Library Guide

The Washington University Libraries house more than 5.34 million books, journals, and government documents, 3.5 million microforms, 150 thousand audiovisual titles, 118 thousand maps, 381 thousand photographs, 20 thousand linear feet of manuscripts, and 600 linear feet of architectural drawings.

**Fall 2017 – Spring 2018 Hours**

**JOHN M. OLIN LIBRARY (Main)**

library.wustl.edu

*Washington University ID required after 9:00 p.m. until Help Desk – Circulation opening the following day.*

*During 24 hour access periods Help Desk services will end at 2:00 a.m.; the library will be staffed by security guards from 1:30 a.m. – 7:30 a.m.*

<table>
<thead>
<tr>
<th>Administration</th>
<th>(314) 935-5400</th>
<th><a href="mailto:libadmin@wumail.wustl.edu">libadmin@wumail.wustl.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Fri</td>
<td>8:30a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sat - Sun</td>
<td>Closed</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Arc: Library Technology Center</th>
<th>(314) 935-4137</th>
<th>library.wustl.edu/research-instruction/arc/ closed until Spring 2018</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Help Desk – Circulation</th>
<th>(314) 935-5420</th>
<th>library.wustl.edu/services/circ/ <a href="mailto:circ@wumail.wustl.edu">circ@wumail.wustl.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Thu</td>
<td>7:30a-2:00a</td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>7:30a-8:00p</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>9:00a-10:00p</td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>10:00a-2:00a</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Help Desk – Reference</th>
<th>(314) 935-5410</th>
<th>library.wustl.edu/research-instruction/ libanswers.wustl.edu/ask</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Thu</td>
<td>8:30a-9:00p</td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>8:30a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>9:00a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>noon-8:00p</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Interlibrary Loan</th>
<th>(314) 935-5442</th>
<th>library.wustl.edu/services/ill/ <a href="mailto:ill@wumail.wustl.edu">ill@wumail.wustl.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Fri</td>
<td>8:30a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sat - Sun</td>
<td>Closed</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reserves</th>
<th>(314) 935-5451</th>
<th>library.wustl.edu/services/reserve/ <a href="mailto:reserve@wumail.wustl.edu">reserve@wumail.wustl.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Fri</td>
<td>8:30a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sat - Sun</td>
<td>Closed</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Special Collections</th>
<th>(314) 935-5495</th>
<th>library.wustl.edu/spec/ <a href="mailto:spec@wumail.wustl.edu">spec@wumail.wustl.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon - Fri</td>
<td>9:00a-5:00p</td>
<td></td>
</tr>
<tr>
<td>Sat - Sun</td>
<td>Closed</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Manuscripts</th>
<th>library.wustl.edu/spec/manuscripts/</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rare Books</td>
<td>library.wustl.edu/spec/rarebooks/</td>
</tr>
<tr>
<td>University Archives</td>
<td>library.wustl.edu/spec/archives/</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Whispers Café</th>
<th>(314) 935-9092</th>
<th>diningservices.wustl.edu</th>
</tr>
</thead>
<tbody>
<tr>
<td>closed until Spring 2018</td>
<td>[ ]</td>
<td></td>
</tr>
</tbody>
</table>

**Sep. 6 – Oct. 5** (24 hour access)
**Oct. 6 (WILD)** midnight-6:00p
**Oct. 7** 9:00a-
**Oct. 8 – Nov. 21** (24 hour access)
**Nov. 22** midnight-6:00p
**Nov. 23–24 (Thanksgiving)** Closed
**Nov. 25** 9:00a-5:00p
**Nov. 26** 10:00a-
**Nov. 27 – Dec. 19** (24 hour access)
**Dec. 20** midnight-10:00p
**Dec. 21** 8:00a-8:00p
**Dec. 22** 8:00a-6:00p
**Dec. 23** 9:00a-5:00p
**Dec. 24** 10:00a-6:00p
**Dec. 25 (Christmas)** Closed
**Dec. 26–31**
  *Tue – Fri* 8:00a-6:00p
  *Sat* 9:00a-5:00p
  *Sun* 10:00a-6:00p
**Jan. 1 (New Year’s)** Closed
**Jan. 2–14**
  *Mon – Fri* 8:00a-6:00p
  *Sat* 9:00a-5:00p
  *Sun* 10:00a-6:00p
**Jan. 15 (MLK Day)** Closed
**Jan. 16** 7:30a-
**Jan. 17 – Mar. 8** (24 hour access)
**Mar. 9** midnight-6:00p
**Mar. 10–17 (Spring Break)**
  *Mon – Fri* 8:00a-6:00p
  *Sat* 9:00a-5:00p
  *Sun* 10:00a-6:00p
**Mar. 18** 10:00a-
**Mar. 19 – Apr. 26** (24 hour access)
**Apr. 27 (WILD)** midnight-6:00p
**Apr. 28** 9:00a-
**Apr. 29 – May 8** (24 hour access)
**May 9** midnight-10:00p
**May 10–17**
  *Mon – Thu* 8:00a-10:00p
  *Fri* 8:00a-6:00p
  *Sat* 9:00a-5:00p
  *Sun* 10:00a-6:00p
**May 18 (Commencement)** 7:30a-5:00p
Bernard Becker Medical Library  (314) 362-7085  
660 S. Euclid Ave.  
askbecker@wustl.edu  
library.wustl.edu/becker/  
Mon-Fri Washington University ID required after 6:00p.m.  
Sat-Sun Washington University ID required all day.  
Mon - Thu  7:30a-Midnight  
Fri  7:30a-10:00p  
Sat  9:00a-6:00p  
Sun  11:00a-11:00p

