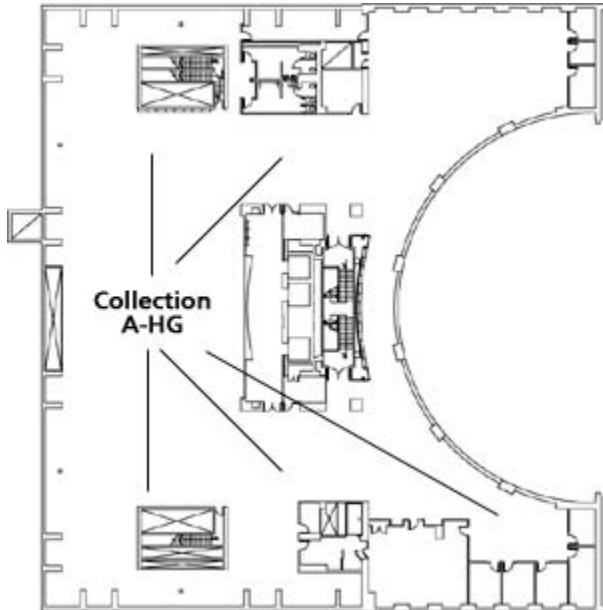


Millar Library – Self-Guided Tour

Take this self-guided tour to learn more about Branford Price Millar Library, its history, and the many research tools available to help you with your studies. Let's start in the basement and work our way up.



Basement



Call numbers: **A-HG**

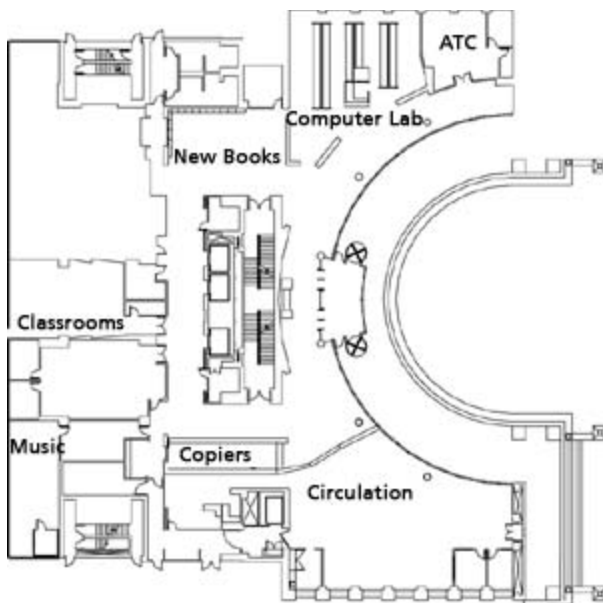
The basement contains many of our materials—over 40% of the books in the collection reside in the basement.

In addition to books, there are several offices, the gifts sorting area, and study rooms. Study rooms are available for checkout for one-hour periods with a student ID.

Collection—Books and journals are filed on the shelves together. The only exception to this is new material, as we'll see later on the first and third floors. Materials are sorted in **Library of Congress** classification, which is different than the Dewey Decimal System used in most public and school libraries. LC numbers consist of a letter and a series of numbers.

PSU Library houses about 1.3 million items. An additional 27 million volumes are available through the Summit library system, which includes over 30 member libraries from Oregon and Washington.

First Floor



The first floor houses library administration, the circulation and reserve desks, two classrooms, a computer lab, and assistive technology center.

Circulation, Reserves—Check out and return library materials at this desk. Undergraduates may check out materials for 3 weeks, with three renewals. Instructors may place copies of articles, books, exams, textbooks, or videos on reserve for students.

Photocopiers—All of the Library photocopiers are located next to Circulation on the ground floor. Copy machines require a copy card which can be purchased from vending machines. These copy cards can also be used on printers other floors.

Music Room—This room houses the Library's collection of sound recordings, with student listening stations. CDs may be checked out for three days. There are also stations here for viewing videos.

