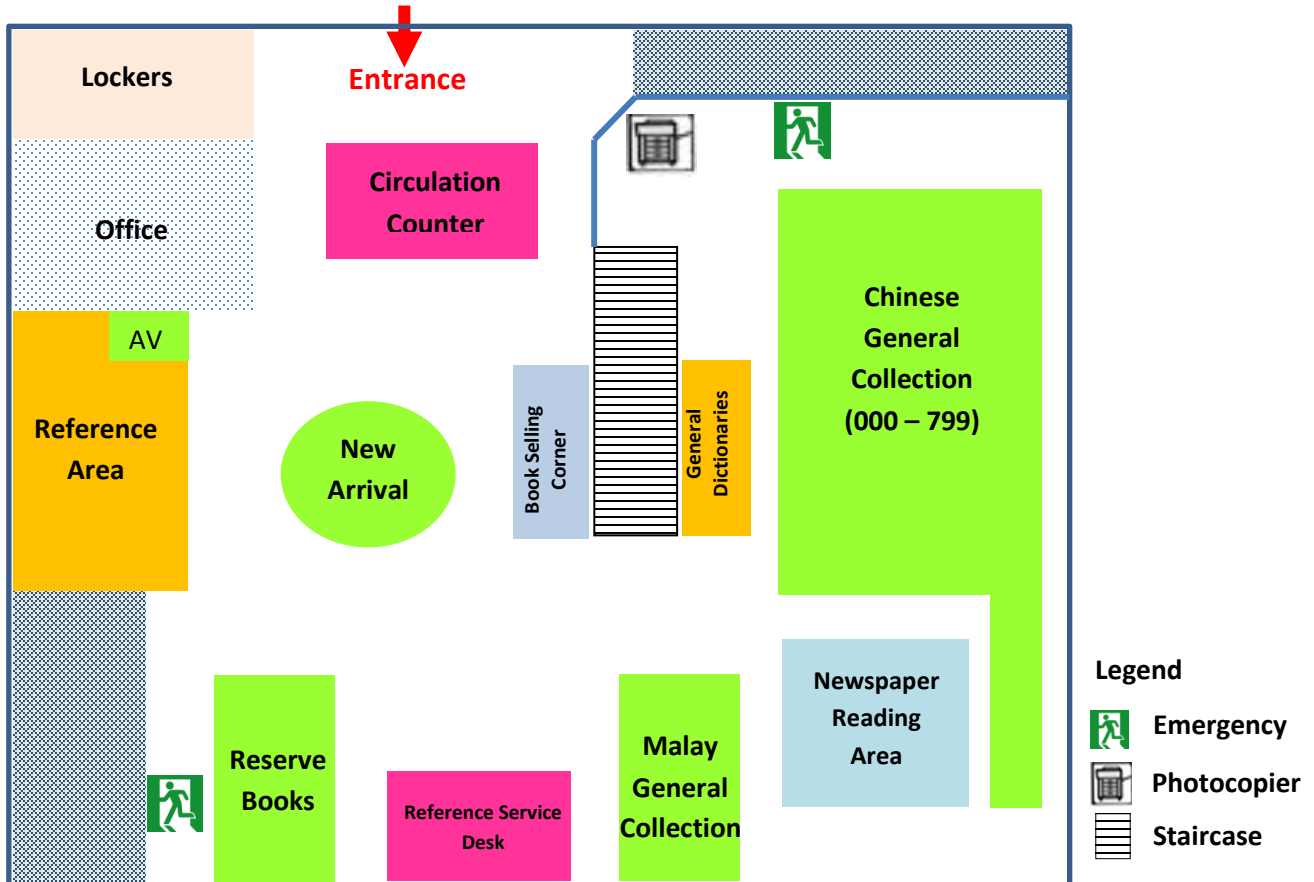


# SUC Main Library Floor Plans

## 1st Floor



### Lockers

Users may put their belongings such as bags, umbrella, etc, in the lockers. The keys for the lockers can be requested at the circulation counter by depositing your ID cards (student/staff card).

### Circulation Counter

Users may borrow, return or renew circulating books, periodicals and AV materials.

### Reference Service Desk

The librarian provides reference service, guidance on how to use library resources and answer general queries about the library.

### Reference Area

This area includes encyclopedias, specialized dictionaries, handbooks and other reference tools. They are non-circulating items. However, lecturers and staff may borrow maximum 2 items (only certain type of materials).

### AV (Open-stack)

The titles of the circulating audio visual materials are displayed at this corner. Users may check the list first then request and borrow the materials they need at the circulation counter.