Brown School Library  (314) 935-6633  
300-304 Brown Hall  
brownschool.wustl.edu/Admissions/Pages/Library.aspx  
Mon-Fri Washington University ID required after 6:00p.m.  
Sat-Sun Washington University ID required all day.  
Mon - Thu  8:30a-11:00p  
Fri  8:30a-6:00p  
Sat  10:00a-6:00p  
Sun  Noon-11:00p

Chemistry Library  (314) 935-6591  
549 Louderman Hall  
chem@wumail.wustl.edu  
library.wustl.edu/units/chemistry/  
Mon-Fri Washington University ID required after 6:00p.m.  
Sat-Sun Washington University ID required all day.  
Mon - Thu  8:30a-8:00p  
Fri  8:30a-5:00p  
Sat & Sun  Noon-4:00p

East Asian Library  (314) 935-5525  
January Hall, 2nd Floor  
ea@wumail.wustl.edu  
library.wustl.edu/units/ea/  
Mon-Fri Washington University ID required after 7:00p.m.  
Sat-Sun Washington University ID required all day.  
Mon - Fri  8:30a-10:00p  
Sat & Sun  1:00p-6:00p

Gaylord Music Library  (314) 935-5563  
Gaylord Hall  
music@wumail.wustl.edu  
library.wustl.edu/units/music/  
Mon-Fri Washington University ID required after 6:00p.m.  
Sat-Sun Washington University ID required all day.  
Mon - Thu  8:30a-9:00p  
Fri  8:30a-5:00p  
Sat & Sun  1:00p-6:00p

Gustavus A. Pfeiffer Physics Library  (314) 935-6215  
340 Compton Hall  
alison@wustl.edu  
library.wustl.edu/units/physics/  
Mon - Thu  7:15a-6:00p  
Fri  7:15a-5:00p  
Sat & Sun  Closed

Kenneth and Nancy Kranzberg  
Art & Architecture Library  (314) 935-5268  
Kemper Museum Bldg. - Ground Floor  
library.wustl.edu/units/artarch/  
artarch@wumail.wustl.edu  
Washington University ID required after 6:00p.m  
Mon - Thu  8:30a-9:00p  
Fri  8:30a-5:00p  
Sat  Noon-5:00p  
Sun  1:00p-9:00p

Kopelow Business Library  (314) 935-6963  
290 Simon Hall, 2nd Floor  
library.wustl.edu/units/business/  
WU_BSchoolCircula-crus@gowustl.onmicrosoft.com  
Mon-Thu Washington University ID required after 9:30p.m.  
Sun Washington University ID required after 5:00p.m.  
Mon - Thu  8:00a-Midnight  
Fri  8:00a-5:00p  
Sat  1:00p-5:00p  
Sun  Noon-Midnight

Law Library  (314) 935-6450  
Anheuser-Busch Hall, 4th Floor  
reference@wulaw.wustl.edu  
library.wustl.edu/library/  
non-Law students & general public hours:  
Mon - Fri  8:00a-6:00p  
WU Law students, faculty & staff + Law Library Assoc. hours:  
Mon - Thu  7:00a-11:00p  
Fri  7:00a-7:00p  
Sat  10:00a-6:00p  
Sun  Noon-6:00p

Ronald Rettnert Earth & Planetary Sciences  
library  (314) 935-5406  
Scott Rudolph Hall, 3rd Floor  
eps@wumail.wustl.edu  
library.wustl.edu/units/epsc/  
Mon-Thu Washington University ID required after 6:00p.m.  
Sunday, Washington University ID required all day.  
Mon - Thu  8:30a-9:00p  
Fri  8:30a-5:00p  
Sat  Closed  
Sun  Noon-3:00p

West Campus Library  (314) 935-6252  
7425 Forsyth Blvd.  
library.wustl.edu/units/westcampus/  
By Appointment Only

Film & Media Archive  (314) 935-8679  
library.wustl.edu/spec/filmandmedia/  
wumailarchives@wumail.wustl.edu

