Library Etiquette

- The OSU-Oklahoma City Library is a place for quiet research, consultation, and study. Appropriate conduct is expected from everyone using the facilities.

- Group study rooms are available on a first come, first served basis. Occasionally, a room may be reserved by the library staff for special circumstances. In this instance, a sign will be placed on the door to inform library users. A group is defined as three or more.

Acceptable Conduct

- Please be respectful of the need for a quiet place to study by refraining from noisy or unruly activities.

- Please leave your pets at home. Service animals are welcome as long as they behave.

- Beverages with lids are allowed. Enjoy your food only in the 3rd floor study area.

Internet

- Student computers are primarily for research use. Anyone using the computers for other purposes will be asked to relinquish the computer if it is needed for legitimate research use.

Children

- Children must remain with an adult. Please be sure your child has something to do while you are in the library. If a problem develops, you may be asked to remove the child from the library. We do not have filtered Internet. You are responsible for monitoring your child’s computer use. If a student needs the computer, your child will be expected to stop using it. Security will be informed when an unattended child is in the library.

Study Groups/Rooms

- Tables and study carrels are available for small groups and individuals to use.

- Study rooms are for groups of three or more. They can be used for individual study if available. However, an individual may be asked to relocate if the room is needed for a group of three or more.

- The collaboration room has a large monitor with hookups for up to four computers. The room is available for individual and group study, but if a group of three or more needs the equipment, others will be asked to relocate.

- Special use rooms include equipment for those with reading disabilities (contact Emily Cheng for training, 405-945-3385) and computer software for lesson building.

Violations

- Patrons violating library policies regarding conduct will be informed of the rules and asked to comply.

- Failure to comply may result in a call to the OSU-Oklahoma City Security Department.

At all times, please respect that other students are studying and remember this is a quiet study area. Your cooperation is appreciated.

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