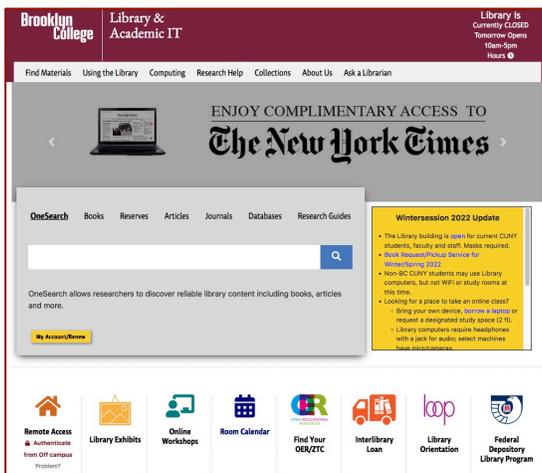


Student Spring 2022 Guide to the Library

This guide is full of important information to get this semester off to a great start. Take a look and find out about all of the resources and services that are available to you, including study spaces for groups and taking online classes, how to find textbooks for your classes, how to get help from a librarian, computing services, and lots more!

Welcome, and Enjoy!



The Online Library is available anytime at <http://library.brooklyn.cuny.edu>



The Library building is open:



See the library's website for exceptions.

The Library is for Everyone

LIBRARY POLICIES

During the Spring 2022 semester, all patrons are required to wear a mask at all times while using the Library. Absolutely no food is permitted. Covered drinks (quick sips!) are permitted while using the study spaces. Only bottled water is permitted while using the computers.

Please respect these policies so that we can make the Library a safe, productive and welcoming space for all!

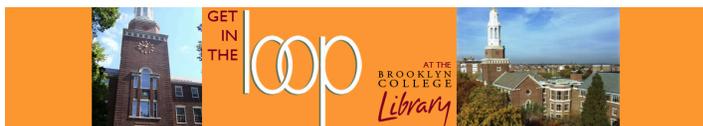
<https://libguides.brooklyn.cuny.edu/publicpolicies>



Learn about the Library

THE LOOP LIBRARY ONLINE ORIENTATION PROGRAM

The LOOP is a virtual introduction to the Brooklyn College Library and everything that it has to offer. It is available 24/7 so you can visit any time or come back to it if you need a refresher. Note that students in ENGL 1010 are required to take the LOOP and the LOOP quiz.



<https://libguides.brooklyn.cuny.edu/loop/>



THE TRANSFER LOOP

Especially created for transfer students!



<https://libguides.brooklyn.cuny.edu/transferloop/>



Research Help and Resources

LIBRARIANS

Librarians are here to help you navigate the Library and to help you with your research! Stop by the Reference Desk on the 1st floor of the Library, call us at (718) 951-5628, or use our 24/7 Ask-A-Librarian service to chat or Zoom with a librarian.



<https://libguides.brooklyn.cuny.edu/askalibraria>

BOOKS & ARTICLES

The Library has nearly 2 million books and over 40 thousand newspapers, magazines, and journals, many of which you can read online. Use the OneSearch discovery tool right on the library home page to search for required readings, background information on a new subject, an article in a specific journal, or even a book to read for fun!



<https://library.brooklyn.cuny.edu>

TEXTBOOKS & RESERVES

New textbooks can be really expensive! Many professors request that textbooks, required readings, or class assignments be placed "on Reserve" for their classes. If your professor has put something on Reserve, you can see them in OneSearch and then request these materials in the Reserve Reading Room on the first floor. Books on Reserve can be checked out for two hours, and must be used in the Library.

If your textbook is not on reserve in the Library, or if you want to purchase (or rent) your own copy, check out these resources on how to save money on textbooks.

<https://bit.ly/2Rq1XXc>



WORKING FROM HOME

All of the library's online resources, including e-books, articles, and databases, can be accessed from off campus - authenticate with your CUNYfirst username & password

Computing at the Library

PUBLIC COMPUTER LABS

The Library has hundreds of computers with internet and academic and design software applications that you can use to check email, look for books and articles, work on papers and assignments, use specialized software, scan, and print.