Modern Graphic History Library  (314) 935-7741  
library.wustl.edu/spec/mghl/  
slacerte@wustl.edu

Scholarly Publishing  (314) 935-4350  
digital.wustl.edu/index.html  
digital@wumail.wustl.edu
# POLICIES - John M. Olin Library

*Policies at other campus libraries may vary.*

## CHECKOUT LIMIT

<table>
<thead>
<tr>
<th>Category</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courtesy Borrowers</td>
<td>25 items</td>
</tr>
<tr>
<td>Graduate students</td>
<td>300 items</td>
</tr>
<tr>
<td>Faculty</td>
<td>600 items</td>
</tr>
<tr>
<td>Staff</td>
<td>50 items</td>
</tr>
<tr>
<td>Undergraduate students</td>
<td>150 items</td>
</tr>
</tbody>
</table>

(no equipment, unbound journals, newspapers, ILLiad, or MOBIUS)

## LOAN PERIODS

**Books - General Collection (standard loan period)**
- Courtesy Borrowers: 21 days
- Graduate students: 60 days
- Faculty: 90 days
- Staff: 28 days
- Undergraduate students: 28 days

**General Collection:**
- Audiobooks (limit 30 AV items): 14 days
- Books - Popular Lit. Collection: 14 days
- Calculator (Scientific): 1 day
- Cameras: 5 days
- CDs (limit 30 AV items): 14 days
- DVD Player (all region portable): 1 day
- DVDs (limit 30 AV items): 14 days
- Ethernet Cable: 12 hours or Help Desk closing
- 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 (Faculty & Grad students only)
- Laptop Cable Lock: 12 hours or Help Desk closing
- Laptop Charger: 3 hours
- Leap Motion Controller: 5 days
- MacBook laptop: varies (3 hours, 1 day, 5 days)
- Microforms: 1 day
- MOBIUS books (Faculty & Grad limit 30; Staff & Undergrad limit 20): 28 days
- MOBIUS Audiobooks, CDs, DVDs, VHS Videos: 10 days
- Mouse (optical): 1 day
- Muse Brain-Sensing Headband: 5 days
- Newspapers: 1 day (Faculty & Grad students only)
- Phone Charger: 3 hours
- Presentation Remote: 1 day
- Projector: 5 days
- Thermal Imager (FLIR One): 5 days
- USB-C cable: 1 day
- VHS Videos (limit 30 AV items): 14 days
- Video Camera: 5 days
- View Master Virtual Reality: 5 days
- Webcam: 5 days

**Other**
- Audiobooks (limit 30 AV items): 14 days
- Books - Popular Lit. Collection: 14 days
- Calculator (Scientific): 1 day
- Cameras: 5 days
- CDs (limit 30 AV items): 14 days
- DVD Player (all region portable): 1 day
- DVDs (limit 30 AV items): 14 days
- Ethernet Cable: 12 hours or Help Desk closing
- 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 (Faculty & Grad students only)
- Laptop Cable Lock: 12 hours or Help Desk closing
- Laptop Charger: 3 hours
- Leap Motion Controller: 5 days
- MacBook laptop: varies (3 hours, 1 day, 5 days)
- Microforms: 1 day
- MOBIUS books: 28 days
- MOBIUS Audiobooks, CDs, DVDs, VHS Videos: 10 days
- Mouse (optical): 1 day
- Muse Brain-Sensing Headband: 5 days
- Newspapers: 1 day (Faculty & Grad students only)
- Phone Charger: 3 hours
- Presentation Remote: 1 day
- Projector: 5 days
- Thermal Imager (FLIR One): 5 days
- USB-C cable: 1 day
- VHS Videos (limit 30 AV items): 14 days
- Video Camera: 5 days
- View Master Virtual Reality: 5 days
- Webcam: 5 days

## REQUESTS / HOLDS (How long items are held for pickup):

<table>
<thead>
<tr>
<th>Category</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books (except PopLit &amp; Art)</td>
<td>7 days</td>
</tr>
<tr>
<td>Books - Art Library items</td>
<td>4 days</td>
</tr>
<tr>
<td>Books - Popular Lit. Collection</td>
<td>4 days</td>
</tr>
<tr>
<td>CDs, DVDs, Videos (VHS)</td>
<td>7 days</td>
</tr>
<tr>
<td>Equipment</td>
<td>2 days</td>
</tr>
<tr>
<td>ILLiad</td>
<td>due date given by lending library</td>
</tr>
<tr>
<td>MOBIUS</td>
<td>7 days</td>
</tr>
</tbody>
</table>

## RENEWALS (unless Recalled or Requested by another patron)

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>(WU &amp; MOBIUS):</td>
<td></td>
</tr>
<tr>
<td>Spokane.wustl.edu/patroninfo</td>
<td></td>
</tr>
<tr>
<td>ILLiad:</td>
<td></td>
</tr>
<tr>
<td><a href="https://illiad.wustl.edu/illiad/logon.html">https://illiad.wustl.edu/illiad/logon.html</a></td>
<td></td>
</tr>
</tbody>
</table>

