

Facilities and Resources Guide for Boston College

College Name:	Boston College, Boston College Learning Resource Centre Boston, Lincs
Contact Details:	Tiffany Smith – Learning Resource Centre Manager Library-Staff@boston.ac.uk

Opening Hours:	Rochford Campus Rochford Learning Resource Centre		De Montfort Campus De Montfort Learning Resource Centre	
	Monday	8.30am – 7.00pm	Monday	8.30am – 5.00pm
	Tuesday	8.30am – 7.00pm	Tuesday	8.30am – 5.00pm
	Wednesday	8.30am – 7.00pm	Wednesday	8.30am – 5.00pm
	Thursday	8.30am – 7.00pm	Thursday	8.30am – 5.00pm
	Friday	8.30am – 4.30pm	Friday	8.30am – 4.30pm
<i>During vacations opening hours will change</i>				

Access/Location:	Boston College LRC, Rochford Campus, Skirbeck Road, Boston, Lincs, PE21 6JF De Montfort Campus, Mill Road, Boston, Lincs, PE21 0HF Detailed directions to both sites are available on the College's website at www.boston.ac.uk
Borrowing and Membership: <i>Whilst using this service you must comply with the LRC code of conduct (Copies of this are displayed in the library)</i>	Membership is through the college ID card. There is no charge for joining, simply bring your ID card to the counter when you want to borrow items. If you are a further education student you may borrow a total of 6 items, higher education students can have 9 library loans. Standard loans are available for 4 weeks, Textbooks are available per term and dvds are loaned for 2 nights. We also offer Laptop rental for a charge.
Photocopying:	There are photocopiers situated in each LRC and these are operated by the use of cards which can be purchased from the LRC. Colour copying can be done at the De Montfort campus. Copyright guidelines are available
Computer Catalogue:	All of the items in the LRC have been catalogued which makes them easy to find on the O.P.A.C (On-Line Public Access Catalogue) this is available on any computer in the college. If you require help, there is an information sheet available in the L.R.C.
Resources:	Provide an appropriate collection of materials to meet your course work needs, including selected text books, periodicals and DVDs, which reflect the subjects taught at the college from foundation studies through to GCSEs and A Levels, vocational qualifications, professional studies and higher education courses. Attempt to obtain required, non-stock items by purchase or inter-library loan.
Other Facilities and Resources	We subscribe to a wide range of magazines and newspapers, and stock a small amount of stationery such as pens, pencils and memory sticks for purchase.
Guides and Leaflets:	A range of guides and information leaflets are available and displayed at both sites or you can visit our moodle page on http://moodle.boston.ac.uk