

ICICS/Computer Science Reading Room

**for Graduate students,
Faculty and Staff**



September 2024

Welcome to the ICICS/Computer Science Reading Room

Access

Graduate students, faculty and staff with card or fob access may use the room 24 hours a day, 7 days a week. If you are not a CS grad student or faculty, contact the Reading Room Coordinator (rdngroom@cs.ubc.ca) to request access.

When you use the Reading Room after hours, please remember:

- Keep the doors shut. If the alarm sounds, ensure that the doors are closed properly.
- Do not open the door for anyone—all users with permission to enter after hours will have their own authorized access.
- Sign out any material that you remove from the room.
- Use the room and materials responsibly and ensure others do as well. Please notify staff of any problems.

Equipment

- We have a public computer workstation. If you have a Computer Science department ID, you may use it to log on and access your files. Otherwise, there is a public logon available.
- A scanner is attached to the workstation.
- The Reading Room does **not** offer photocopying or printing services. If logged on with your CS department ID, you may print to CS department printers.
- Other equipment available includes calculator, eReaders and headphones.

Finding Books

- Check the **Reading Room Catalogue** to find books, and more.
- Check the catalogue item record for location notes, such as Reference or Course Reserve.
- If you can't find a book on the shelf, note the call number (located on book spine) and ask Reading Room staff to check.
- If you would like to place a **hold** on a book that is signed out, we will take your email address and notify you when the book is available.

UBC Computer Science Theses

- Theses are available in electronic format from **ciRcle**, UBC's institutional repository
- Print copies of theses from 1968—May 2006 are available in the Reading Room along with some thesis proposals.
- For more information on locating UBC and other theses or writing and submitting theses, see our *Theses* webpage under *Research & Publications*.

Notes for Instructors and TAs

- Please contact us with book purchase requests or suggestions. If the material is for a course, try to contact us a month before the start of the course.
- If you would like material to be placed on Course Reserve (short-term or restricted loan), try to contact us two weeks before the start of the course.
- TAs should contact the departmental office or course instructor to obtain a teaching copy of a course textbook.

Other materials at UBC

- The Reading Room is not part of the UBC Library. The Science & Engineering reference desk and Computer Science liaison librarian are in the Woodward Library. Library books in computer science can also be found in the I.K. Barber Learning Centre.
- The Library provides an InterLibrary Loan service for materials not available at UBC. The closest locations for pickup are the Education Library and Woodward Library.

Requesting material for pickup

- You may request items from our physical collection. Check the catalogue and email us with the title and call number.
- You will be notified when your request is ready and available for pickup from the designated table at the Reading Room.
- Only pick up your own request. If you need someone else to pick up for you, please let us know.
- The material will be signed out to you & the due date will be indicated inside. Please return on time, or contact us to renew.



ICICS/Computer Science Reading Room

The Reading Room currently has part-time, staffed [opening hours](#).

What we offer

The ICICS/CS Reading Room provides dedicated, in-house information resources and assistance for the [Department of Computer Science](#) and the [Institute for Computing, Information and Cognitive Systems](#):

- [Current core collection](#) of books, journals, theses, videos and more
- [Electronic resources](#) available online
- [Course Reserves](#) for CPSC and other related courses

Staff

The ICICS/CS Reading Room currently has one part-time staff to help you:

- Nobu Kawaguchi, Reading Room Coordinator

Contact Us

- Phone: [604-822-2017](tel:604-822-2017)
- Email: rdngroom@cs.ubc.ca

Mailing address:

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www.cs.ubc.ca/rr



bit.ly/RRcatalogue

UBC Archives, Bibliographies and Reading Rooms

[Simple Keyword Search](#) [Advanced Keyword Search](#) [Subject Browse](#) [Author Browse](#) [Search History](#)

Search: within

At this Location:

Records per page:

Keyword (relevance ranked)
Keyword (relevance ranked)
Keyword (use AND, OR, NOT, or "a phrase")
Title Keyword
Title (begins with)
Journal Title (begins with)
Author Keyword
Subject Keyword
Call Number Browse

Keyword Search Tips: use quotes to search phrases: "climate change", use ? to

UBC Archives, Bibliographies and Reading Rooms

[Simple Keyword Search](#) [Advanced Keyword Search](#) [Subject Browse](#) [Author Browse](#) [Search History](#)

Search: any of these within

AND

any of these within

AND

any of these within

Year: ☐ Current Material

☐ From To

Location:

Place:

Type:

Status:

Format:

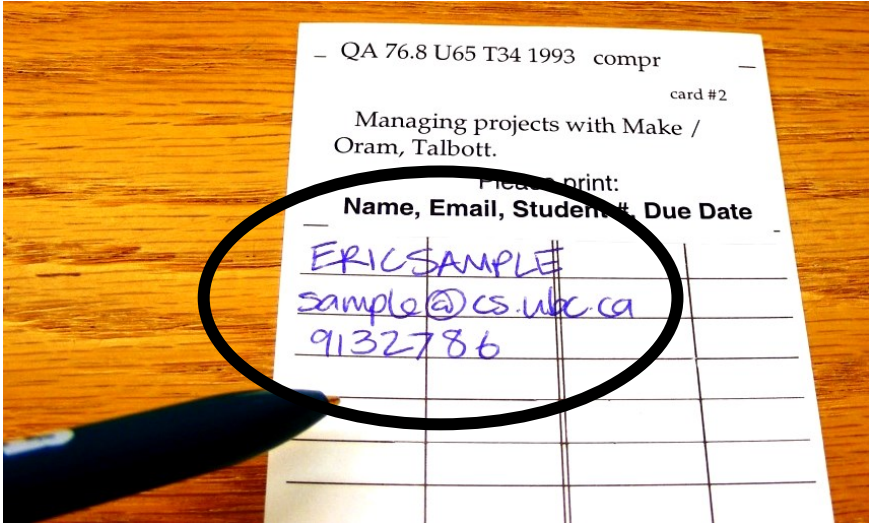
Language:

Records per page:

Search Tips: Follow the form prompts to construct a Boolean search. Use the "Search:" box to enter terms, select the relationship of terms to the right of the search box. Use the "within" menu to search for the terms in a particular field. To combine sets, choose the operator you want: AND, OR, NOT. Select filters as desired. Then click the Search button to complete your search.

Signing Out Books

1. Find sign out card in back of book.
2. Print your **name**, **email address** and **student number**.
Stamp card with due date.



3. Leave card in sign out box.
4. Stamp due date slip in book.
5. Return or renew by due date.

Signing Out Journals, etc.

When signing out journals and other materials that don't have sign out cards included, fill out a pink slip with:

- Title
- Volume, issue and date (or call number)
- Your name, email address and student number.
- Stamp slip and leave in sign out box.
- Return or renew by due date.

Loan Regulations

- Books, journals, proceedings, and CDs may be signed out for **4 weeks (subject to recall)**.
- Renew or return all material directly to the Reading Room by the due date.
- Renew by emailing the title and call number to **rdngroom@cs.ubc.ca**.
- There is a **book return** near the front counter and a book return slot outside the front door.
- Please do not return Reading Room material to the Library and do not return Library materials to the Reading Room.
- You are responsible for keeping track of, renewing and returning all Reading Room material.
- Users may be **charged** for material that is lost, damaged or not returned upon request.

Term loans

- Computer Science and ICICS-affiliated graduate students, faculty and staff (in good standing with the Reading Room) may sign out material on term loan.
- Term loans are due on the last day of the month of the current term.
- Term loans are **subject to recall** at any time. If you are going to be away from campus or out of town, please return Reading Room materials.
- Course Reserve, Reference and some other materials may not be signed out on term loan.

Course Reserves

Some materials may be placed on Course Reserve for short-term or restricted loan.

Check the list of current Course Reserves online or search the Reading Room catalogue for the course number.

1-Week Loans

- Ask at our front counter, during opening hours
- May be signed out for **7 days**
- You may **request pickup** of course reserve items. The items will be signed out to you for 7 days, from date of notification and you will have 2 business days to pick up from the designated table.
- Request **renewal** by emailing rdngroom@cs.ubc.ca
- **Return** by due date

Library Use Only material

- Ask at our front counter, during opening hours. We will hold your student ID while you have the material.
- Please use material in the Reading Room





www.cs.ubc.ca/rr

Reading Room catalogue

Electronic resources

Opening hours

Newsletter

rdngroom@cs.ubc.ca

Information and assistance

Reference questions

Renewals

[www.facebook.com/](https://www.facebook.com/ICICS.CS.ReadingRoom)

ICICS.CS.ReadingRoom

[www.instagram.com/](https://www.instagram.com/icics.cs.readingroom)

icics.cs.readingroom

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