**Audiobooks**: 20
**Books (standard loan period)**: 20
**CDs**: 20
**DVDs**: 20
**Equipment**: 3 (if 1 of same available)
**Graduate Study Carrel**: 3 (if 1 other available)
**ILLiad items**: usually 1 renewal for 2-3 weeks
**Journals**: 20
**Locker (Day)**: no renewals
**Microforms**: 20
**MOBIUS Books**: 2 renewals, 28 days each
**MOBIUS Audiobooks, CDs, DVDs, VHS Videos**: no renewals
**Reserves**: no renewals
**VHS Videos**: 20

## RECALLS: All items are subject to recall with higher overdue fines and blocking of borrowing privileges.

Reserves, Art & Law Library items are recalled immediately.

## FINES

Payable online only: [commerce.cashnet.com/OLINLIBRARY](https://commerce.cashnet.com/OLINLIBRARY)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audiobooks</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Books - General Collection</td>
<td>$20.00/day</td>
</tr>
<tr>
<td>Calculator (Scientific)</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Cameras</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>CDs</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>DVD Player (all regions portable)</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>DVDs</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Ethernet Cable</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>GPS Handheld Navigator</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>Graduate Study Carrel</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>Hard Drive (terabyte)</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>Headphones</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>ILLiad (all items)</td>
<td>no fines, privileges blocked</td>
</tr>
<tr>
<td>iPad</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>Journals</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Laptop Cable Lock</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>Laptop Charger</td>
<td>60¢/hour</td>
</tr>
<tr>
<td>Leap Motion Controller</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Locker (Day)</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>Lost ILLiad items</td>
<td>$120.00</td>
</tr>
<tr>
<td>Lost Locker Key (Day)</td>
<td>$60.00</td>
</tr>
<tr>
<td>Lost Locker Key (Grad)</td>
<td>$25.00</td>
</tr>
<tr>
<td>Lost MOBIUS items</td>
<td>$120.00</td>
</tr>
<tr>
<td>Lost WU items (standard fine)</td>
<td>$60.00</td>
</tr>
<tr>
<td>MacBook laptop (3 hours)</td>
<td>$1.00/hour</td>
</tr>
<tr>
<td>MacBook laptop (1 &amp; 5 days)</td>
<td>$20.00/day</td>
</tr>
<tr>
<td>Microforms</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>MOBIUS items</td>
<td>$120 after 2 weeks overdue</td>
</tr>
<tr>
<td>Mouse (optical)</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Muse Brain-Sensing Headband</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>Phone Charger</td>
<td>60¢/hour</td>
</tr>
<tr>
<td>Presentation Remote</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Projector</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>Recalled items</td>
<td>40¢/day</td>
</tr>
<tr>
<td>Reserves - 2 &amp; 3 hour</td>
<td>60¢/hour</td>
</tr>
<tr>
<td>Reserves - 1-5 day</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Thermal Imager (FLIR One)</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>USB-C cable</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>VHS Videos</td>
<td>$1.00/day</td>
</tr>
<tr>
<td>Video Camera</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>View Master Virtual Reality</td>
<td>$10.00/day</td>
</tr>
<tr>
<td>Webcam</td>
<td>$10.00/day</td>
</tr>
</tbody>
</table>
SERVICES - John M. Olin Library

Arc: Library Technology Center (level A)
library.wustl.edu/research-instruction/arc/
Specialized computing and media hardware, software, and expert assistance.

Audiobooks – CDs (level 1, southeast shelving)
library.wustl.edu/services/circ/find-cdsdvds/

Audiobooks – Tapes (level B, B024)
library.wustl.edu/services/circ/find-cdsdvds/

Book Drops (Returns)
All Danforth campus libraries, South 40 near the clock tower, and Throop Drive near the pedestrian overpass.

Bulletin Board - Digital (Whispers Café, level A, level 2)
library.wustl.edu/digital-signage/
For advertising WU related events, announcements, etc.

Calculator (scientific)
Available for 1-day checkout (or until Help Desk closing) from the Help Desk.

Camera (Digital)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Camera (DSLR)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk. A tripod and a microphone are also available for the DSLR.

Camera (Endoscope)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

CDs / CD-ROMs
library.wustl.edu/services/circ/find-cdsdvds/

Chat / Instant Messaging
(314) 219-1462
library.wustl.edu/ask-us
Available during Help Desk - Reference hours. See also Texting.

