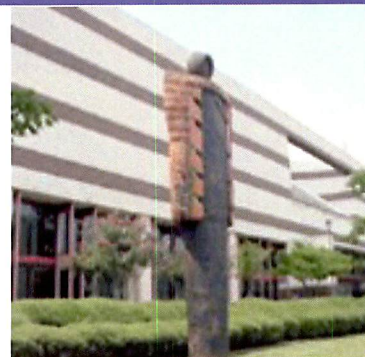# Top Shelf

The Newsletter of the Robert W. Woodruff Library of the Atlanta University Center

September 2010　　　　　　*Volume 6, No. 1*

AUC Woodruff Library Debuts New Building Access System

Students use the Library's new "card swipe" building access system

With the completion of the Atlanta University Center (AUC) Robert W. Woodruff Library's Phase I Renovation, a variety of new services, technologies and study spaces are available to you.

This semester, the AUC Woodruff Library is implementing a new "card swipe" access system for the convenience of our AUC students, faculty and staff.

The new system eliminates the need for campus users with **VALID AUC ID** to stop at the security desk when entering the building.

Building access is immediately granted with a quick swipe of your valid AUC ID card in the new electronic card reader at the entrance turnstile.

During mid-term and final exam periods, when the Library offers 24-hour access, students, faculty and staff will also be able to swipe their ID through a card reader on the Library's exterior door for late night building entry.

Three years in the making, the card reader technology reads

More Rooms Available for Group Study, Special Use

In response to pre-construction feedback that you provided, the renovated AUC Woodruff Library now features more group study spaces, and new technology-infused classrooms and studios, available for student and faculty use.

Spaces available for booking include:

- ◆ 14 Group Study Rooms
- ◆ 2 Presentation Practice Studios
- ◆ 2 Audio/Visual Editing Studios
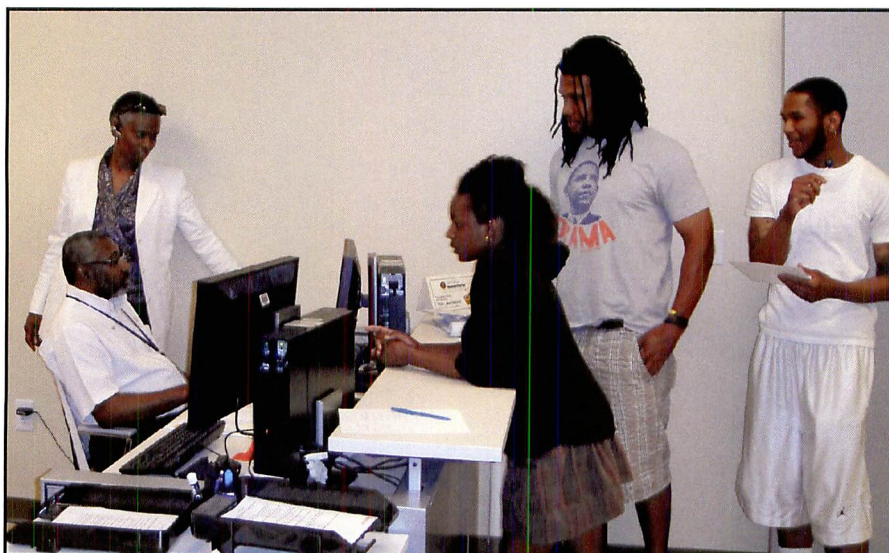- ◆ 4 SMART Classrooms
- ◆ 2 Teaching Labs

Group study spaces are available for reservation by any member of the AUC community with a valid ID. AUC faculty members, with assistance from their subject area librarians, also may book "SMART" classrooms and teaching labs for curriculum-centered instruction.

For details on how to book Library spaces, go to: *http://www.auctr.edu/rwwl/AboutLibrary/roomreservations/tabid/160/Default.aspx#cs*.

NEW FOR YOU: AUC Library Print Shop's Online Job Submission

AUC students can get personalized print production service at the AUC Library Document Center.

1. Submit your order
2. See and approve an electronic proof of the document
3. Get an estimated completion date and time
4. Arrange for pick-up

Pay online or at the Document Center using VISA or MasterCard debit/credit cards.

AUC Library DocumentCenter

Managed Print Services provided by **xerox**

Located in the Technology Design Studio, the AUC Library Document Center provides professional print and production services, including digitally printed portfolios, posters, banners, flyers, and more!

For drop-in service or to talk with a trained service provider, **visit the print shop from 1:00 PM-5:00 PM, Monday-Friday**.

Need banners, flyers, posters or handbills printed right away, but can't find the time to visit the AUC Library Document Center?