**New Arrival**

This section displays the newly added books and they are ready to be borrowed.

**General Dictionaries**

This section includes general dictionaries of three languages. They are non-circulating items.

**Reserve books**

They are recommended textbooks of all the courses of Southern University College. Lecturers and staff can borrow them for 7 days and students can borrow them for 2 hours.

**Malay General Collection**

They are circulating general Malay books.

**Chinese General Collection (000-799)**

They are circulating general Chinese books with the call numbers from 000 to 799.

**Newspapers Reading Area**

Users may read local newspapers of three different languages here.

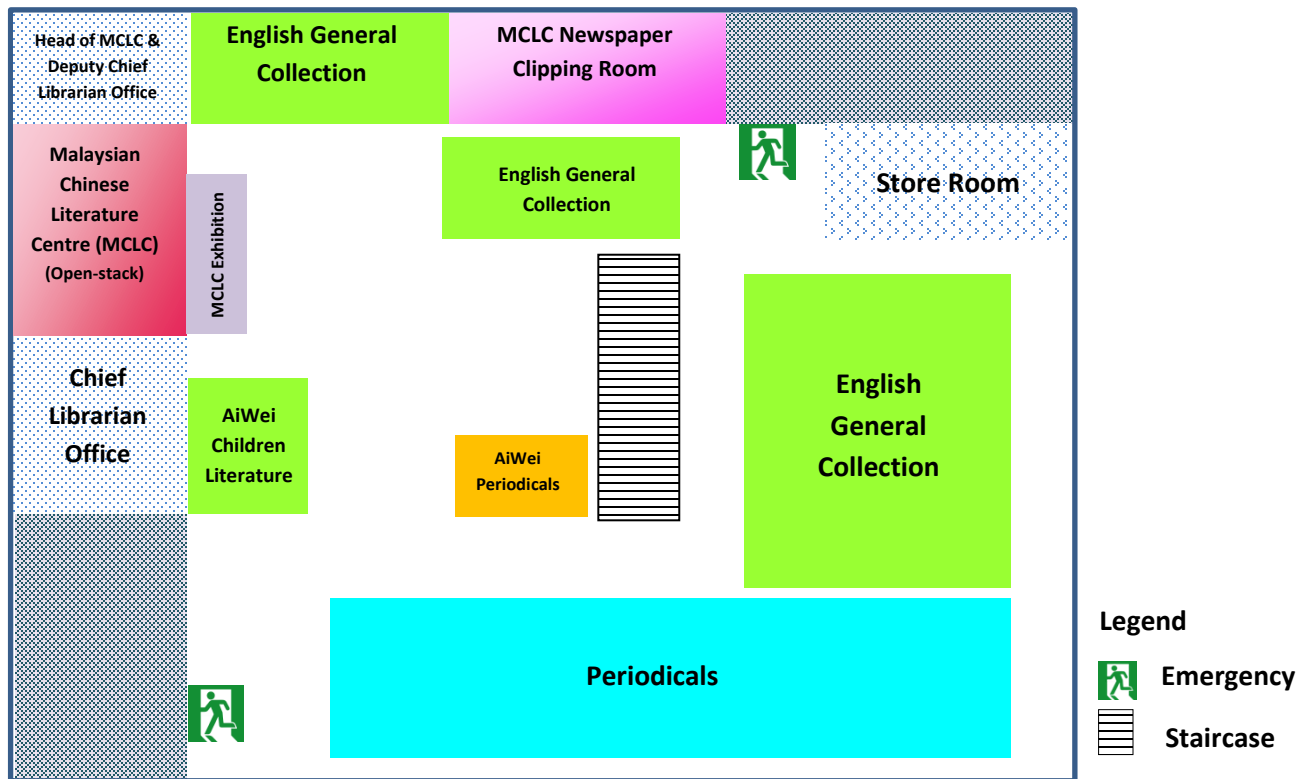
**Photocopier**

Self-service photocopier. Users may purchase the copy card at the circulation counter.

**Book Selling Area**

It displays the books published by Southern University Press, Malaysian Chinese Literature Centre, and books donated by authors.

## 2nd Floor



### Malaysian Chinese Literature Centre (MCLC) (Open-stack)

MCLC aims to collect, preserve and promote materials and information of Malaysian Chinese literature for teaching and research. It includes related books and back issue periodicals. Books with orange spots on the spine and periodicals are non-circulating.

### MCLC Exhibition

This is the showcase for the exhibition of MCLC special topics. Each year it features a Malaysian Chinese Literature writer and showcases the writer's life, literary career, works and characteristics.

