

Saint James School of Medicine

{ Prepared by Librarian: Oscar Andrade }

How to get Desk Copies and/or Instructor Materials

What are Desk Copies?

Desk copies are copies of textbooks which are provided by the book publishers, at no cost to the Faculty. The intent is to generate sales by having the school adopt the textbook for use in the courses. Each publisher has a sales representative that is assigned to our school or is assigned to the geographic area of the school. The Sales representative is the person that is able to approve the request for a desk copy.

How to make a request.

Using the website information detailed below, you can request desk copies on your own. If you have any difficulties, you can contact the web librarian (oscar@mail.sjism.org). Usually this involves creating an account on the publisher's website and then making an electronic request. You will be asked to supply additional information such as the class size and/or the sales representative information.

Some considerations

1. Since the desk copy is a marketing strategy, most publishers may only send a copy of a textbook that is already being used but if you are thinking about changing the textbook for another one that has better features then you can make that clear and they might send you a copy. Normally you will request a desk copy for a book that potentially could be used in your course and because of that, they may ask for your course enrollment and decision date.
2. Some publishers are able to ship directly to the Caribbean; in that case you should use the shipping address of the school. If they are not able to ship to the school, it is always possible to use the address of the office in Park Ridge and we can forward the book from our main office.
3. According to our policy, desk copies are the property of the school, therefore these books need to be turned in to the library, at the end of the semester.
4. Some textbooks come with Instructors Materials, for example PowerPoint slides and/or exams. You can get these materials in a similar way to the textbooks. Some books do not come with any Instructor materials, so if this is important to you, you should think about this criteria when selecting a textbook. To find out if your book has Instructors materials, you can check the following websites or you may contact the web librarian (oscar@mail.sjism.org).

5. Some books come with a code which provides online access to some extra information. You should quickly sign up for the access and you should provide our office with the access information, in case you leave our school or switch to another course, we can then pass this along to the next instructor.

Textbook website & Publisher information

Publishers: **Elsevier, Mosby or Saunders** {Mosby and Saunders are part of Elsevier}
<https://evolve.elsevier.com/>

How to access test banks, PowerPoint slides, instructor's manuals, etc.:
Elsevier has a website where faculty can register to get desk copies of textbooks:

<http://mededconnect.com>

Selected Textbook Titles we are currently using from Elsevier, Mosby or Saunders :

Epidemiology: with STUDENT CONSULT Online Access
Medical Biochemistry
The Developing Human: Clinically Oriented Embryology With STUDENT CONSULT Online Access
Textbook of Medical Physiology: With STUDENT CONSULT Online Access (Textbook of Medical Physiology)
Thompson & Thompson Genetics in Medicine: With STUDENT CONSULT Online Access
Textbook of Physical Diagnosis: History and Examination With STUDENT CONSULT Online
Robbins and Cotran Pathologic Basis of Disease

Publisher: Mc Graw Hill – (Note titles from McGraw Hill do not usually come with teaching materials)
McGraw Hill medical textbooks – Lange

Despite not having teaching material, Mc Graw Hill is very good on sending desk copies, if you need to see any of their titles, just email me (oscar@mail.sjsm.org)
They are also the publisher of Accessmedicine.

<http://www.langetextbooks.com/>

McGraw Hill – Medical
<http://www.mhprofessional.com/templates/116-medical.php>

Textbook Titles:
Basic Histology: Text & Atlas (Basic Histology)
Clinical Ethics: A Practical Approach to Ethical Decisions in Clinical Medicine
Review of Medical Microbiology and Immunology (Lange Basic Science)

Publisher: LWW

Instructors website for LWW (Lippincott Williams & Wilkins, Wolters Kluwer)

You will need to register, contact us for help on this.

Note: Instructors materials are available for most of these titles.

<http://thepoint.lww.com/faculty>

Textbook Titles:

Clinically Oriented Anatomy: North American Edition

Clinical Neuroanatomy

Lippincott's Illustrated Reviews: Pharmacology (Lippincott's Illustrated Reviews Series)

Bates' Guide to Physical Examination And History Taking

Kaplan and Sadock's Synopsis of Psychiatry: Behavioral Sciences/clinical Psychiatry