# Welcome 2011!

We were busy over winter break! We cleaned, reupholstered and repaired many pieces of furniture; installed a new railing on the main staircase; did extensive waterproofing on parts of the building; and painted and repaired several restrooms. Hope you enjoy the upgrades!

## Do you have my textbook?

Students often ask if the library owns the textbook for a course. In most cases, we do not have course textbooks unless they

have been placed on course reserve by a professor (see below). You can always search the library catalog to check our holdings.



### Library Tip: Course Reserves

Course reserve books may be checked out (usually for 2 or 4 hours) from the library main service desk. When you request a book, please be prepared with the course name, professor's name, and the book title. Electronic course reserves are accessible through the library website.

#### **Rare Books & Special Collections**

Occasionally you may find a book in the library catalog located in Special Collections or the Rare Book Room. Plan ahead! Visit the library service desk to fill out a request form. Books will be retrieved by library staff, and you can view them at a designated table in the library.

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http://library.richmond.edu/about/ boatwright-newsflush.html