Classrooms—Rooms 160 and 170 are the Library Classrooms. We teach over 500 classes a year in these classrooms.

New Books—New books acquired by the library are on display here. (New journals are up on the third floor.) This is a popular study and reading spot.

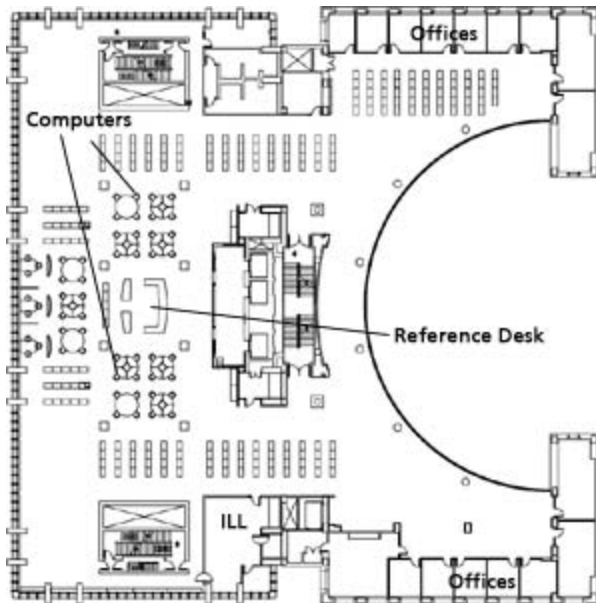
(Continued on next page...)

First floor (continued)

Computer Lab—This OIT computer lab is open during library hours.

Assistive Technology Center (ATC)—An adapted technology computer lab for students and community members with disabilities.

Second Floor



Call numbers: **Reference A – ZA**

Reference Desk—The central desk in the Library's Research and Learning Center, this is where you'll find help working on your research project. This desk is open all of the hours the library is open. This is the second-busiest reference desk in Oregon—only Multnomah County Library answers more questions than we do.

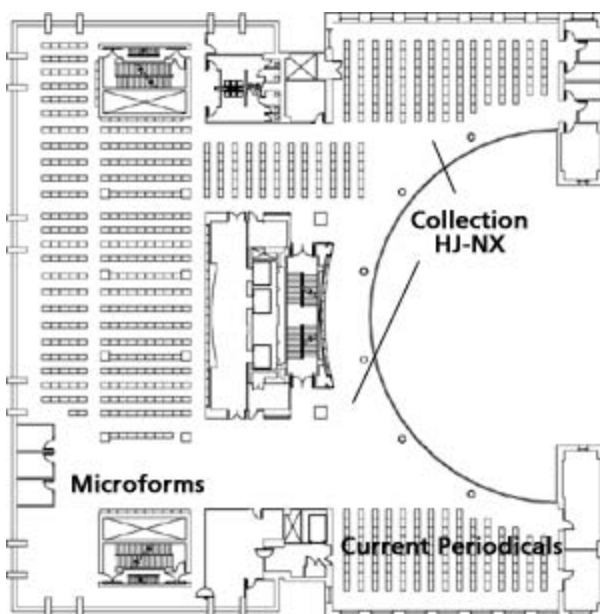
PSU Research Computers—Computers are available for students to search the Library's catalog, electronic databases, and Web resources.

Interlibrary Loan—If you cannot find a book or journal in our collection, ILL may be able to order it for you from another library. We service over 12,000 patron requests per year.

This floor has tables for studying and group work. Most librarians have their offices on this floor and are happy to consult with you on your research.

This floor houses many reference materials, including encyclopedias, dictionaries, and college catalogs.

