

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 (or 2 persons) may be asked to relocate if the room is needed for a group of three or more.** Please do not occupy a study room for casual visiting or sleeping.
- The collaboration room has a large monitor with hookups for up to four laptop 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.