

Group Viewing Room Policies

- 3-person minimum at all times. Students must leave their IDs at the LRC desk.
- The key will be checked out to one student who is responsible for the room. Report problems to staff immediately.
- Room keys are due in three hours.
- Keys must remain in the LRC.
- After three hours, the group may continue to renew the room until another group needs it.
- The outer door between 301 & 305 is not to be used as an entry/exit point when Learning Resources is open.
- When the LRC is closed, keys are returned to, or checked out from, the Circulation window on the 2nd floor.
- Keys must be returned 15 minutes before the Library closes.
- Drinks are permitted in sealable bottles or mugs. No disposable cups, aluminum cans, or containers without tops.
- No food.
- Violators of these policies will not be permitted to stay.
- Scott Memorial Library is not responsible for items left unattended in viewing rooms or other public areas.

Group Viewing Room Information

Three small-group viewing rooms are available in the Scott LRC. A minimum of 3 people is required at all times, and rooms can accommodate up to 8. Each room is equipped with a table, a 42" display for videos and online content, a blackboard, and a 3D-stereo workstation.

- Call 215-503-8407 or stop by the LRC to reserve a room for up to 3 hours.

◦ Viewing Room Hours

Mon – Thurs 8 a.m. – 11:45 p.m.
 Friday 8 a.m. – 9:45 p.m.
 Saturday 11 a.m. – 6:45 p.m.
 Sunday 10 a.m. – 11:45 p.m.