

## HOW TO CONTACT US:

Dee Magnoni  
Library Director  
Phone: 781-292-2389  
[dianna.magnoni@olin.edu](mailto:dianna.magnoni@olin.edu)  
IM: dmlibrarian

Lydia Zeglarsky  
Public Services Librarian  
Phone: 781-292-2386  
[lydia.zeglarsky@olin.edu](mailto:lydia.zeglarsky@olin.edu)  
IM: LydiaGd

Kelly McDaniel  
Digital Services Librarian  
Phone: 781-292-2385  
[kelly.mcdaniel@olin.edu](mailto:kelly.mcdaniel@olin.edu)  
IM: KellyDSL Librarian

General Library Phone Number:  
781-292-2390

General Library Fax Number:  
781-292-2388

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Email [suggestions.library@olin.edu](mailto:suggestions.library@olin.edu) to suggest a book for purchase.

Email [reserves.library@olin.edu](mailto:reserves.library@olin.edu) to ask a question about reserves or to submit a request for materials to be placed on reserve.

Email [reference.library@olin.edu](mailto:reference.library@olin.edu) with ready-reference questions or to request a research consultation.

Email [interlibrary.loan@olin.edu](mailto:interlibrary.loan@olin.edu) to request materials not owned by Olin College Library. Or fill out the Interlibrary Loan Request form on the library website: <http://library.olin.edu>.

# LIBRARY GUIDE

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## Mission

The library furthers Olin College's mission by selecting, developing, deploying, and managing resources and services that foster independent thought, learning, and innovation while cultivating the human element in engineering design and pedagogy.

## Aspiration

The Library strives to embody Olin's philosophy of innovation in engineering and continual improvement by 1) designing systems for the cultivation of independent thought, research skills, the human element in engineering design and pedagogy, and lifelong learning; 2) creating new and strengthening existing partnerships to broaden the scope of the library's resources; and 3) leveraging emerging technologies & practices to serve Olin and the broader learning community. The library seeks to create transparency in resource discovery and facilitate the educational goals of the College and engineering education.

## Franklin W. Olin College Library

1000 Olin Way  
Needham, MA 02492-1200  
Phone: 781-292-2390  
Fax: 781-292-2388  
[library@olin.edu](mailto:library@olin.edu)  
<http://library.olin.edu>

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## LIBRARY SERVICES:

The library is staffed from 9 a.m. – 5 p.m., Monday through Friday. The facility is open to members of the Olin community 24 hours a day, 7 days a week, by using an ID card. Access to electronic library resources and more information on library services and policies can be found on the Library's Portal at: <http://library.olin.edu>.

The library provides access to a **collection of books, journals, indexes, databases, and other resources** in electronic and print formats. Subject areas include engineering, science, technology, math, physics, art, photography, design, creativity, and pedagogy. Print resources can be searched in the catalog at <http://library.olin.edu/catalog.aspx>. Books may be borrowed for four weeks using the self-checkout machine.

Through **agreements with other area college libraries**, Olin community members may borrow and access materials from Babson and Wellesley Colleges.

**Reference assistance** is provided via drop-in, e-mail, IM or scheduled appointments.

**Research consultations** can be scheduled for individuals or teams. Help with database use and other in-depth instruction is available. Library, subject, database, and course guides are under continuous development and are available on the library website.

The library can acquire or borrow materials (books/articles) from other libraries or document providers through **interlibrary loan** or **document delivery** services.

**Course support** is available through reserves, course-specific resource guides, tailored library instruction, web page development, bibliographic analysis of student work over time, and curriculum or assignment development involving information literacy.

**Information fluency** is promoted through library instruction. Online modules for competency-level research skills are being developed in support of college-wide academic goals. In-class customized library instruction can be requested by faculty.

The library develops **educational exhibits** in the library that promote college ideals and highlight curriculum-related themes or special topics of interest.

The library serves as a resource to inform the Olin community about current issues and hot topics such as **copyright guidelines**.

## DIRECTORY:

### FIRST FLOOR

- Art & Photography collections
- Atlases
- CD's, DVD's and videos
- Chess and Go sets
- Circulation desk with self check out machine
- Copier/printer/scanner (MH150X01)
- Course reserves
- Display boards
- Display center with library publications and guides
- Intuos2 Pen Tablet
- Legos, Mindstorms, K'nex, and other building kits
- Library staff offices
- Modeling clay
- Pedagogy collection
- Study rooms
- Magnetic white boards
- Sustainable engineering design collection
- Two public workstations
- TV with DVD player and headphones

### LOWER FLOOR

- Circulating and reference books – "stacks"
- Individual study desks
- Journal collection
- Microfiche/film reader
- Newspapers
- Two public workstations