[CLICK] Hi! My name is Bernadette Lear and I’m the Education Librarian at Penn State Harrisburg. This PowerPoint will take you on a XX-minute virtual walking tour of the library. [CLICK] I am going emphasize physical aspects of the building, such as places where you can find help, borrow special equipment, and meet up with classmates. Let’s get started! 😊 [CLICK]
Penn State Harrisburg Library is located at 351 Olmsted Drive, [CLICK] Middletown, Pennsylvania [CLICK]. If you are coming in from route 230, turn onto College Avenue passing through the main entrance of campus [CLICK]. Then, make your first right [CLICK], then bear left [CLICK], and proceed up Olmsted Drive. You may park in the parking lot just south of the library if you have a Penn State parking permit. You can also purchase a one-day ticket from kiosks at the edge of the lot [CLICK]. The library’s entrance faces inward toward the center of campus, [CLICK] away from the street [CLICK, CLICK], so you will need to use the sidewalk around the side of the library to get to the main entrance. [CLICK]
When you enter the library, on the left you’ll see the Circulation and Reserves desk. If you can’t get help in any other area of the library, you can always come here, because this desk is open whenever the library is open.

This is the place where you:
* Borrow and return books and videos [CLICK]
* Pick up and return items you have borrowed from other libraries
* Borrow equipment, such as laptops and digital cameras [CLICK]
* Borrow everyday supplies, such as headphones
* Find certain textbooks and readings for your classes [CLICK]
* Ask questions about your library account [CLICK]
On your right, across from the circulation desk, is the reference desk. Here is where you can:
* Get advice on how to start your research [CLICK]
* Learn how to use the library’s web sites and databases [CLICK]
* Find reliable facts, definitions, and statistics [CLICK]
* Look up simple questions about APA, MLA, and other writing styles.

The reference desk is staffed during the library’s busiest hours: usually 10am to 6pm Mondays through Thursdays during the Fall and Spring semester, with shorter hours during weekends, holidays, and the summer. [CLICK]
On the other side of the reference desk, you can also get help from Information Technology Services. [CLICK] This desk is staffed during the busiest hours, usually weekday afternoons during the Fall and Spring semester.

The ITS Help Desk is the best place to ask about:
* How to connect to Penn State Harrisburg’s wireless network
* Problems with printing from campus computers
* How to use Microsoft Word, PowerPoint, and other software.
[CLICK]
Near the reference desk, you will also find dozens of computers [CLICK]. This is the best place for checking e-mail quickly or printing out your work in-between classes. In addition to PCs and black and white printers, we also have several Macs and a color printer at the back of the room. [CLICK]
Making your way toward the library’s elevators, you will see the library’s exhibits. Many of our exhibits [CLICK] are curated by students and use artifacts from the library’s collections.

Other areas of the first floor contain new books, videos, board games, and other resources. Because we are replacing the library carpet, some of these items may not be in their usual locations. But we have them, so ask us where to find them! [CLICK]
Next, you’ll see our “Media Commons.” [CLICK] Here, you can:
*Create, record, and edit audio, image, and video files, such as movies and podcasts.

One of the coolest features of this space are “whisper booths.” [CLICK] Here, you can shut the door, turn on the mic, and record your favorite sayings or sing your favorite song. [CLICK]
Before leaving the first floor, another area is the Schwab Holocaust Reading Room. As I mentioned earlier, each Penn State campus has resources that relate to the courses being offered on campus. We have several faculty who are interested in the holocaust, genocide, and Jewish culture, so we have extra resources for those topics. The Schwab room is a small meeting space and art gallery, and other areas of the library contain Holocaust books and videos as well. [CLICK]
Turning and moving toward the back of the library, you’ll find elevators on your left and restrooms on your right. Near the elevator, there are signs with maps to help you find your way. Let’s go up to 2nd floor! 😊 [CLICK, CLICK, CLICK]
Walking through the 2\textsuperscript{nd} floor of the library, you will see that it mostly contains books, magazines, and scholarly journals [CLICK]. Here you can find:
* Copies of local newspapers
* Some of our books on psychology and religion
* Most of our books on world and American History
[CLICK]
Let’s go upstairs to the 3rd floor. You can take the elevator if you want. [CLICK, CLICK, CLICK] Or, you can take any of the stair cases at each corner of the building [CLICK, CLICK, CLICK]
Welcome to the 3rd floor. One of the highlights here, right near the elevator, is Special Collections [CLICK]. “Special collections” are artifacts, memorabilia, papers, unique books, and other items that need special care. Harrisburg’s biggest special collection is the Alice Marshall Collection, which pertains to women’s history from the 1600s through the 1900s. In Special Collections, you will also find copies of old Penn State Harrisburg yearbooks [CLICK], back issues of the campus newspaper, and other materials relating to the history of our college. [CLICK]
If you are still at the elevators, proceed toward the center of the building, make a left, then walk to the southern end of the building.

The “Juvenile Literature” and “Curriculum Materials” collections are the two unique resources in this part of the library. “Juvenile literature” [CLICK] are books for children in grades PreK-12. “Curriculum Materials” [CLICK] are textbooks and other instructional resources for young students. Both collections are very helpful to Education students, or anyone who works with children. [CLICK]
Now we’re going to go back toward the center of the library, then make a left toward the main staircase. Before leaving the library, I just wanted to mention the many different spaces that you can use for resting, studying, and meeting classmates. [CLICK] This part of the third floor is one of my favorites, because of the sunshine.
If you need a place to meet with a small number of classmates to work on a project, you can use a group study room. [CLICK, CLICK] All of them have Internet connections, and some have larger screens and other equipment. You will find group study rooms on every floor of the library.

If you need to rest [CLICK] or just chat with a friend [CLICK], the library has a variety of seats for you, all over the building. So come and spend some time with us! ☺ [CLICK]
Finally, if you need a place to work or study while the library is closed, you can use our Cybercafe, located on the 1st floor near the library’s entrance. [CLICK] This space has a few computers and vending machines with plenty of caffeine. 😊 It is open 24-hours almost all year round. [CLICK]
This online building tour is only the “tip of the iceberg” in terms of what Penn State Harrisburg Library has to offer. In addition to resources within the building, the library system offers tons of books, magazines, data, and other resources online. If you’d like to learn more, you can contact me, Bernadette Lear, BAL19@psu.edu. I am a great person to ask if you don’t have a major, are part of the “Division of Undergraduate Studies,” or are working on a project for English 4, English 15, or English 30. I also work with Education, HDFS, Psychology, Nursing, and Sociology courses. [CLICK]
In addition, we have other subject specialists that can help you. Glenn McGuigan, gxm22@psu.edu, is the library’s expert in all areas of business and public affairs. [PAUSE 3 SECONDS] [CLICK]
Heidi Abbey, HNA2@psu.edu, covers all aspects of the Humanities, including American Studies, all the arts, Communications, English, etc. [PAUSE, CLICK]
And finally, Eric Delozier, EPD103@psu.edu, is the subject specialist for SET – all areas of science and technology [PAUSE, CLICK]
Thank you for taking a virtual tour of the library. I hope I’ll see you here sometime! [CLICK] 😊 [CLICK]