A Librarian’s Guide to NCBI Resources – 2016

Information in yellow highlighting was added after the initial message was sent out.

Dates: Monday, March 7 through Friday, March 11, 2016
Time: 9 AM to 5 PM each day, including the last day, March 11
Location: Room 134, Building 60, NIH Main Campus, Bethesda MD
Building 60 = Lasker Center for Health Research and Education, aka ‘The Cloisters’ or ‘The Convent’

We're looking forward to your participation in "A Librarian's Guide to NCBI" to be held at Mary Woodard Lasker Center for Health Research and Education (Building 60, http://1.usa.gov/1Rr0Kbg, room 134) on the NIH campus, March 7 through 11, 2016.

Please review the course details and information on visiting NIH provided below. This is a long document. Please review all of it. This information will also be posted on the Moodle forum and in the course FTP directory.

You may want to bookmark the directory path now (ftp://ftp.ncbi.nlm.nih.gov/pub/education/librarian_guide/2016/) because you will need it during the course.

Here are the main topics in this message:
- Laptop Computer Requirement
- Arrival time, Course Hours, and Computer Set-up
- Meals
- Course materials
- Security and visiting NIH
- Lodging
- Getting to the course site, Building 60, Room 134

Laptop Computer Requirement

You will need your own laptop to participate fully in the course. The laptop must have a wireless card and have a standard Web browser (Firefox, Internet Explorer, Chrome) installed. We will be using the NIH guest wireless network for Internet access.

NCBI software (Cn3D) will be installed on your laptop during the course. If you are using an institutional laptop, you may want to have someone from your IT department install Cn3D ahead of time. Please install the previous version of Cn3D, version 4.3, available for Windows on (http://www.ncbi.nlm.nih.gov/Structure/CN3D/cn3dwin.shtml) and for Macintosh on (http://www.ncbi.nlm.nih.gov/Structure/CN3D/cn3dmac.shtml).

If you can’t provide a laptop please write to me, and we can arrange for you to borrow one.
Arrival time, Course Hours and Computer Set-up
If possible please arrive at the course location before 8:30 AM on Monday, March 7. This will allow time to troubleshoot any problems accessing the Internet from your laptop. The course will run from 9 AM to 5 PM each day, including the last day, March 11. A more detailed course schedule will be available soon at http://www.ncbi.nlm.nih.gov/education/librarian/ or the Course Materials FTP directory.

Course materials
Updated course materials will be available from the NCBI ftp site a few days before the course:
   http://1.usa.gov/1KQOhP2

Meals
Meals are not provided. For lunch, the closest cafeteria is in the Clinical Center. We are considering offering the option of ordering lunch and having it delivered. We will have to collect money for this during the course if you are interested in ordering in. We may also offer the option to go out to dinner as a group one night during the week.

Security and visiting NIH
All visitors to the NIH campus must come through security at the Gateway Center. You will need to come in this way each day. The Gateway Center (http://1.usa.gov/1R7UH91) is adjacent to the Medical Center Metro Station at the South Drive entrance to campus off Rockville Pike/Wisconsin Avenue (Route 355). If driving, you enter the Gateway Center garage and inspection lanes from Rockville Pike, and not from South Drive. You will need to present government issued identification and submit to vehicle (if you drive) and personal security screening before entering campus. If you are staying in Bethesda or other nearby locations, you will probably want to take the Metro to NIH (Red Line, Medical Center Station). Visitor parking is available at the Gateway Center and at a few other sites on campus. You will need to pay for parking at the Gateway Center or on the NIH campus. More information on visiting the NIH campus is available on this page: http://www.nih.gov/about/visitor/

Lodging
Several area hotels are listed on the following page. Scroll down to the 'Hotels' section.
   http://nnlm.gov/ntcc/classes/Bethesda.html

We have a group rate of $149 per night at the American Inn of Bethesda (8130 Wisconsin Avenue, Bethesda, MD 20814). This hotel is approximately 1.5 miles from the NIH campus to Building 60. If you'd like to use the group rate, use the Group Code 160306LIBR when you make your reservations online (http://www.american-inn.com/) or by phone. This is a pretty good deal for the area where hotel rooms are often $200 +.

Getting to the course site, Building 60, Room 139
The course will be held in the Lasker Center for Health Research and Education (Building 60), room 134. Allow at least 30 minutes to reach Building 60 from the Medical Center Metro station. This provides time to get through security and to walk or take a campus shuttle.

Walking directions - A map with the following route marked is available (http://1.usa.gov/1LjskYM).
From within the NIH Gateway Center, follow the sign ‘To Shuttle Buses’. Follow the sidewalk along the Shuttle bus shelters to meet South Drive. You will turn left and follow South Drive into Campus. You'll be making your way towards the NIH Clinical Center (Building 10), an enormous multipart brick complex that dominates the center of campus. Your destination is on the far side of the Clinical Center at the northwest corner of campus. Follow South Drive and cross Center Drive. You will pass the rather prominent Building 50 on your left. You'll reach the intersection of Service Rd & South Drive that is the beginning of the Clinical Center driveway. Continue straight through this intersection on a sidewalk, a parking lot is on your immediate left. Cross South Drive again and bear right on a sidewalk to pass along the north corner of building 49 (Building 49 will be on your left) and rejoin the continuation of South Drive (South Drive is two separate roads in this part of campus.) When you reach the intersection of Convent Drive and South Drive you will see the brick wall (set back from the intersection) enclosure of Building 60 on the hill in front of you and to your right. You will not be able to enter the building from this side though. You'll need to turn right and follow Convent Drive up the hill. At the end of the parking lot on the left hand side, turn left and walk around to the front entrance of the Lasker Center (Building 60).

**Campus Shuttle:**
You can take the Campus Shuttle (the buses are labeled with red signs saying ‘Campus’. Some maps designate the route as ‘Red Line’) from the NIH Gateway / Metro to the Convent stop, which is on Convent Drive near building 60. The Convent Drive stop is after the Clinical Center North stop; it will take approximately 15 minutes from the shuttle bus shelter at the metro station. The shuttle runs every 15 minutes. There is a schedule available [here](http://1.usa.gov/2106Fa7).

Don't take the Campus Limited (Purple Line) as it doesn't stop on Convent Drive.

**Building 60:**
Room 134 is on the main floor of the Lasker Center. To reach the classroom, take the hallway on the right from the lobby entrance, then take your first left. Room 134 is immediately on the left just past the restrooms.

*Room 134 has wooden chairs and wooden tables.*

**Need More Info?**
Please write to cooper@ncbi.nlm.nih.gov with any questions or if something that you need is not covered.