Library Guide

The Washington University Libraries house more than 5.1 million books, journals, and government documents (print & electronic), 3.5 million microforms, 109,000 audiovisual titles, plus thousands of maps, photographs, manuscripts and architectural drawings. WU subject librarians have expert knowledge in one or more areas of study to help users identify the best library resources and find needed information. **When using library resources from off campus, begin by logging into the proxy server:** login.libproxy.wustl.edu/login

OLIN LIBRARY
library.wustl.edu

Arc Technology Lab (level A) (314) 935–4137
library.wustl.edu/units/arc/tchaffin@wustl.edu

Circulation (314) 935–5420
library.wustl.edu/units/circ/circ@wumail.wustl.edu

Help Desk / Reference (314) 935–5410
library.wustl.edu/askus.html
ref@wumail.wustl.edu

Hours & Directions / Maps
library.wustl.edu/hoursmaps.html

Interlibrary Loan (314) 935–5442
library.wustl.edu/units/ill/illinfo.html
ill@wumail.wustl.edu

Reserves (314) 935–5451
library.wustl.edu/units/reserve/reservesinfo.html
reserve@wumail.wustl.edu

Special Collections (314) 935–5495
library.wustl.edu/units/spec/spec@wumail.wustl.edu

Whispers Café (314) 935–9092
Open 24 hours during the academic year.
diningservices.wustl.edu

ART & ARCHITECTURE LIBRARY
Kemper Museum Bldg. – Ground Floor (314) 935–5268
library.wustl.edu/units/artarch/artarch@wumail.wustl.edu

BUSINESS LIBRARY
Simon Hall, 2nd Floor (314) 935–6963
library.wustl.edu/units/business/bschoolcirc@olin.wustl.edu

CHEMISTRY LIBRARY
549 Louderman Hall (314) 935–6591
library.wustl.edu/units/chemistry/chem@wumail.wustl.edu

EARTH & PLANETARY SCIENCES LIBRARY
Scott Rudolph Hall, 3rd Floor (314) 935–5406
library.wustl.edu/units/epsc/eps@wumail.wustl.edu

EAST ASIAN LIBRARY
January Hall, 2nd Floor (314) 935–5525
library.wustl.edu/units/ea/ea@wumail.wustl.edu

FILM & MEDIA ARCHIVE
7425 Forsyth Blvd. (314) 935–8679
library.wustl.edu/units/spec/filmandmedia/wufilmarchives@wumail.wustl.edu

LAW LIBRARY
Anheuser-Busch Hall, 4th Floor (314) 935–6450
law.wustl.edu/library/reference@wulaw.wustl.edu

MEDICAL LIBRARY
660 S. Euclid Ave. (314) 362–7085
becker.wustl.edu/askbecker@wustl.edu

MODERN GRAPHIC HISTORY LIBRARY
7425 Forsyth Blvd. (314) 935–7741
library.wustl.edu/units/spec/MGHL/slacerte@wustl.edu

MUSIC LIBRARY
Gaylord Hall (314) 935–5563
library.wustl.edu/units/music/music@wumail.wustl.edu

PHYSICS LIBRARY
340 Compton Hall (314) 935–6215
library.wustl.edu/units/physics/alison@wustl.edu

SOCIAL WORK LIBRARY
300-304 Brown Hall (314) 935–6633
brownschool.wustl.edu/Admissions/Pages/Library.aspx

UNIVERSITY ARCHIVES
7425 Forsyth Blvd. (314) 935–5444
library.wustl.edu/units/spec/archives/srooney@wustl.edu (314) 935–9730

WEST CAMPUS LIBRARY
7425 Forsyth Blvd. (314) 935–6252
library.wustl.edu/units/westcampus/westcamp@wumail.wustl.edu

ART & ARCHITECTURE LIBRARY
Kemper Museum Bldg. – Ground Floor (314) 935–5268
library.wustl.edu/units/artarch/artarch@wumail.wustl.edu

BUSINESS LIBRARY
Simon Hall, 2nd Floor (314) 935–6963
library.wustl.edu/units/business/bschoolcirc@olin.wustl.edu

CHEMISTRY LIBRARY
549 Louderman Hall (314) 935–6591
library.wustl.edu/units/chemistry/chem@wumail.wustl.edu

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library.wustl.edu/units/epsc/eps@wumail.wustl.edu

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library.wustl.edu/units/ea/ea@wumail.wustl.edu

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library.wustl.edu/units/spec/filmandmedia/wufilmarchives@wumail.wustl.edu

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library.wustl.edu/units/music/music@wumail.wustl.edu

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340 Compton Hall (314) 935–6215
library.wustl.edu/units/physics/alison@wustl.edu

SOCIAL WORK LIBRARY
300-304 Brown Hall (314) 935–6633
brownschool.wustl.edu/Admissions/Pages/Library.aspx

UNIVERSITY ARCHIVES
7425 Forsyth Blvd. (314) 935–5444
library.wustl.edu/units/spec/archives/srooney@wustl.edu (314) 935–9730

WEST CAMPUS LIBRARY
7425 Forsyth Blvd. (314) 935–6252
library.wustl.edu/units/westcampus/westcamp@wumail.wustl.edu
POLICIES – Olin Library
Policies at other campus libraries may vary.