Computing & Media Labs, Specialized Hardware & Software
libguides.wustl.edu/computing

Conference Rooms
(Arc: Library Technology Center - level A)
library.wustl.edu/research-instruction/arc/space/

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

DVD Player (all regions, self-contained, portable)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

DVDs (level B & level 1 [Circulation Desk])
library.wustl.edu/services/circ/find-cdsdvds/

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

Government Documents
libguides.wustl.edu/sb.php?subject_id=735

GPS Handheld Navigator
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Hard Drive (portable, 1 terabyte)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Whitney Robson Harris Collection
(level 2 south, Room 211)
Materials about the Third Reich of Germany, 1933-1945.

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

ILLiad (Interlibrary Loan)
illiad.wustl.edu/illiad/logon.html
Items not owned by WU libraries may be ordered from either MOBIUS, Prospector, or ILLiad; see separate entries.

iPod
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Islamic Studies Collection (level B)

Journals - current issues (level A)

Laptop (MacBook Air & MacBook Pro)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 3-hour, 1-day, or 5-day checkout from the Help Desk.

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

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

Leap Motion Controller
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Library Catalog (Classic)
catalog.wustl.edu/search~/
Locker - Day (levels A, B, 2 & 3)
Keys are available for 12-hour checkout (or until Help Desk closing) from the Help Desk.

Locker - Graduate Students (levels A, B, 2 & 3)
library.wustl.edu/services/circ/find-cdsdvds/
Keys are available for semester checkout at the Help Desk.

Microforms (level B)

MOBIUS (Interlibrary Loan)
classic.searchmobius.org/search/
Items not owned by WU libraries, obtained from other Missouri libraries. Typically arrive within 3-5 business days.

Mouse (optical)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 1-day checkout from the Help Desk.

Muse Brain-Sensing Headband
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

My Catalog
spokane.wustl.edu/patroninfo~S2/
Renewals, requests, catalog searches, reading history.

Newspapers - current issues (level 1, southwest corner)

Off Campus Online Access (Proxy Server)
login.libproxy.wustl.edu/login
libguides.wustl.edu/offcampusaccess

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

Popular Literature (level 1, northwest corner)

Presentation Remote
library.wustl.edu/services/circ/find-cdsdvds/
Available for 1-day checkout from the Help Desk.

Printing
library.wustl.edu/services/technology-in-the-library/

Projector
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Prospector
prospector.coalliance.org/search~S0
Items not owned by WU libraries or MOBIUS, obtained from Colorado and Wyoming libraries.

Proxy Server (Off-Campus Online Access)
login.libproxy.wustl.edu/login
libguides.wustl.edu/offcampusaccess

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

Reference Collection (level 1, southwest shelving)

Research Guides
libguides.wustl.edu/

Reserves
library.wustl.edu/services/reserve/

Scanners (all levels)
library.wustl.edu/services/technology-in-the-library/

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

Study Room - Faculty & Graduate 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 Help Desk.

Study Room - Group Study (levels A, B, 2 & 3)
libguides.wustl.edu/studyrooms

Subject Librarians
Expert research advice and assistance. Individual and group instruction are also available.

Texting (314) 219-1462
library.wustl.edu/ask-us
Available during Help Desk - Reference hours. See also Chat / Instant Messaging.

Thermal Imager (FLIR One)
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

USB-C Cable
Available for 1-day checkout from the Help Desk.

Video Camera
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Videos (VHS) (level B, B021-B024)

View Master Virtual Reality
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Webcam
library.wustl.edu/services/circ/find-cdsdvds/
Available for 5-day checkout from the Help Desk.

Writing Center (level 1) writingcenter.wustl.edu/
One-on-one tutoring to WU students for any writing or public speaking project.
### Subject Librarians

For subjects not listed contact:
Melissa Vetter, Coordinator of Subject Librarians, (314) 935-5079, mvetter@wustl.edu

