Welcome to the Undergraduate Library

How to Contact Us

Undergraduate Library
CB# 3942, UNC, Chapel Hill NC 27515-8890
Phone: (919) 962-1355 (General Assistance)
(919) 962-1054 (Reserves Processing)
Web: http://library.unc.edu/house/
Email: rbhouse@unc.edu
IM: undergradref
Text: (919) 442-8275

Media Resources Center
Phone: (919) 962-2559
Web: http://library.unc.edu/house/mrc/
Email: mrc@unc.edu

ITS Response Center
Phone: (919) 962-HELP
Web: http://help.unc.edu/

Using the Undergraduate Library

Books and Magazines
You’ll find books and magazines for classes, travel, recreation, and living. Try searching our extensive collection of travel books in the Undergraduate Library at: http://search.lib.unc.edu/
Type: “France AND guidebooks”

Design Lab
Need to make a flyer, brochure, or web page? Want to scan your photos or documents? Whether for an academic project or personal project, come to the Design Lab to use design software and equipment. Need help? Just ask at the Research & Design Desk.

Electronic Reserves
Search for reading materials for your course or instructor at:
http://library.unc.edu/reserves/ (Oneyen required)

Research and Information Services
IM a librarian by using our screen name “undergradref” for help with your questions. You can also call, email, text, or stop by!

Media Resources Center (MRC)
Borrow DVDs, audiobooks, iPads, Wiis, digital video cameras, and more. Watch a reserve, edit your video, or record something in our audio lab. Instruction provided.

Comments? Suggestions?
You’ll find a suggestion box on the Entry Level. Let us know how we’re doing! http://library.unc.edu/comments/

Hours
During fall and spring semesters, the Undergraduate Library is open 24 hours a day, Sunday through Thursday nights. Hours vary on weekends, holidays, and intersessions. For up-to-date information on hours, consult http://hours.lib.unc.edu/#view-house

How to Read an LC Call Number

LB: Read the first line in alphabetical order: A, B, C…L, LA, LB, LC, LD, M, N, O P, PR, PS.
2395: Read as a whole number: 1, 2, 3, 100, 101, 200, 2000, 2395, 2400, 3000…
.C657: Read the letters alphabetically, the numbers as a decimal: .C657 = .657, .C72 = .72
1991: The last line is the year the book was published. Read in chronological order (not all books have this line): 1924, 1925, 1985, 1991, 2004

Books are arranged according to the Library of Congress (LC) classification system.
**PUBLIC AREAS IN THE Undergraduate Library**

**ENTRY LEVEL:**
- Lobby and Atrium: Announcements and Messages, Telephones, Book Return (outside), Photocopiers and Tar Heel Teller, Public Computers, CCI Printing (black & white, and color)

**Checkout & Reserves Desk:** Change and Fines, Lost and Found, Checkout and Return: Books and Reserves, Tech/AV Accessories

**Reserve Reading Room:** Book Reserves, Newspapers and Magazines, Public Computers (Onyen required), Photocopier, Scanner

**Ragland Reading Room:** Popular Books, Bound Periodicals

**Research Reading Room:** Reference Book Collection, Research & Design Desk, Design Lab (scanners & design software), Instruction Lab (Room 124), Public Computers (Onyen required), UNC Yearbooks

**Restrooms**

**LOWER LEVEL:**
- Media Resources Center: Audio Lab (audio editing), Media Lab (video editing), Film Viewing Stations, Screenplays and Scripts, Checkout and Return: DVD, VHS, CD, Audio Books, Language CDs, Digital Video/Still Cameras, iPads
- Computer Lab: Public Computers (Onyen required), CCI Printing
- ITS Response Center and Computer Repair
- ITS Software Licensing Office (Room 33)
- ITS Training Lab (Room 34)
- Restrooms

**UPPER LEVEL:**
- Books
- Film Screening Rooms (Rooms 205 & 207)
- Group Study Rooms
- Presentation Room (211)
- Vending Machines
- Restrooms

**KEY**
- PUBLIC AREAS
- STAFF AREAS