LOAN PERIODS
Books – General Collection
Undergraduates (150 items) 28 days
Graduate students (300 items) 60 days
Faculty (600 items) 90 days
Staff (50 items) 28 days
Other
Audiobooks (limit 30 total AV items) 14 days
Audiobooks – MOBIUS 10 days
Books – MOBIUS 21 days
Books – Popular Lit. Collection 14 days
*Camcorder 5 days
*Camera (DSLR) 5 days
CDs (limit 30 total AV items) 14 days
CDs – MOBIUS 10 days
DVDs (limit 30 total AV items) 14 days
DVDs – MOBIUS 10 days
*GPS Handheld Navigator 5 days
Graduate Study Carrel 3 hours
*Hard Drive (terabyte) 5 days
*Headphones 12 hours or Help Desk closing
*iPad 5 days
*Journals – bound 3 days
*Journals – unbound 1 day
*Mac Charger 3 hours
*MacBook Air laptop 5 days
*Microfilm 1 day
*Phone Charger 3 hours
*Presentation Remote 1 day
*Projector 5 days
Videos (VHS, limit 30 AV items) 14 days
Videos (VHS) – MOBIUS 10 days
*Webcam 5 days

*WU students, faculty & staff only

RENEWALS (online via My Catalog)
https://spokane.wustl.edu/patroninfo/
Audiobooks 20 renewals
Books 20 renewals
CDs 20 renewals
DVDs 20 renewals
Equipment 1 renewal (if no other requests)
Government Documents 20 renewals
Graduate Study Carrel only if at least 1 available
ILLiad 1 renewal, usually 2-3 weeks
Journals 20 renewals
Locker (Day) no renewals
Microfilm 20 renewals
MOBIUS – Books 2 renewals, 3 weeks each
MOBIUS – CDs, DVDs, VHS no renewals
Reserves no renewals
Videos (VHS) 20 renewals

FINES
Payable by cash or check at Olin Library Help Desk.
Unpaid fines sent at the end of the month to
Student Financial Services, N. Brookings Hall, Room 75.
Audiobooks $1.00/day
Books - General Collection 20¢/day
Camcorder $10.00/day
Camera (DSLR) $10.00/day
CDs $1.00/day
DVDs $1.00/day
GPS Handheld Navigator $10.00/day
Graduate Study Carrel $1.00/hour
Hard Drive (terabyte) $10.00/day
Headphones $1.00/hour
iPad $10.00/day
Journals $1.00/day
Locker (Day) $1.00/hour
Lost Interlibrary Loan items $120.00
Lost WU items (standard fee) $60.00
Mac Charger 60¢/hour
MacBook Air laptop $10.00/day
Microfilm $1.00/day
Phone Charger 60¢/hour
Presentation Remote $1.00/day
Projector $10.00/day
Recalled items 40¢/day
Reserves – 2 & 3 hour 60¢/hour
Reserves – 1-5 day $1.00/day
Videos $1.00/day
Webcam $10.00/day

RECALLS: All items are subject to recall. Reserve books, Art Library & Law Library items are recalled immediately. Overdue recalled items block borrowing privileges.

REQUESTS / HOLDS (How long items are held for pickup):
Books (except PopLit & Art) 7 days
Books – Art Library items 4 days
Books – Popular Lit. Collection 4 days
CDs, DVDs, Videos (VHS) 7 days
Equipment 2 days
ILLiad due date given by lending library
MOBIUS 7 days

SERVICES – Olin Library

Subject Librarians
Expert research assistance & guidance: libguides.wustl.edu

Arc Technology Lab (level A)
Specialized computing equipment, software, & expert assistance: library.wustl.edu/units/arc/hwsw.html

Ares (Electronic Reserves): ares.wustl.edu/ares/

Audiobooks (level B)
library.wustl.edu/research/findother.html

Book Drops (Returns)
All Danforth Campus libraries, South 40 near the clock tower, & Throop Dr. near the pedestrian overpass.