Third Floor



Call numbers: **HJ-NX**

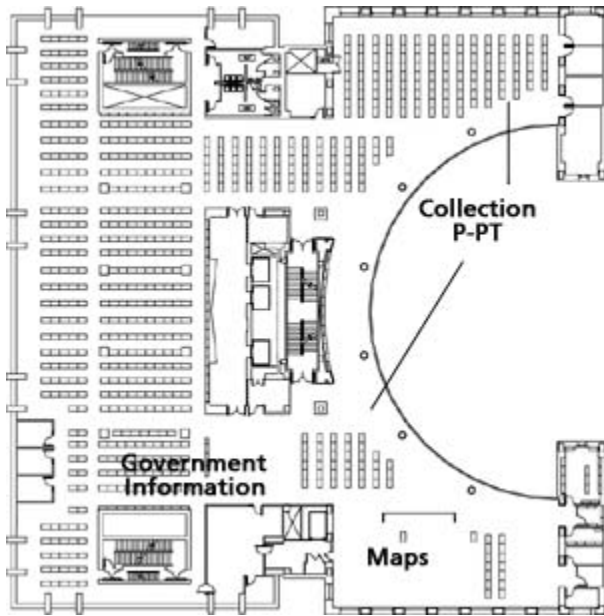
New periodicals (journals, magazines, and newspapers) are collected on this floor.

Current Periodicals—Current issues of newspapers and journals are kept here until they are bound and moved to the shelves in the regular collection. Back issues of journals are bound and shelved by call number just like books. Remember that many journals are available electronically and can be searched through the Library's databases.

Microforms—The library's collection of microfiche and microfilm is housed on the third floor. We have machines for scanning, printing, and e-mailing copies of documents.

Materials in the third floor include law, history, and art.

Fourth Floor



Call numbers: **P-PT**

Quiet Floor

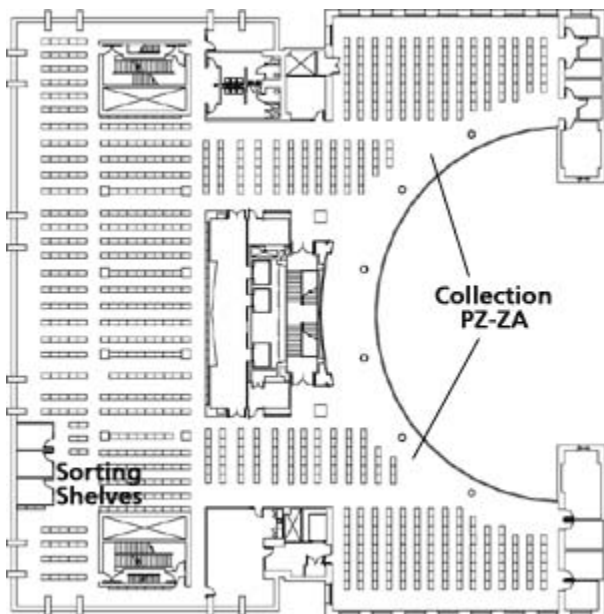
Government Information— As a selective depository library for federal government documents, the Portland State University Library receives a significant number of the documents disseminated via the Federal Depository Library Program (FDLP). Additionally, the Library is a depository for Oregon government documents. Some United Nations documents are also available.

Maps—A working collection consisting of topographic maps, aeronautical and nautical charts, thematic maps, and travel maps of the World and the United States.

The collection on this floor is the P-PZ range, which is mostly literature.

This floor is a quiet floor set aside for studying. If you would like to work in groups, please use a study room or one of the other floors of the building.

Fifth Floor



Call numbers: **PZ- ZA**

Quiet floor

Sorting Shelves—If you have problems finding a book, check the sorting shelves on the fifth floor. Items that have been pulled off the shelves end up here before being reshelfed.

The collection on this floor contains many science and technical works.

This floor is a quiet floor set aside for studying. If you would like to work in groups, please use a study room or one of the other floors of the building.

The library is more than just a building. Our librarians and staff are available to help you whenever the library is open. The online catalog, electronic journals, and databases are available 24 hours a day at <http://www.pdx.edu/library>.

If you have any questions or would like to learn more, please contact us at 503-725-5874.