

# *Reserving a Resource from the Graduate Library*

Reviewing final projects produced by former students can be a great way to decipher how to best format your own work or go about pursuing your investigative objective. Locating past projects to flip through requires a few steps:

1. To access the full list of student works housed in the graduate library, please contact your provisional advisor or supervisor. Your provisional advisor or supervisor will have access to the complete list of graduate projects available on Portal, our internal file saving system.
2. Once you have determined a project or projects you would like to read, please send an e-mail to [gradlibrary@nursing.ubc.ca](mailto:gradlibrary@nursing.ubc.ca) with the following information:
  - a. The listing information (author, year and project type) of your selected works
  - b. Your full name, e-mail address, and telephone number
  - c. You will receive an e-mail with the electronic copy of the work attached. Paper originals of the works are not available for loan except in cases where there is no electronic copy.
3. If you would like to view a PhD dissertation or MSN Thesis project, please note that those projects are all publically accessible on UBC's [cIRcle](#) database.

If you have any questions or if you encounter any problems using the Graduate Library Management tool, please don't hesitate to contact [gradlibrary@nursing.ubc.ca](mailto:gradlibrary@nursing.ubc.ca) or the Student Support Office [student.services@nursing.ubc.ca](mailto:student.services@nursing.ubc.ca).