Bulletin Board – Digital (Whispers Café)
For advertising WU related events, announcements, etc.: library.wustl.edu/digital-signage/

Camcorder
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

Camera (DSLR)
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

CDs / CD-ROMs
library.wustl.edu/research/findother.html

Center for Diversity and Inclusion (level 2, Room 202)

Chat / Instant Messaging see also Texting
Available during Reference Help Desk hours:
library.wustl.edu/askus-chat.html or 314-219-1462.

Conference Rooms (Arc Technology Lab – level A)
library.wustl.edu/units/arc/reservingthearc.html
**Databases** (600+): library.wustl.edu/databases/

**Digital Library Services** (level A)
Expert assistance for developing digital projects.

**Display Cases** (level 1 & Whispers Café)
Cheryl Holland: cholland@wustl.edu or (314) 935–6626.

**DVDs** (level 1)
Obtained from the Circulation Desk by indicating the item title & call number: library.wustl.edu/units/circ/dvdlist.html

**Ethernet Cable**
Available for 12-hour checkout (or until Help Desk closing) from the Circulation Desk or the Arc Technology Lab.

**Government Documents**: libguides.wustl.edu/govtinfo

**GPS Handheld Navigator**
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**Hard Drive (portable, 1 terabyte)**
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**Harris Third Reich Collection / Reading Room** (level 2)

**Headphones**
Available for 12-hour checkout (or until Help Desk closing) from the Circulation Desk or the Arc Technology Lab.

**IL Liad (Interlibrary Loan)**
Items not owned by WU and not available through MOBIUS: illiad.wustl.edu/illiad/login.html
Pickup & Return = Olin, Art, Music, West Campus.

**iPad**
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**Islamic Studies Collection** (level B)

**Journals (Electronic)**: library.wustl.edu/fulltext/ej/

**Laptop Computer Cable Lock**
Available for 12-hour checkout (or until Help Desk closing) from the Circulation Desk.

**Lockers** – Day (levels A, B, 2 & 3)
Keys are available for 12-hour checkout (or until Help Desk closing) from the Circulation Desk.

**Lockers** – Graduate Students (levels A, B, 2 & 3)
Keys are available for 1-year checkout at the Circulation Desk.

**Mac Charger**
Available for 3-hour checkout (or until Help Desk closing) from the Circulation Desk.

**MacBook Air Laptop**
Available for 5-day checkout from the Circulation Desk.
lribrary.wustl.edu/research/findother.html

**Medical Library**
Danforth campus affiliates may check out materials from the Becker Medical Library by presenting their WashU ID at the Help Desk.

**MOBIUS (Interlibrary Loan)**
Items not owned by WU, obtained from other Missouri libraries: searchmobius.org

**My Catalog**
For managing renewals, book/article requests, catalog searches & reading history https://spokane.wustl.edu/patroninfo/

**New Book Display** (level 1)

**Phone Charger**
Available for 3-hour checkout (or until Help Desk closing) from the Circulation Desk.

**Popular Literature Collection** (level 1)

**Presentation Remote**
Available for 1-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**Projector**
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**Proxy Server** (Off-Campus Online Access)
When using library resources from off campus, begin by logging into the proxy server: https://login.libproxy.wustl.edu/login
libguides.wustl.edu/offcampusaccess

**Recommend a Purchase for the Library**
library.wustl.edu/forms/bookorder.html

**Research & Information Guides (LibGuides)**
libguides.wustl.edu/browse.php

**Reserves** see also Ares
Hard copy course reserve items: catalog.wustl.edu/screens/reserves.html

**Scanners** (all levels)

**Serenity Room** (level 2, Room 221)
Non-reservable space for meditation, prayer & quiet reflection.

**Special Collections** (rare books & manuscripts, level 1)

**Study Room – Faculty & Grad Students** (levels A, B, 2 & 3)
Locked Campus Card-entry study rooms.

**Study Room (private) – Graduate Students** (level A)
Keys are available for 3-hour checkout (or until Help Desk closing) from the Circulation Desk.

**Study Room – Group Study** (levels A, B, 2 & 3)
library.wustl.edu/units/circ/reservegroupstudy.html

**Suhrkamp / Insel Collection** (level A)
German-language publications in the fields of literature, criticism, philosophy, and the social sciences.

**Texting** see also Chat / Instant Messaging

**Webcam**
Available for 5-day checkout from the Circulation Desk.
library.wustl.edu/research/findother.html

**White Boards (dry erase, mobile)**
Available for checkout from the Arc Technology Lab – level A.

**Wireless**
library.wustl.edu/about/techinfo/computing-services.html

**The Writing Center** (level 1)
Expert assistance & guidance: writingcenter.wustl.edu
(314) 935-4981, writing@wustl.edu

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