### MCLC Newspaper Clipping Room

The scanned version of the newspaper clippings can be found on Digital Archive <http://xsystem.sc.edu.my/> on the library website.

### English General Collection

They are circulating general English books.

### Periodicals

It includes journals and magazines of three languages, both current and back issues. Certain back issue titles can be borrowed (refer to the lists on the shelves).

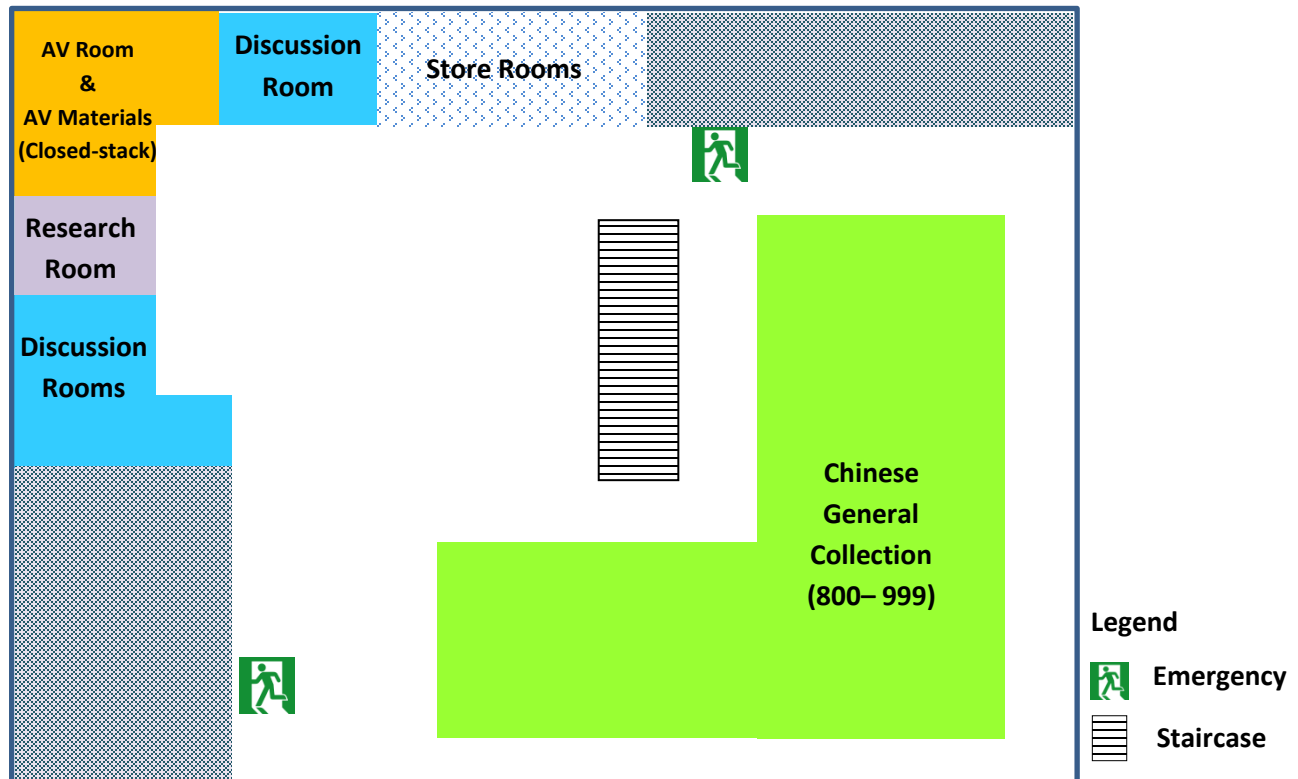
### Aiwei Children Literature

A special collection of books on children literature donated by Malaysian Chinese writer Miss Aiwei.

### Aiwei Periodicals

A special collection of non-circulating periodicals on children literature donated by Malaysian Chinese writer Miss Aiwei.

## 3rd Floor



### **AV Room & AV Materials (Closed-stack)**

Closed-stack and non-circulating AV materials mainly include language learning materials, movies and local films. Users may search the titles in the online library catalogue and request to use the materials in the AV room. Only lecturers and staff may check out the materials.

### **Discussion Rooms**

There are 4 discussion rooms for students to do group discussion. Users may request or reserve it at the circulation counter and deposit their ID cards (student/staff card) to get the keys.

### **Research Room**

It is exclusively for lecturers, staff and master students.

### **Chinese General Collection (800-999)**

They are circulating general Chinese books with the call numbers from 800 to 999.