- 1st floor Reference Area & Reserve Reading Room
- 2nd floor New Media Center

LIBRARY CAFE

The Morton and Angela Topfer Library Café has 80 computers, all with internet, academic and design software applications, full printing and scanning services, multiple study and lounge areas, expert and caring technical support, and a coffee kiosk! Located in the ground floor of Whitehead Hall the Library Café offers extended hours.

https://libguides.brooklyn.cuny.edu/library_cafe



WIFI, COMPUTER & PRINTING ACCOUNTS

Use these credentials to log onto computers and print in the Library and the WEBlab, as well as campus WiFi

Username: 8-digit CUNYFirst EmplID

Password: your First and Last initials (upper case), 6-digit month, day, and year of your birthday with the slashes "/" in this format: FLMM/DD/YY

PRINTING

- Printers are available in all Library computer labs and by Circulation.
- All students receive a credit balance (Quota) for printing: Undergrads up to \$15 per semester; Grad students up to \$30 per semester.
- Printing Costs: Black & White printing costs \$0.10/single-sided page and \$0.15/double-sided page. Color printing costs \$0.50/page using Debit funds (cash only).
- Adding Funds: Patron Kiosks are located at the New Media Center desk on the 2nd floor and at the Circulation desk on the 1st floor.

Computing at the Library (cont'd)

SCANNERS

There are self-service scanners available in all Library computer labs and the Library Cafe. There is no charge for scanning. If there is a line we ask that you limit yourself to 20 minutes.

LAPTOP LOANS

Laptops are available to current BC students on a first come, first served basis. A valid Brooklyn College ID and another valid photo ID such as a driver's license are required to borrow a laptop.

Laptops are available for same-day loan or 3-day loan. Grad students may borrow PC laptops for up to 30 days. Mac Books are available to all students for same-day loans. Laptops must be checked out from the New Media Center and returned to the New Media Center no later than 30 minutes before closing on the due date.

GROUP STUDY ROOMS

There are group study rooms on every floor of the Library; each is outfitted with whiteboards and screen sharing technology for your use.

Group study rooms have a two-person minimum, and in Spring 2022 a four-person maximum, and are assigned for a 2-hour period. Students may reserve a group study room at the New Media Center (2nd floor) with a valid BC ID.

No eating is allowed in study rooms.

WORKSHOPS

Need to create a spreadsheet for an assignment? Want to use PowerPoint for your awesome presentation? The Library and Library Café offer free, drop-in technology-based workshops throughout the year. These hands-on workshops cover software such as Microsoft Excel, PowerPoint, and Word; Adobe Photoshop Illustrator and InDesign; and QuickBooks and SPSS.

Consult the schedule for weekday, weeknight, weekend, and online sessions:

<https://library.brooklyn.cuny.edu/library/about/events2/index.php?view=workshops>



