

COLLEGE OF THE DESERT LIBRARY IN A NUTSHELL

Service Desk: 760.773.2563

Hours: Monday-Thursday: 8:00 am to 8:00 pm
Friday: 8:00 am to 5:00 pm

Closed Weekends, College Holidays and when classes are not in session.

Location: The library is located in the Multi-Agency Library building on the south side of campus, adjoining the Palm Desert Public Library.

Services and Resources available:

- Reference service and help for students doing research
- 50,000+ volume collection & 65 print periodical titles
- Course textbooks on reserve for in-library use
- Electronic access to 26,000+ eBooks through EBSCOhost
- Newspaper, journal and magazine databases for full-text articles
- Off-campus access to all Library electronic resources for currently enrolled COD students—go to www.collegeofthedesert.edu, click on “Library”, choose *Electronic Resources/Databases* and follow log-in instructions
- Group study rooms and quiet study area
- Group library instruction by faculty request
- Individual student instruction by student request
- Photocopiers—discount copy cards available
- Microfilm, video, DVD & audio equipment

Computer services include:

- 54 computers available for student use with b&w printing at \$.10/page
- Two adaptive computer workstations
- Internet & email access
- Word processing, business applications and academic programs available
- Access to the all of the Library’s online resources and databases

Requirements for computer use:

- Current enrollment at COD
- Possess current COD Library card (first card each semester is free)
- Students need to bring their own memory storage device

Checkout Policies:

Circulation Desk: 760.346.6552

- Circulating items checkout for two weeks and may be renewable (8 items maximum)
- Overdue fines are \$.25 per day per item. The fee for a lost or severely damaged item is the current market value plus a \$25 processing fee
- Reference books & periodicals do not check-out--*they are for in- library use only and have no time limit*
- Course textbooks are on reserve for in-library use only and check-out for two hours—Late fine is \$1.00 per hour or any portion of an hour

**UNPAID LIBRARY FINES WILL RESULT IN HOLDS PLACED ON
STUDENT RECORDS AND TRANSCRIPTS**