

LIBRARY SERVICES

Containing more than 100,000 books, periodicals, and video visual materials, the Orange Coast College Library supports and enriches the quality of the College's educational program. Check the Library website for hours of operation. The Library is closed during all school holidays. Remote access to the Library's online catalog and full-text databases is available through the Library website at www.orangecoastcollege.edu/library (<http://www.orangecoastcollege.edu/library/>)

An OCC student ID card acts as a Library card is required to check out Library materials. Circulating books may be checked out for a three-week period and renewed once if not on hold. Fines are \$0.25 per day per book up to a maximum of \$10. Reserve material will be found at the circulation desk and may be checked out for a limited time, usually two hours. In addition, the Library has established a textbook collection for the students, funded by the OCC Foundation, with a generous bequest from former OCC faculty member Shirley Brooke. Students may use a textbook in this reserve collection for two hours in the Library. Fines vary depending on whether the material is a reserved item, a circulating book, or a media item. Library materials may be returned in the book bin in Parking Lot E or at the front of the Library. Materials not found in the Library may, in some cases, be requested by students from libraries in the Cal-West Consortium and by faculty from libraries throughout the United States. Inquire at the reference desk for more information.

The media/computer lab department provides instructional videos, language resources, and a computer lab with access to the Internet and software for word processing, and other programs. Media reserves may be viewed in the Library or checked out overnight.

Reference librarians are available to teach and guide students in using the numerous print and online resources provided by the Library. The Library offers a transferable two-unit class (LIB A100, Library and Information Competency) designed to develop research skills.