Research Consultation Form

The Reference Department offers a consultation service open to Delta State University faculty, staff, or students who need assistance identifying and using print and electronic resources available in Roberts-LaForge Library. **This service is designed for those with in-depth questions who would like to talk one-on-one with a reference librarian.**

Use this sign up form to schedule an appointment with a reference librarian. Appointment times are available from 8am – 9pm, Monday – Thursday; 8am – 3pm, Friday; 10am – 4pm, Saturday; and 2pm – 9pm, Sunday.

**Appointments must be made at least 24 hours in advance.**

*Required information

*Name: _______________________________

*Email: _______________________________

*Phone: _______________________________

Status: ☐ Student ☐ Faculty/Staff

Best times to meet (please give two choices – for example Tuesday at 10:00 or Thursday at 2:00)

Appointment time 1st Choice: ____________________________

Appointment time 2nd Choice: ____________________________

If you wish to schedule a consultation with a specific librarian, please check the appropriate box:

☐ Ann Ashmore (Reference/Instructional Services)
☐ Cindy Beardsley (Reference/Instructional Services)
☐ Michael Mounce (Reference/Instructional Services)
☐ David Salinero (Government Documents/Reference/Instructional Services)

What class is the consultation for? _______________________

Please describe your topic or project in detail, please be as specific as possible.

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Please fill out this form as completely as possible and return it to the Reference Desk. A librarian will contact you to set up your appointment.

Keep in mind a reference librarian will be available 7:30am - 10pm, Monday –Thursday; 7:30am – 4pm Friday; 10am – 5pm, Saturday; and 2pm – 10pm Sunday for consultation. The purpose of scheduling a one-on-one appointment allows for a more in-depth interaction with a reference librarian.