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Librarian</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>African &amp; African-American Studies</td>
<td>Rudolph Clay</td>
<td>(314) 935-5059</td>
<td><a href="mailto:rudolphc@wustl.edu">rudolphc@wustl.edu</a></td>
</tr>
<tr>
<td>American Culture Studies</td>
<td>Brian Woodman</td>
<td>(314) 935-3301</td>
<td><a href="mailto:woodmanb@wustl.edu">woodmanb@wustl.edu</a></td>
</tr>
<tr>
<td>American History</td>
<td>Rudolph Clay</td>
<td>(314) 935-5059</td>
<td><a href="mailto:rudolphc@wustl.edu">rudolphc@wustl.edu</a></td>
</tr>
<tr>
<td>Anthropology</td>
<td>Jennifer Moore</td>
<td>(314) 935-5492</td>
<td><a href="mailto:j.moore@wustl.edu">j.moore@wustl.edu</a></td>
</tr>
<tr>
<td>Architecture</td>
<td>Rina Vecchiola</td>
<td>(314) 935-7658</td>
<td><a href="mailto:rvecchio@wustl.edu">rvecchio@wustl.edu</a></td>
</tr>
<tr>
<td>Art</td>
<td>Jennifer Akins</td>
<td>(314) 935-4377</td>
<td><a href="mailto:jakins@wustl.edu">jakins@wustl.edu</a></td>
</tr>
<tr>
<td>Art History</td>
<td>Rina Vecchiola</td>
<td>(314) 935-7658</td>
<td><a href="mailto:rvecchio@wustl.edu">rvecchio@wustl.edu</a></td>
</tr>
<tr>
<td>Astronomy</td>
<td>Alison Verbeck</td>
<td>(314) 935-6215</td>
<td><a href="mailto:alison@wustl.edu">alison@wustl.edu</a></td>
</tr>
<tr>
<td>Business</td>
<td>Ron Allen</td>
<td>(314) 935-6739</td>
<td><a href="mailto:allenron@wustl.edu">allenron@wustl.edu</a></td>
</tr>
<tr>
<td>Chemistry</td>
<td>Rob McFarland</td>
<td>(314) 935-4818</td>
<td><a href="mailto:rmcfarland@wustl.edu">rmcfarland@wustl.edu</a></td>
</tr>
<tr>
<td>Chinese &amp; East Asian Studies</td>
<td>Tony Chang</td>
<td>(314) 935-4816</td>
<td><a href="mailto:tchang@wustl.edu">tchang@wustl.edu</a></td>
</tr>
<tr>
<td>Classics</td>
<td>Deborah Katz</td>
<td>(314) 935-4822</td>
<td><a href="mailto:dkatlz@wustl.edu">dkatlz@wustl.edu</a></td>
</tr>
<tr>
<td>Comparative Literature</td>
<td>Brian Vetruba</td>
<td>(314) 935-4824</td>
<td><a href="mailto:bvetruba@wustl.edu">bvetruba@wustl.edu</a></td>
</tr>
<tr>
<td>Earth &amp; Planetary Science</td>
<td>Clara McLeod</td>
<td>(314) 935-4817</td>
<td><a href="mailto:cmcleod@wustl.edu">cmcleod@wustl.edu</a></td>
</tr>
<tr>
<td>Economics</td>
<td>Jessica Kleekamp</td>
<td>(314) 935-6093</td>
<td><a href="mailto:jkleekekamp@wustl.edu">jkleekekamp@wustl.edu</a></td>
</tr>
<tr>
<td>Education</td>
<td>Cheryl Holland</td>
<td>(314) 935-6626</td>
<td><a href="mailto:cholland@wustl.edu">cholland@wustl.edu</a></td>
</tr>
<tr>
<td>Engineering</td>
<td>Lauren Todd</td>
<td>(314) 935-6591</td>
<td><a href="mailto:laurentodd@wustl.edu">laurentodd@wustl.edu</a></td>
</tr>
<tr>
<td>Engineering</td>
<td>Rob McFarland</td>
<td>(314) 935-4818</td>
<td><a href="mailto:rmcfarland@wustl.edu">rmcfarland@wustl.edu</a></td>
</tr>
<tr>
<td>English &amp; American Literature</td>
<td>Kris Helbling</td>
<td>(314) 935-7466</td>
<td><a href="mailto:helbling@wustl.edu">helbling@wustl.edu</a></td>
</tr>
<tr>
<td>Environmental Science</td>
<td>Clara McLeod</td>
<td>(314) 935-4817</td>
<td><a href="mailto:cmcleod@wustl.edu">cmcleod@wustl.edu</a></td>
</tr>
<tr>
<td>European History</td>
<td>Brian Vetruba</td>
<td>(314) 935-4824</td>
<td><a href="mailto:bvetruba@wustl.edu">bvetruba@wustl.edu</a></td>
</tr>
<tr>
<td>European Studies</td>
<td>Brian Vetruba</td>
<td>(314) 935-4824</td>
<td><a href="mailto:bvetruba@wustl.edu">bvetruba@wustl.edu</a></td>
</tr>
<tr>
<td>Film &amp; Media Studies</td>
<td>Brad Short</td>
<td>(314) 935-5529</td>
<td><a href="mailto:short@wustl.edu">short@wustl.edu</a></td>
</tr>
<tr>
<td>Germanic Studies</td>
<td>Brian Vetruba</td>
<td>(314) 935-4824</td>
<td><a href="mailto:bvetruba@wustl.edu">bvetruba@wustl.edu</a></td>
</tr>
<tr>
<td>GIS (Geographic Information Systems)</td>
<td>Jennifer Moore</td>
<td>(314) 935-5492</td>
<td><a href="mailto:j.moore@wustl.edu">j.moore@wustl.edu</a></td>
</tr>
<tr>
<td>Interdisciplinary Project in the Humanities</td>
<td>Brian Vetruba</td>
<td>(314) 935-4824</td>
<td><a href="mailto:bvetruba@wustl.edu">bvetruba@wustl.edu</a></td>
</tr>
<tr>
<td>Islamic &amp; Near Eastern Studies</td>
<td>AJ Robinson</td>
<td>(314) 935-5714</td>
<td><a href="mailto:robinson.a@wustl.edu">robinson.a@wustl.edu</a></td>
