# REQUESTING FOR DIGITAL MRF COPIES

RFK LIBRARY LIBGUIDES

### WHAT IS AN MRF?

- MRF stands for Micronesian Resource File
- It is a special collection of stapled sheets
  stored in vertical file cabinets
- These files mostly contain information on Guam and Micronesia
- MRF files can be searched online through OneSearch and our OCEAN catalog



O. C. E.A. N. Catalog

Item Information	Catalog Record		
Title	Land snails of Dano' (Cocos Island), Mariana Islands		
Author	Kerr, Alexander M.		
Pages:	Pages 263-270 ,		
Item info:	1 copy available at University of Guam - RFK Memorial Library.		
	Holdings	;	
University of Guam - MRF 2987	- RFK Memorial Library	Copies 1	<b>Material</b> Micronesian Resource File

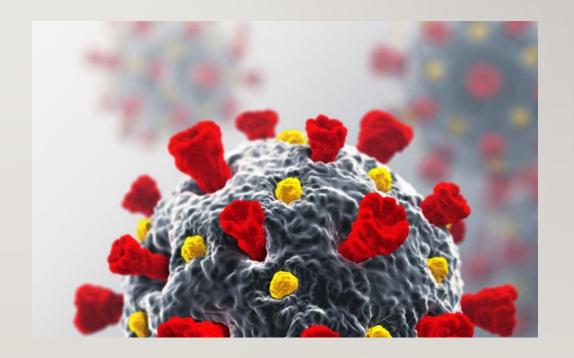
### ACCESSING MRF FILES WHILE AT THE LIBRARY



- In normal situations, it is very simple
- Note down the call number and take it to the Service Desk
- The technician will retrieve the file for you
- The print version of the MRF file is only available within the library for 2 hours

# WHEN TO REQUEST FOR DIGITAL MRF COPIES

 Digital copies can be requested in emergency situations in which the RFK Library has to remain closed to patrons (eg. virus outbreak)



## HOW TO REQUEST FOR DIGITAL MRF COPIES

- Please send your request to the following email: <u>uogcirc@triton.uog.edu</u>
- Or you can contact the Service desk @ (671) 735 2311
- Please include the following information:
  - Call number
  - Author
  - Title of document
- Copies will be sent to you via email

