
Computers

Sign up for a computer at the Loan Desk or in the Listening & Viewing Center (L-101).

Ask the Staff

Laney Library staff are here to help you. Don't be shy. If you have a question or need to find something in the library, just ask!



Library Hours

Fall and Spring Hours

Monday-Thursday
8am—8pm

Friday
8am—6pm

Saturday
9am—2pm

Summer Hours

Monday—Thursday
8am—7pm

Follow us @laneylibrary



Phone Contacts

Loan Desk: 510-464-3497
Reserve Desk: 510-464-3500
Reference Desk: 510-464-3495

Fine-Stopper

Rules for Reserve

Laney College Library
900 Fallon Street
Oakland, CA 94607



Laney Library Reserve Desk

TEL 510-464-3500
<http://laney.edu/library>

Fine-Stopper Rules for Reserve

Laney College Library provides textbooks for Laney College students to use in the library for 2-hours.

Many students depend on textbooks. If one student ignores library rules, other students lose access. To ensure that all students in a class have equal access to textbooks, the library strictly enforces reserve rules.



It's Only Fair: Reserve rules promote equal access

Checkout

Your Peralta Student ID card is your library card. You must have your Peralta ID card in order to check out books.

Most textbooks are available for **2-hours** and **may not be removed from the library.**

A few textbooks may be checked out for 2-days.

If you are not sure when a book is due, ask. It is your responsibility to know when your book is due.

Only students enrolled in Laney College courses are eligible to borrow textbooks for those courses.

Fines

If you return a textbook late, you will be fined as follows:

2-hour books: \$2 / hour

2-day books: \$2 / day

Fines accumulate up to the cost of the book (original cost paid by the library). For lost textbooks, you could be charged the cost of the book plus the fines accumulated plus processing charges.

2-hour books may not be removed from the library. If you improperly remove a book from the library, your borrowing privileges may be revoked.

If you lose a book, report this to the library staff immediately.

Textbooks must be returned in good condition. If you damage a book, you may be charged up to the cost of the book.

Unpaid fines will result in loss of library borrowing privileges and a hold on college transcripts.



The library has copiers for students.

Your Contact Information

You must keep your contact information in Passport up-to-date.

Library overdue notices will be emailed to the email address you have on file in Passport—the default is your Peralta email. If you do not use your Peralta email, make sure you set up email forwarding in Passport to an email account that you check regularly.

Keeping your contact information up-to-date is your responsibility. If you are not sure how to update your contact information, ask.

Copy Machines / Printing

The library has two copy machines. Computer printing is also available. Copies and printouts cost 10 cents each. Scans are available for 5 cents per page. The library accepts coins, \$1 bills and the PCCD Library Print-card for copying and printouts.

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900 Fallon Street
Oakland, California 94607

Laney College does not discriminate on the basis of age, race, religion, color, gender identity, gender expression, sexual orientation, ancestry, citizenship, national origin, military or veteran status, disability, marital status, pregnancy, medical condition, and immigration status.