliers (send us an e-mail with the necessary details).
- **Specialized bibliographic searches and/or comprehensive bibliographies:** On request by scientific staff, and in support of research projects: www.ciat.cgiar.org/biblioteca/searches.htm
- **Book loans:** Only for CIAT ID card owners for one month: www.ciat.cgiar.org/biblioteca/loans.htm
- **Personal bibliographic databases:** Headquarters staff can access ENDNOTE on CIAT's server to manage personal bibliographic databases; support is provided by Library staff, if needed.
- **Advise and training in scientific information management:** Offered to CIAT staff, and professionals from other institutions that collaborate with CIAT.
- **In-book cataloging:** Provision of correct citation and standardized keywords, before books/reports are sent to the printer.

NOTES:

- Although libraries make best efforts to fulfill their clients' needs, no library has the resources to respond to all. However, there is a growing number of repositories and search services that complement the expensive commercial services (OALster <http://oaister.umdl.umich.edu/o/oaister>; REPEC <http://repec.org>; GOOGLE SCHOLAR <http://scholar.google.com>; Social Science Information Gateway www.sosig.ac.uk; Faculty of 1000: www.facultyof1000.com/browse; InfoFinder (full-texts and web pages of CGIAR and FAO) <http://infofinder.cgiar.org>; etc.). Additional services are accessible via www.ciat.cgiar.org/biblioteca/index.htm.
- For headquarters and AGRONATURA staff the Library is offering mini-workshops on how to access electronic information resources, every Wednesday 8-9 am.
- Outposted staff should contact CIAT's Systems Unit (Carlos Meneses, cgmeneses@cgiar.org) to have their computer configured for VPN (Virtual Private Network) access.
- Remember to send print and electronic copies of all your articles in scientific and technical journals, books, book chapters, papers published in proceedings; working documents; and, annual reports to the Library (see CIAT's staff policy # 1.08 page # 5 http://ciat-library.cgiar.org/edith_hesse_documents/1.08%20policy.doc; see also 2005 publications list at www.ciat.cgiar.org/biblioteca/articles2005.htm).
- When publishing in commercial journals please send us the "postprint" or "corrected proof" (this is the final draft that has been reviewed and accepted for publication; it is not the publisher's final version on the web). Based on recent changes in copyright regulations most journals are now giving green light to put these postprints on institutional and personal web sites (before doing so, please check <http://romeo.eprints.org> or consult with library staff).
- CIAT staff members are encouraged to promote with their national partners AGORA (www.aginternetwork.info) and HINARI (www.who.int/hinari), which provide free access to over 800 and 3000 scientific journals respectively, for staff in national and academic research institutions in lowest-income countries.

For questions and/or help, please contact: ciat-library@cgiar.org, ext. 3042, or skype: ehese.

Dr. Edith Hesse, Head, Corporate Communications and Capacity Strengthening (CCC)