

Smart Group Study Room Policies

Who can check-out?

- Rooms may be checked out by currently enrolled CSUF students, with no holds.
- Rooms are intended for student class/study-related purposes only.
- Rooms must be checked out to groups of two (2) or more students.

Where can I check-out?

- Pollak Library North
 - Student Genius Center, 1st Floor
 - Advanced Technology Lab, 2nd Floor
- Students must:
 - Be registered as a current CSUF student and have a TitanCard
 - Have at least 2 students present both with valid TitanCards
 - If checking in for a reservation, the student who made the reservation must be present
 - Leave a valid TitanCard

How long do rooms check out?

- Rooms may be checked out for two hours.

Reservations and Renewals

- Smart Group Study Rooms may be reserved up to 1 week in advance, online:
<http://apps.fullerton.edu/sgreserve>
- Rooms can be renewed only if there are no reservations and no one else is waiting for the room.

Rooms and Equipment

| Room | Occupancy | Equipment | Additional Features |
|---|-----------|---|-----------------------------|
| SGSR 111, 211, 311 | 10 | PC computer, Flat panel TV, Apple TV, Mira Case (screen sharing Windows/Android devices) Whiteboard, Wireless access | Microsoft Surface Hub (111) |
| SGSR 112, 113, 212, 213, 214, 312 | 5 | PC computer, Flat panel TV, Apple TV, Mira Case (screen sharing Windows/Android devices) Whiteboard, Wireless access | |

Fees

- If a group exceeds the time limit for its check out, fines will automatically be assessed to the circulation record of the individual who checked out the room and a hold will be placed on the TitanCard

General Policies

- Rooms are not soundproofed; please be considerate of your fellow students.
- Food and smoking are prohibited in Pollak Library and Smart Group Study Rooms.
- Any groups observed in violation of the above described rules and /or the Pollak Library Code of Conduct may be asked to leave the Smart Group Study Room and/or the Library. Abuse of Smart Group Study Room privileges may also lead to suspension of these privileges.

Questions

- Questions about the Smart Group Study Rooms should be directed to SGC on the 1st Floor, Library North, at (657) 278-8203.