



The Library

The Boston College library is on the first floor, directly above Reception in the Rochford Campus. There is additional book provision at the Peter Paine Sports Centre, Sam Newson Music Centre and Spalding Library. As a student of Boston College, you have access to resources from any of these locations.

The Library provides study facilities and resources for all courses. There is a mixture of study areas, access to PCs and colour printing, copying and scanning. Our iZones offer an alternative more casual study space away from the busy main Library. Library resources can also be found at Peter Paine Sport Centre, Sam Newsom Music Centre and the Spalding Campus.

University Level Students

Our University Level Students have access to a Silent Study space, which can also be booked by students for group work or practicing presentations. Laptops and iPads are available for use within the Silent Study space.

Library Staff

Tiffany Smith, is our College Librarian and is responsible for library services, resources and learning facilitation across all campuses. Mandy Beckford, is our resident Academic Achievement Coach. She runs workshops that support your study skills such as referencing, academic writing and presentations. In addition, she is available for personal support on the above workshop topics and more.

Facilities

A student Wi-Fi system is provided so you can work from your own laptops to research online and study. Please ask a member of staff for more information.

We have 70 computers and two Apple Macs available to use. The computers are available on a drop-in basis throughout the day. Please check-in at the Library Counter when you arrive to book onto a machine. There are a number of laptops available for hire at a small charge.

You will receive a monthly printing allowance, should you exceed that, printing credit is available for purchase at the Library Counter.

In addition to the book stock, the Library also offer journals, both print and digital format - chosen to coordinate with your course. Ebooks and ejournals are also available for research purposes. Details of our resources can be found via Moodle or by asking a member of Library Staff.

Learning Facilitators are in place to support you with a range of issues such as accessing resources, IT support, assignment help, and much more - Please feel free to ask for assistance.

Behaviour Policy

The Library has a clear behaviour policy. It is expected that all should be able to work in a clean, comfortable environment, free from disruptions and damage. It is a food and drink free zone and we would ask you to be aware of fellow students and to keep noise to a minimum.

Groups of students must be accompanied by an academic member of staff.

How to borrow from us

Your Student ID card is also your library card. You must have this to borrow any items from the Library. You must also have your ID card to book onto a computer, access is denied without it.

Students and staff may borrow up to six items at a time, if you are on a FE course or nine if you are on a University Level course. If the item has not been reserved you can renew it in person, by telephone (01205 365701 Ext. 3230) or by email at library@boston.ac.uk .

Remember, don't let anyone else use your card. You are responsible for all books and resources (including laptops) issued on your card.

Books are generally loaned for:

- Textbooks, 12 weeks
- General book stock, four weeks
- DVDs, two days

Reserving a Book

If a book is out on loan you can reserve it to be held for you when it is returned. You can do this in person, by phone or by email. A member of library staff will phone and let you know when it is available for collection.

Loaning a Laptop

Laptops are available for use in the Silent Study space. They are available from the counter and must stay within the Library. Students are responsible for the security and care of laptops while on loan. There are also laptops available for loan outside of the Library at a cost of £2 per night, if you are under 18 you will need a parent or guardian to accept responsibility.

Online Resources

We provide access to ebooks and journals that can be accessed in the Library or off campus.

- Ebooks, www.jisc.ac.uk/e-books-for-fe
- Online Journals, www.tandfonline.com

Computers and Printing in the library

Printing is available from all computers. Both black and white, and colour are available. Students can send printing from anywhere in the College to pick up in the Library. The printer also offers the facility to photocopy and scan.

Printing Costs

Each student will be given £2 of printer credit per month. If the £2 is not used up it will roll over and be added to the following months credit.

		Single side	Double sided
A4	Black and White	£0.05	£0.08
A4	Colour	£0.12	£0.20
A3	Black and White	£0.11	£0.18
A3	Colour	£0.21	£0.32

Contact Us

- Telephone, 01205 365701 Ext. 3230
- Email, library@boston.ac.uk

The Library Opening Times

Term Time

Monday	8:30am - 6:00pm
Tuesday	8:30am - 7:00pm
Wednesday	8:30am - 6:00pm
Thursday	8:30am - 6:00pm
Friday	8:30am - 4:30pm

Holiday

Half Terms	9:00am - 3:00pm
Christmas	Closed
Easter (1st week)	9:00am - 3:00pm
Easter (2nd week)	Closed
Summer (subject to staff availability, full dates will be displayed in the Library)	9:00am - 3:00pm