No need to worry. With the print shop's new "Documents-to-Go" online job submission feature, you can place electronic print orders at anytime from any place. This web-based job submission system provides AUC students, faculty and staff with 24-hour access to print services. Just click on the "AUC Library Document Center" icon on the Library home page (*www.auctr.edu*) and **in a few easy steps, you can**:

Library Hours of Operation for Fall Mid-term and Final Exams

MIDTERMS:

Monday, October 4 — Friday, October 8
(Open 7:30 AM Monday; Close 12 AM on Friday)
(Woodi Café open until 10 PM daily)

Sunday, October 10 — Friday, October 15
(Open Noon on Sunday; Close 6 PM on Friday)
(Woodi Café open until 10 PM, Monday-Thursday)

FINALS:

Monday, November 29 — Friday, December 3
(Open 7:30 AM Monday; Close 12 AM Friday)
(Woodi Café open until 10 PM daily)

Sunday, December 5 — Friday, December 10
(Open Noon on Sunday; Close 6 PM on Friday)
(Woodi Café open until 10 PM, Monday-Thursday

SPECIAL NOTE:
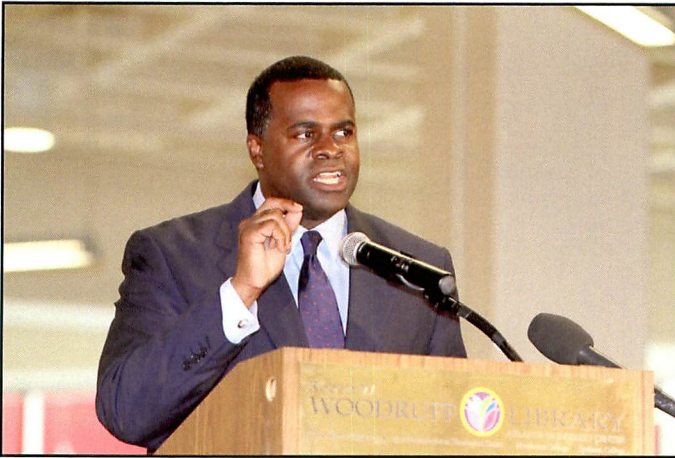
Service Desk staffed — 8:00 a.m.-2:00 a.m.
ONLY Woodi Sidebar (area below front marble stairs) open after 2:00 a.m.
One-way Shuttle Service to campuses — 12:30 a.m.-7:30 a.m.

Entry **ONLY** with valid AUC or ARCHE photo identification
Archives & Special Collections researchers with pre-arranged appointments allowed entry with valid, government-issued photo identification *(e.g. driver's license, military ID, passport)*

Renovation Photo Gallery: August 27 Ribbon Cutting & Celebration

On **Thursday, August 27**, the Phase I Library Renovation (completed in May) was officially dedicated at a ribbon cutting and celebration featuring AUC musical groups, building tours, commemorative gifts and refreshments. Go to: *http://www.auctr.edu/renovation-site/renovation-video.asp* to view a video highlighting the festivities.

Atlanta Mayor Kasim Reed, guest speaker

AUC presidents, Library supporters, Atlanta's mayor and the Library Board of Trustees joined in the official ribbon cutting

Student Musical Groups Added "AUC Flavor"

Spelman *Glee Club Ensemble*

CAU *Mighty Marching Panthers Drumline and* ***Morehouse*** *"House of Funk" Marching Band*

AUC Students Enjoying "Their" Renovated Library

Students give the new Woodi Café their seal of approval.

Ribbon cutting celebration provided the perfect combination of food, fun and friends.

Fall Workshops @ Your AUC Woodruff Library

WORKSHOP	DATE	TIME	LOCATION
Organizing and Structuring Your Writing	Wednesday, Sept. 22	4:00 PM-5:00 PM	Training Lab 2-Lower Level
APA Citation Style	Thursday, Sept. 22	3:00 PM-4:00 PM	Training Lab 2-Lower Level
Narrowing and Broadening Your Writing Topic	Thursday, Sept. 23	3:00 PM-4:30 PM	Classroom 215-Main Level
Podcasting	Thursday, Sept. 23	4:30 PM-5:30 PM	Classroom 208-Main Level
Turabian Citation Style	Thursday, Sept. 23	6:00 PM-7:00 PM	Training Lab 2-Lower Level
Collaborating with Google in the Classroom	Tuesday, Sept. 28	4:00 PM-5:00 PM	Classroom 215-Main Level
MLA Citation Style	Tuesday, Sept. 28	6:00 PM-7:00 PM	Training Lab 1-Lower Level
Turabian Citation Style	Wednesday, Sept. 29	12:30 PM-1:30 PM	Training Lab 2-Lower Level
MLA Citation Style	Wednesday, Sept. 29	1:00 PM-2:00 PM	Training Lab 1-Lower Level
Writing and Editing a Literature Review	Wednesday, Sept. 29	6:00 PM-7:30 PM	Classroom 215-Main Level
Varying Sentence Structure for Maximum Impact	Thursday, Sept. 30	2:00 PM-3:30 PM	Classroom 215-Main Level
Virtual Chat Session-MLA Citation Style	Thursday, Sept. 30	3:00 PM-4:30 PM	*http://www.meebo.com/room/apamlaturabianohmyaskwoodruff/*

(Building Access—Continued from page 1)

IDs from all four AUC schools: **Clark Atlanta University, the Interdenominational Theological Center, Morehouse College** and **Spelman College**.

A similar "card swipe" system provides access to the new Graduate Study Suite on the Lower Level of the Library.

You can view the full AUC Woodruff Library Access Policy at: *http://www.auctr.edu/Portals/0/pdfs/RWWL-Library-Access-Policy_09-21-09Approved.pdf.*