</tr>
<tr>
<td>Japanese &amp; Korean Studies</td>
<td>Ryuta Komaki</td>
<td>(314) 935-5155</td>
<td><a href="mailto:rkomaki@wustl.edu">rkomaki@wustl.edu</a></td>
</tr>
<tr>
<td>Jewish &amp; Near Eastern Studies</td>
<td>Deborah Katz</td>
<td>(314) 935-4822</td>
<td><a href="mailto:dkatlz@wustl.edu">dkatlz@wustl.edu</a></td>
</tr>
<tr>
<td>Latin American Studies</td>
<td>Daria Carson-Dussán</td>
<td>(314) 935-4581</td>
<td><a href="mailto:carson-dussan@wustl.edu">carson-dussan@wustl.edu</a></td>
</tr>
<tr>
<td>Law – Foreign, Comparative &amp; International</td>
<td>Tove Klovning</td>
<td>(314) 935-6443</td>
<td><a href="mailto:tklovning@wulaw.wustl.edu">tklovning@wulaw.wustl.edu</a></td>
</tr>
<tr>
<td>Law &amp; Public Services</td>
<td>Dorie Bertram</td>
<td>(314) 935-6484</td>
<td><a href="mailto:bertram@wulaw.wustl.edu">bertram@wulaw.wustl.edu</a></td>
</tr>
<tr>
<td>Library Science</td>
<td>Cheryl Holland</td>
<td>(314) 935-6626</td>
<td><a href="mailto:cholland@wustl.edu">cholland@wustl.edu</a></td>
</tr>
<tr>
<td>Life Sciences</td>
<td>Ruth Lewis</td>
<td>(314) 935-4819</td>
<td><a href="mailto:rlewis@wustl.edu">rlewis@wustl.edu</a></td>
</tr>
<tr>
<td>Linguistics</td>
<td>Daria Carson-Dussán</td>
<td>(314) 935-4581</td>
<td><a href="mailto:carson-dussan@wustl.edu">carson-dussan@wustl.edu</a></td>
</tr>
<tr>
<td>Mathematics</td>
<td>Ruth Lewis</td>
<td>(314) 935-4819</td>
<td><a href="mailto:rlewis@wustl.edu">rlewis@wustl.edu</a></td>
</tr>
<tr>
<td>Music</td>
<td>Brad Short</td>
<td>(314) 935-5529</td>
<td><a href="mailto:short@wustl.edu">short@wustl.edu</a></td>
</tr>
<tr>
<td>Performing Arts</td>
<td>Brad Short</td>
<td>(314) 935-5529</td>
<td><a href="mailto:short@wustl.edu">short@wustl.edu</a></td>
</tr>
<tr>
<td>Philosophy</td>
<td>Deborah Katz</td>
<td>(314) 935-4822</td>
<td><a href="mailto:dkatz@wustl.edu">dkatz@wustl.edu</a></td>
</tr>
<tr>
<td>Philosophy-Neuroscience-Psychology (PNP)</td>
<td>Melissa Vetter</td>
<td>(314) 935-5079</td>
<td><a href="mailto:mvetter@wustl.edu">mvetter@wustl.edu</a></td>
</tr>
<tr>
<td>Physics</td>
<td>Alison Verbeck</td>
<td>(314) 935-6215</td>
<td><a href="mailto:alison@wustl.edu">alison@wustl.edu</a></td>
</tr>
<tr>
<td>Political Science</td>
<td>Jessica Kleekamp</td>
<td>(314) 935-6093</td>
<td><a href="mailto:jkleekekamp@wustl.edu">jkleekekamp@wustl.edu</a></td>
</tr>
<tr>
<td>Psychology</td>
<td>Melissa Vetter</td>
<td>(314) 935-5079</td>
<td><a href="mailto:mvetter@wustl.edu">mvetter@wustl.edu</a></td>
</tr>
<tr>
<td>Public Health</td>
<td>Susan Fowler</td>
<td>(314) 935-8644</td>
<td><a href="mailto:Fowler@wustl.edu">Fowler@wustl.edu</a></td>
</tr>
<tr>
<td>Religious Studies</td>
<td>AJ Robinson</td>
<td>(314) 935-5714</td>
<td><a href="mailto:robinson.a@wustl.edu">robinson.a@wustl.edu</a></td>
</tr>
<tr>
<td>Romance Languages &amp; Literatures</td>
<td>Daria Carson-Dussán</td>
<td>(314) 935-4581</td>
<td><a href="mailto:carson-dussan@wustl.edu">carson-dussan@wustl.edu</a></td>
</tr>
<tr>
<td>Russian Studies</td>
<td>Masha Sapp</td>
<td>(314) 935-4820</td>
<td><a href="mailto:msapp@wustl.edu">msapp@wustl.edu</a></td>
</tr>
<tr>
<td>Scholarly Communications</td>
<td>Ruth Lewis</td>
<td>(314) 935-4819</td>
<td><a href="mailto:rlewis@wustl.edu">rlewis@wustl.edu</a></td>
</tr>
<tr>
<td>Science (General)</td>
<td>Ruth Lewis</td>
<td>(314) 935-4819</td>
<td><a href="mailto:rlewis@wustl.edu">rlewis@wustl.edu</a></td>
</tr>
<tr>
<td>Social Work</td>
<td>Lori Siegel</td>
<td>(314) 935-4064</td>
<td><a href="mailto:lsiegel@wustl.edu">lsiegel@wustl.edu</a></td>
</tr>
<tr>
<td>Sociology</td>
<td>Jessica Kleekamp</td>
<td>(314) 935-6093</td>
<td><a href="mailto:jkleekekamp@wustl.edu">jkleekekamp@wustl.edu</a></td>
</tr>
<tr>
<td>South Asian Studies</td>
<td>AJ Robinson</td>
<td>(314) 935-5714</td>
<td><a href="mailto:robinson.a@wustl.edu">robinson.a@wustl.edu</a></td>
</tr>
<tr>
<td>Urban Studies</td>
<td>Rudolph Clay</td>
<td>(314) 935-5059</td>
<td><a href="mailto:rudolphc@wustl.edu">rudolphc@wustl.edu</a></td>
</tr>
<tr>
<td>Women, Gender, and Sexuality Studies</td>
<td>AJ Robinson</td>
<td>(314) 935-5714</td>
<td><a href="mailto:robinson.a@wustl.edu">robinson.a@wustl.edu</a></td>
</tr>
</tbody>
</table>
Printing

