

About the library instruction classroom – 501K

The library instruction classroom (501K) has 29 student computers and an instructor console with an LCD project and a smartboard. It is located inside the library and its primary purpose is for library instruction sessions scheduled with the librarians. An instruction session can be scheduled at any time during a semester using the link under the heading “Library Instruction”. The classroom is also used for LIS 101 and 105 when these classes are taught as part of a learning community.

In order to ensure that the library classroom is available for library instruction sessions when they are requested, we do not generally book it for independent groups. The one exception is that we are happy to book it to instructors (for their independent use with their students) within a 7-day rolling window – i.e. you can ask us on Monday if it is available on Thursday of that same week at a specific time. If it is, we will book it for you. We are not able to schedule the library classroom for ongoing use throughout a semester, and it is not book-able through the Ad Astra system.

For those groups who do book 501K under these terms, we ask that you:

1. Be sure to vacate the room when your agreed upon time has expired.
2. Keep printing to a minimum.
3. And ensure that the room is kept relatively quiet and the classroom door closed.
4. Please do not bring food into the library or classroom, and only covered beverages.

In order to request the use of 501K within seven days of your request, please contact John Kieraldo at jkieraldo@ccc.edu, or use the library instruction form link on the library Web page under the heading “Library Instruction” at <http://hwclibrary.ccc.edu/> to submit a request to use the classroom.

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