Montgomery College
endless possibilities

Montgomery College Libraries

In The Library

The Libraries and Office of Information Technology have invested in several resources to assist students in their academic success. Outlined in this brochure are some of these resources, and some of the guidelines for their use. In addition to those outlined, each campus library has a WEPA print kiosk, WiFi throughout the library, and MS Office software installed on each library computer. The Mac computers also have Adobe Creative Suite.

For More Information

Ask Us:
http://cms.montgomerycollege.edu/edu/Sub1.aspx?id=31001

Group Study Rooms Policies:
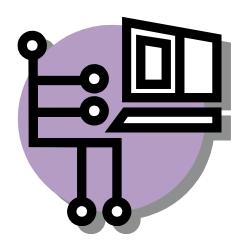http://cms.montgomerycollege.edu/WorkArea/DownloadAsset.aspx?id=76560

One Button Studio Policies:
http://cms.montgomerycollege.edu/WorkArea/DownloadAsset.aspx?id=79229

Collaborative Workstation Policies:
http://cms.montgomerycollege.edu/WorkArea/DownloadAsset.aspx?id=76561

MONTGOMERY COLLEGE LIBRARIES
Cafritz Art: 240-567-5813
Germantown: 240-567-7858
Rockville: 240-567-7117
Takoma Park/Silver Spring: 240-567-1540
Web: http://cms.montgomerycollege.edu/libraries/
Follow us on Facebook: https://ww.facebook.com/mclibraries

Technology Resources in the Libraries

Technology Resources

COMPUTERS

Each campus library has both Mac and PC computers for use. You must log into them using your credentials. Those affiliated with the College will use their M number, including the M, and their last name, capitalizing the first initial of the last name. For example, m00000000, Smith.

The time allowed each session is 2 hours. Once the first 2 hours have passed, the computers automatically shut down and all files are removed. **It is crucial to have an external source to save your work to.** We recommend either a cloud storage option, such as Google Drive, or a USB drive (aka, flash drive). Once the computers shut down, there is no way to recover files. Students have the option to log back in for 2 more sessions, for a total of 6 hours a day.

SCANNERS

Each campus library has scanners for use. Instructions for use are located near each scanner.

LAPTOP LOANS

For those students who would rather utilize a portable computer, each main campus library (except Cafritz Art) loans laptops on a 2 hour in-library basis, with two renewals allowed (for a total of 6 hours a day). Interested students sign an agreement to abide by policies and procedures regarding their use. The laptops have the same file removal procedures as the desktops, and files cannot be recovered once the computer shuts down.

ONE BUTTON STUDIO

Students and faculty have access to the One Button Studio to record videos. Simple to use, you can reserve a session for up to 2 hours by visiting http://libguides.montgomerycollege.edu/studyspaces.

COLLABORATIVE WORKSTATION

Each campus has a multi-user workstation that allows for collaboration and sharing of screens for up to 6 devices. You can reserve the workstation at http://libguides.montgomerycollege.edu/studyspaces.

GROUP STUDY ROOMS

Each of the group study rooms have computer connections to a large wall monitor. Adjunct Faculty may utilize the rooms to meet with students, when available. The rooms can be reserved for a maximum of 2 hours per group per day. Refer to the guidelines for each campus to determine applicability. The rooms can be reserved in advance at: http://libguides.montgomerycollege.edu/studyspaces.

CHARGING STATIONS

Each campus library has complimentary charging stations available. Each station contains a multitude of plugs to fit a wide variety of devices. You can walk up to the station and get a charge for your device. Please note, the Libraries are not responsible for your device left at the station, so please stay near the station and keep an eye on it.

CORDS

The main libraries have HDMI and VGA cords available for checkout, as well as a variety of USB cords for connecting your devices.