

## **Welcome to the New Circulation/Reserves Desk**

The new Circulation/Reserves Desk on the Lower Level of the Du Bois Library provides service all hours the building is open. This single desk combines the traditional services of the Circulation Desk (checkout, return, billing, and pickup for Five College and Interlibrary Loan books) with those of the Reserves Desk (circulation and return of print reserve materials, laptop computers, and digital cameras). Circulation and Reserves phone numbers will remain the same.

This consolidation has been driven by reductions in staffing over the past several years and our desire to maintain an excellent level of service for the campus in a 24/5 learning environment. It also provides the opportunity to offer “one stop shopping” to most library services (Circulation/Reserves, Interlibrary Loan, LC Desk and Reference Desk) on one floor of the building.

Self-checkout machines remain available on the Entry Level of the Du Bois Library, and books may be returned at the drops outside the building or just inside the entrance. There are also plans to reduce crowding in the lobby by moving Procrastination Station into the old circulation office.

On Floor 3, for the short term, we will continue to house media (CDs, DVDs, videos, etc.), microforms viewing equipment and indexes, and music monuments and the Werfel collection. We are currently exploring options for developing a new area that integrates music and media materials along with the possibility of creating a student-centered multimedia hub on this floor.

I hope you find this new environment offers easy access to the many excellent services provided by UMass Amherst Libraries.

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