

Guide to Facilities and Resources for Lincoln College

Service Name	Friary Learning Centre, Lincoln Learning Centre, Gainsborough Learning Centre, Newark												
Contact Details	Laraine D Cooper (Head of Learning Resources) lcooper@lincolncollege.ac.uk or lincolnrc@lincolncollege.ac.uk gainsboroughlrc@lincolncollege.ac.uk newarklrc@lincolncollege.ac.uk												
Opening Hours	<p><i>Lincoln and Newark</i></p> <p><u>Term-Time</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Monday – Thursday</td> <td style="text-align: right;">8.45am – 8.45pm</td> </tr> <tr> <td>Friday</td> <td style="text-align: right;">8.45am – 4.15pm</td> </tr> </table> <p><u>Vacation</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Monday – Friday</td> <td style="text-align: right;">9.00am – 4.15am</td> </tr> </table> <p><i>Gainsborough</i></p> <p><u>Term-Time</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Monday – Thursday</td> <td style="text-align: right;">8.45am – 4.45pm</td> </tr> <tr> <td>Friday</td> <td style="text-align: right;">8.45am – 12.30pm 1.00pm – 4.00pm</td> </tr> </table> <p><u>Vacation</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Monday – Friday</td> <td style="text-align: right;">8.45am – 4.15pm</td> </tr> </table>	Monday – Thursday	8.45am – 8.45pm	Friday	8.45am – 4.15pm	Monday – Friday	9.00am – 4.15am	Monday – Thursday	8.45am – 4.45pm	Friday	8.45am – 12.30pm 1.00pm – 4.00pm	Monday – Friday	8.45am – 4.15pm
Monday – Thursday	8.45am – 8.45pm												
Friday	8.45am – 4.15pm												
Monday – Friday	9.00am – 4.15am												
Monday – Thursday	8.45am – 4.45pm												
Friday	8.45am – 12.30pm 1.00pm – 4.00pm												
Monday – Friday	8.45am – 4.15pm												
Access/Location <i>Please let us know prior to your arrival if you have any special requirements</i>	Lincoln College, Monks Road, Lincoln, LN2 5HQ Detailed directions to all the College's sites are available on the College's website at http://www.lincolncollege.ac.uk . Good access for disabled users at all three Centres. The Friary Learning Centre at Lincoln provides central access to all our selected Learning Resources. Access to this Centre is first left into Abbey Street via Monks Road, across from the main College reception, in a purpose built building over three floors, with staffed Help Desks on each floor.												
Borrowing and Membership <i>Whilst using this service you will be expected to comply with institutional policies and regulations, including those pertaining to copyright.</i>	All resources are for reference only by direct access, as only College staff and students have full borrowing rights. However books can be requested through other LISN Library and Information Services which are members of Libraries and Information East Midlands (LIEM). Lincoln College participate in the Inspire project which enables registered users to access resources in all three Centres.												
Photocopying	<i>Lincoln:</i> Black and white coin-operated photocopying available on all floors under the copyright fair dealing regulations. Colour copying is available on the ground floor only.												

	<p>Gainsborough: Black and white coin-operated photocopying is available under the copyright fair dealing regulations.</p> <p>Newark: Black and white coin-operated photocopying is available on the ground floor under the copyright fair dealing regulations.</p>
Computer Catalogue	Open Access Online database (http://olib.lincolncollege.ac.uk) to our resources is available at dedicated workstations in our Learning Centres, which also give access to our e-resources via the College's Intranet.
Studying	A range of study facilities are offered including a Quiet Study Suite, with quiet areas and comfort seating on all floors of the Friary Learning Centre, to suit different learning needs. Bookable group study can be facilitated in the Breakout Room, within the Conference Suite at the Friary Learning Centre. Similar facilities are available at Newark and Gainsborough Learning Centres.
Computers/Internet	Special application by prior arrangement for limited access to computers with full Internet, Monday to Thursday after 6pm in the Friary Learning Centre and through the Regional Access Centre at Gainsborough Learning Centre.
Resources	<p><i>Mixed Media Subject Zones</i> throughout including selected Text Books, Periodicals, CD ROMs, DVDs, Videos, Audio Cassette Tapes and Bound Dissertations which reflect the subjects taught at the College from Foundation Studies through to GCSEs and A Levels, vocational qualifications, professional studies, Foundation Degrees and other Higher Education courses.</p> <p>Smaller selection of resources at Gainsborough and Newark Learning Centres.</p>
Other Facilities and Resources	<p>Lincoln: <i>Conference Facilities</i> – 25 seater presentation suite (bookable with full hospitality), workshop breakout area.</p> <p><i>Range of AV and specialist software, and assistive technology for users with learning difficulties and disabilities, including:</i></p> <ul style="list-style-type: none"> • TV/DVD Players • Scanners • Hearing Loop System • Large Monitors • Kitmobiles – equipped with small specialist equipment and stationery items. <p>Limited availability of the above at Gainsborough and Newark Learning Centres.</p>
Guides and Leaflets	<p><i>Range of User Guides, Resource Lists, Learning Centre and Subject Bookmarks</i> including:</p> <ul style="list-style-type: none"> • Welcome Leaflet • Student Guide • List of Periodicals • E-resources Booklet