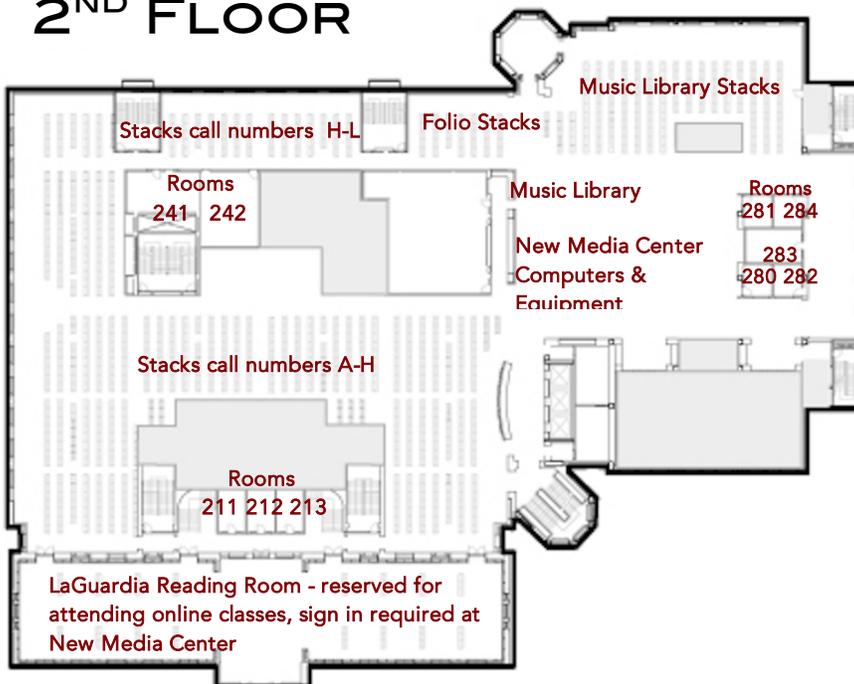
Library Locations

1ST FLOOR



- Quiet study at tables and individual seating throughout
- Kimmich Reading Room for silent study
- Library classrooms 120, 122
- Woody Tanger Auditorium
- Adaptive Equipment Rm 134, sign in at Circulation
- Archives & Special Collections – research visits by appointment
- Circulation – check out books here!
- Reference – one-on-one research help; computer lab
- Reserves – professors place high-demand course material here

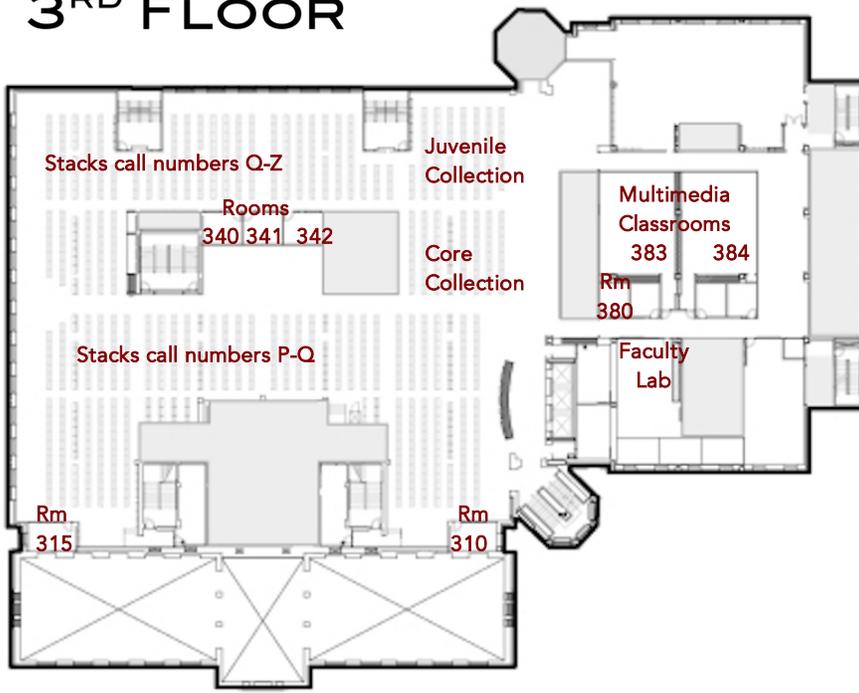
2ND FLOOR



- Quiet study at tables and individual seating throughout
- LaGuardia Reading Room – reserved for attending online classes, sign in at New Media Center
- Walter W. Gerboth Music Library – scores, books, journals, audio- & video-recordings, reserves, research help.
- New Media Center – computers, laptop & equipment loan, reserve study rooms
- Group Study Rooms 211, 212, 213, 282, 284, sign in at New Media
- Group Viewing Rooms 241, 242, 280, 281, 283, sign in at New Media
- Stacks call numbers A-N