Full-time Students
- **First-time users** must activate their account via WebSTAC (Campus Card on the menu).
- Printing is initially paid for through a student's annual printing quota.
- Thereafter printing is paid for through Campus Card/Bear Bucks.
- **Annual Printing Quotas** (July 1 – June 30):
  - All Danforth campus students (except University College) automatically receive $5 for printing.
  - Residential (dorm) students automatically receive an additional $40.
  - Some Brown School, Business, Engineering, and Law students receive an additional amount depending on the program they are enrolled in.
- **Bear Bucks** may be added via WebSTAC ($10 minimum), Guest Deposit (debit or credit card only, $10 minimum) [https://acadinfo.wustl.edu/eTransact/](https://acadinfo.wustl.edu/eTransact/) or in person at Campus Card Services (cash or check only), Olin Women’s Building basement, (314) 935-8800.

University College & Part-Time Students
- **First-time users** must set up and add funds (cash or check only) to their account by visiting Campus Card Services, Olin Women’s Building basement, (314) 935-8800.
- After the initial account set up funds have been depleted additional funds may be added via Guest Deposit (debit or credit card only, $10 minimum) [https://acadinfo.wustl.edu/eTransact/](https://acadinfo.wustl.edu/eTransact/) or in person at Campus Card Services, Olin Women’s Building basement, (314) 935-8800.

Laptop Printing
**First-time users** must install printing software from STS: [http://sts.wustl.edu/services/printing/](http://sts.wustl.edu/services/printing/)
After installing the software and sending your first Print command, when prompted to enter your WUSTL Key, add accounts\ prior to your username. Example: accounts\taylor.smith

Library Computer Printing
1. Log into a library computer with your WUSTL Key.
2. Open your document and send your Print command.
   - Change any settings in the Printer Properties menu (color, single-sided, etc.), then press Print.
3. Log into any printer with your WUSTL Key, press Print Release, then press Print.

Email Documents Directly To The Printer
**Note**: This method will only print black & white, double-sided.
1. Log into your WU email account.
2. Send your document as an attachment to print@wustl.edu

Color Printing
All printers print in color. After sending your Print command, the settings must be changed in the Printer Properties menu, the Color tab, by unchecking “Print in Grayscale”.

Single-Sided Printing
After sending your Print command, the settings must be changed in the Printer Properties menu, the Finishing tab, by unchecking “Print on both sides”.

Cost
**Note**: Printers are default set to print black & white, double-sided.

<table>
<thead>
<tr>
<th>Setting</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>double-sided B&amp;W</td>
<td>6¢</td>
</tr>
<tr>
<td>single-sided B&amp;W</td>
<td>4¢</td>
</tr>
<tr>
<td>double-sided Color</td>
<td>40¢</td>
</tr>
<tr>
<td>single-sided Color</td>
<td>25¢</td>
</tr>
</tbody>
</table>

Refunds
A full-time staff member at the Help Desk can refund a print job for various reasons.