

# LIBRARY

The Moorpark College Library (<https://www.moorparkcollege.edu/departments/student-services/library/>) occupies the second and third floors of the centrally located Library Learning Resources building (LLR). The collection and facilities are designed to meet the curriculum needs of the college community. Faculty librarians are available to help students become information literate, providing one-on-one assistance with research projects and class instruction in the use of library resources.

## Student Learning Outcomes:

1. Have a greater understanding of library services after attending a library instruction session.
2. Locate or find resources for your research assignments after attending a library instruction session.

## Library Hours

The library is open weekdays and evenings. Please call the Circulation Desk at (805) 378-1450 to verify current hours or consult the library's homepage.

## The Collection

The library collection includes approximately 77,000 volumes, and more than 140 periodical subscriptions. The collection also includes 88 electronic databases which allow access to: eBooks, streaming video, digital audiobooks, newspaper and magazine articles, as well as scholarly journal articles, and literary criticism. In addition to books, the physical collection includes equipment (laptops, hotspots, calculators, and headphones). Textbooks are available in our Textbook Lending Collection and in Course Reserves. The library's collection also holds microfilm, music and books on CDs, and DVDs. Library materials can be located by using the library's online catalog, which can be accessed via the library's website.

## Library Services

**Reference services:** The library's Reference Desk is staffed by faculty librarians. Students may consult with librarians for assistance and instruction in using library resources in person, by phone, chat, or email. Students may also make an appointment to meet with a librarian in-person or online. Librarians also provide instruction sessions to classes at the instructor's request. For more information, please call the Reference Desk at (805) 378-1472 or email at [mcreference@vcccd.edu](mailto:mcreference@vcccd.edu).

**Checkout privileges:** The library is open to everyone; however, to borrow materials, you must be a registered Moorpark College student. Your student ID number serves as your library card. Students may need to show valid identification and a class schedule if their name is not in the library's database. Students are asked to have no more than ten items checked out at one time. The loan period for most materials is set at three weeks. Reference books and periodicals cannot be checked out.

**Computers, Printing and Photocopying:** The library is equipped with more than 100 computers which have access to the internet, Microsoft Office, and additional educational software. Use of the computers is free, but there is a \$0.10 per page charge for printing. Payment for printing may be made by credit card, debit card, or by buying a print card for \$1.10. Photocopies cost \$0.10 per page. Wireless Internet access (Wi-Fi) is available in the LLR building; instructions for connecting to the network are available at the Reference Desk.

**Study areas:** Tables, individual study carrels, and group study rooms are available on the second and third floor of the LLR building. Reservations are required for study room access. Selected carrels and study rooms

are equipped with video monitors and DVD/ Blu-ray players for viewing audiovisual resources. Headphones, calculators, and such supplies as white-board markers, are available and can be checked out from the Circulation Desk.

**Reserve materials:** Instructors sometimes put textbooks and other materials "on reserve" in the library. These materials may be checked out for a limited period for use in the library. Reserve materials may be requested by discipline and/or the instructor's last name at the Circulation Desk.

**Textbook Lending Program:** Select textbooks are available in limited numbers to be checked out for the entire semester. Students must be enrolled in the applicable course to be eligible for this program. For more information and current textbook availability, please visit the library website, call the Circulation Desk at 805-378-1450 or email us at [mclibrary@vcccd.edu](mailto:mclibrary@vcccd.edu).

**Equipment Lending Program:** The library continues to add new equipment for students to borrow, including laptops, Wi-Fi hotspots, and scientific calculators. Please check the library website for the most current offerings and borrowing policies.