Baldwin Library General Information

For Baldwin Library policies and procedures, see the brochure “Introduction to Baldwin Library.” For additional information call the main reference desk at 1-229-391-4990 or online at askalib@abac.edu.

**Gold Card**
In order to check out materials from the library or use the library resources off campus a student must activate his or her library account. A five minute visit to the library with the Gold Card in hand will enable a student to receive a unique PIN number and the current GALILEO password needed to log in to GALILEO from off campus.

**Books**
Books in the Baldwin Library are arranged according to the Library of Congress Classification System. See handout.

**GIL** (ABAC’s on-line catalog), allows users to search by subject, author, or keyword.

In addition to traditional books in the library collection, there are over 32,000 e-books. In order to read these books off campus, a student needs the GALILEO password.

**GILExpress** will let you request books that ABAC does not own from other University System of Georgia libraries. See a librarian for assistance.

**Study Rooms**
There are seven open study rooms located on the second floor of the Baldwin Library. Each of these rooms is equipped with a dry erase board. Rooms are available for use by our patrons on a first come, first served basis. Room 308 is the Honors Study room and is reserved for students in the Honors Program. Honors students should sign in at the reference desk to obtain a key to this room and must return the key when leaving the library.

**Copies**
Photocopies are made on the self-service copier in Room 206. They are 10¢ each. Change for small bills may be obtained at the front desk. The Gold Card may also be used to make copies.

**Printing**
Students may use their Gold Card or purchase a Patron Guest Card to print. Cost is $0.05 per page for black and white and $0.20 for color copies.