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 (due at noon)
- 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 and time

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
Finding Books

- Check the Reading Room Catalogue to find books in the ICICS/Computer Science Reading Room.
- 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 it is signed out.
- 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.

eBooks

- Check our eBooks webpage under Books & Journals for information on ebook collections.
- Some eBook collections may only be read online. Others may allow some downloading and printing.
- eReaders (Kindle and Kobo), preloaded with eBooks, are available for loan. The lists of titles are online.

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.
- Some B.Sc. honours essays and thesis proposals are also available.

Loan Regulations

- Books, journals, and videos may be signed out for 4 weeks (subject to recall). Renew or return all material by the due date.
- Renew by emailing the title and call number to rdngroom@cs.ubc.ca.
- Return all material directly to the Reading Room. There is a book return near our front counter and a book return slot outside our 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 or not returned upon request.

Information & Assistance

- Please see Reading Room staff for reference and information assistance during opening hours.
- Or contact us by email for assistance: rdngroom@cs.ubc.ca.
- For live virtual assistance, please join our Zoom drop-in sessions. See our website for link and times.
- Check our website for bibliographies and subject guides to get started on a topic.
Signposting

1. Find sign out card in back of book.
2. Print:
   your name
   email address
   student number
3. Stamp card with due date*.
4. Leave card in sign out box.
5. Stamp due date slip in book.
6. Return or renew by due date.
   *When signing out Course Reserves, you will be provided with a due date and time.

Other Materials & Services at UBC
- The Reading Room is not part of the UBC Library, but we may provide links to their website and catalogue.
- The Science and Engineering reference desk and the Computer Science liaison librarian are in the Woodward Library, along with science and applied science books, journals and course reserves.
- Many computer science and mathematics materials and course reserves are available 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 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.

Book signout is self-serve, but do not hesitate to ask if you have any questions or require assistance.
ICICS/Computer Science Reading Room

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 (ICICS).

- **Current:** Access to books, journals, theses, videos, and more.
- **Electronic Resources:** Available online or on-campus in workstations.
- **Course Resources:** For ICICS and CS and related courses.
- **Library Reference:** Information and research assistance during open hours (by email).

- Access to computers, equipment, and individual study space during open hours (and 24/7 for graduate students, faculty, and researchers).

We are located in the Independent UBC Reading rooms:

**Opening Hours**

The Reading Room is open Monday to Friday, unless otherwise indicated. Opening Hours may also be posted on our doors in the room.

**Location**

The Reading Room is located on the 2nd floor of the ICICS/CS building. A map is available to help you find your way.

**Staff**

The Reading Room has two part-time staff to help you:

- **Barbara Koh, Reading Room Coordinator**
- **Mary Ann Lund, Reading Room Assistant**

The Reading Room Committee is an advisory committee with staff, faculty, and student representatives.

**Contact Us**

- **Phone:** 604.822.2377
- **Fax:** 604.822.5405
- **Email:** icsreadingroom@ubc.ca

Mailing Address:

ICICS/Computer Science Reading Room

UNIVERSITY OF BRITISH COLUMBIA

Department of Computer Science

262-2266 Main Mall

Vancouver, BC

V6T 1Z4

[UBC Archives, Bibliographies and Reading Rooms](http://www.cs.ubc.ca/rr)

**Simple Keyword Search**

Search:

- any of these
- within

**Extended Keyword Search**

- AND
- any of these

**Subject Browse**

- any of these

**Author Browse**

- any of these

**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 “add” button 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.
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2. Print:
   - your name
   - email address
   - student number

3. Stamp card with due date*.

4. Leave card in sign out box.

5. Stamp due date slip in book.

6. Return or renew by due date.

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Welcome to the ICICS/Computer Science Reading Room

Opening hours

- Opening hours can be found posted on the Reading Room doors and on our website at www.cs.ubc.ca/rr.
- The Reading Room is closed on weekends, statutory holidays and other days, as posted.

Equipment

- We have a public computer workstation. Log on with the posted public ID.
- A scanner is attached to the workstation.
- Use an internet email account to send yourself files, or save files to your own USB drive.
- We have eReaders (pre-loaded with books) and a scientific calculator available for loan.

Photocopying and Printing

- The Reading Room does not offer photocopying or printing services.
- Photocopiers are available at UBC Libraries (including Barber, Education, Koerner & Woodward) and Copiesmart (University Centre, Village).
- Printers are available in the Undergrad labs in rooms ICCS 002 and X335 (requires UBC PayForPrint account).
ICICS/Computer Science Reading Room

for Undergraduate students, non-Departmental users and Visitors

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/ICICS.CS.ReadingRoom

@ICCSReadingRoom

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