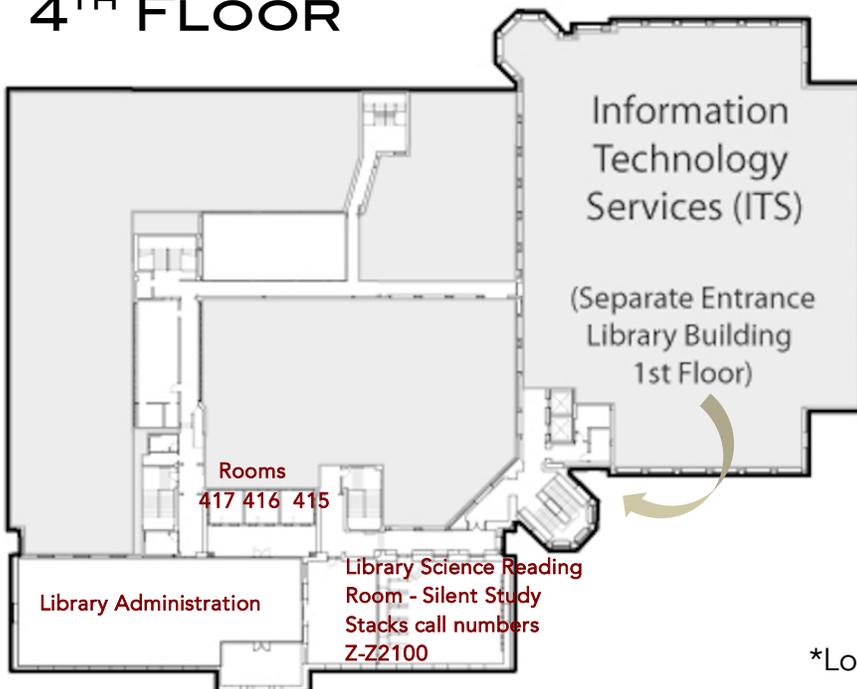
The Library is for quiet or silent study. Masks required at all times.

3RD FLOOR



- Quiet study at tables and individual seating throughout
- Multimedia Classrooms 383, 384
- Faculty Lab – computing services for faculty and staff
- Group Study Rooms 310, 315, 340, 341, 342, 380, sign in at New Media
- Stacks call numbers P-Y, Z2100-

4TH FLOOR



- Quiet study at tables outside of library administration offices
- Group Study Rooms 415, 416, 417, sign in at New Media
- Library Science Reading Room for silent study, Stacks call numbers Z-Z2100

Lower Level Closed for Renovations

The Library is for quiet or silent study. Masks required at all times.



See also our online library locations guide or more information about Reading rooms, group study rooms, viewing rooms, and book locations

<https://libguides.brooklyn.cuny.edu/locations/>



Ask questions anytime at any service desk or use our 24/7 Ask-a-Librarian chat

<https://libguides.brooklyn.cuny.edu/askalibrarian>

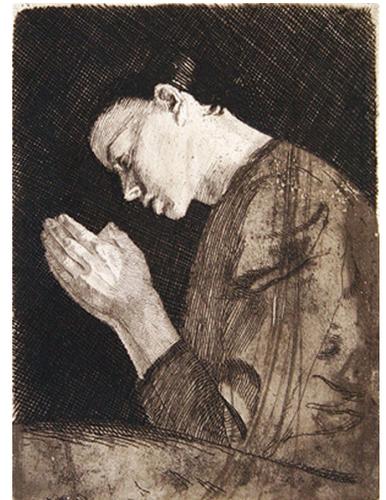
Art in the Library

Check out the Library's Art Collection! Many of the artists have works in major museums around the world. Here are a few selections from the collection. Take our self-guided tour!

<https://libguides.brooklyn.cuny.edu/libraryarttour/>



Graham Nickson
Red Towel
c. 1990
Acrylic on canvas
Third floor



Käthe Kollwitz
Praying Girl
1892
Etching
Fourth Floor



Chakaia Booker
Echoing Factors
2004
Rubber tires, wood
First floor



Shahzia Sikander
Embark/Disembark I-VI
2002
Photolithography and silkscreen
Fourth floor