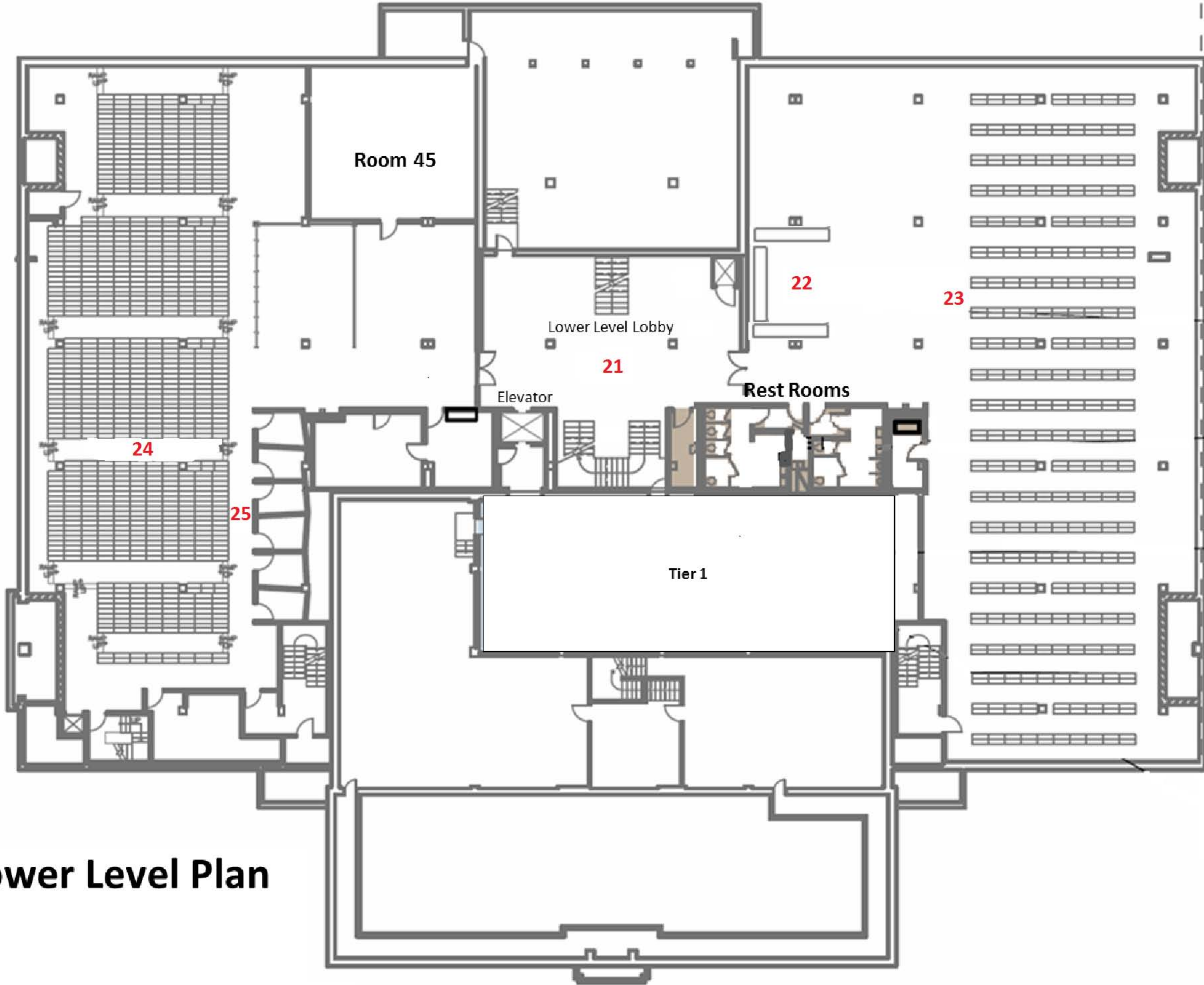
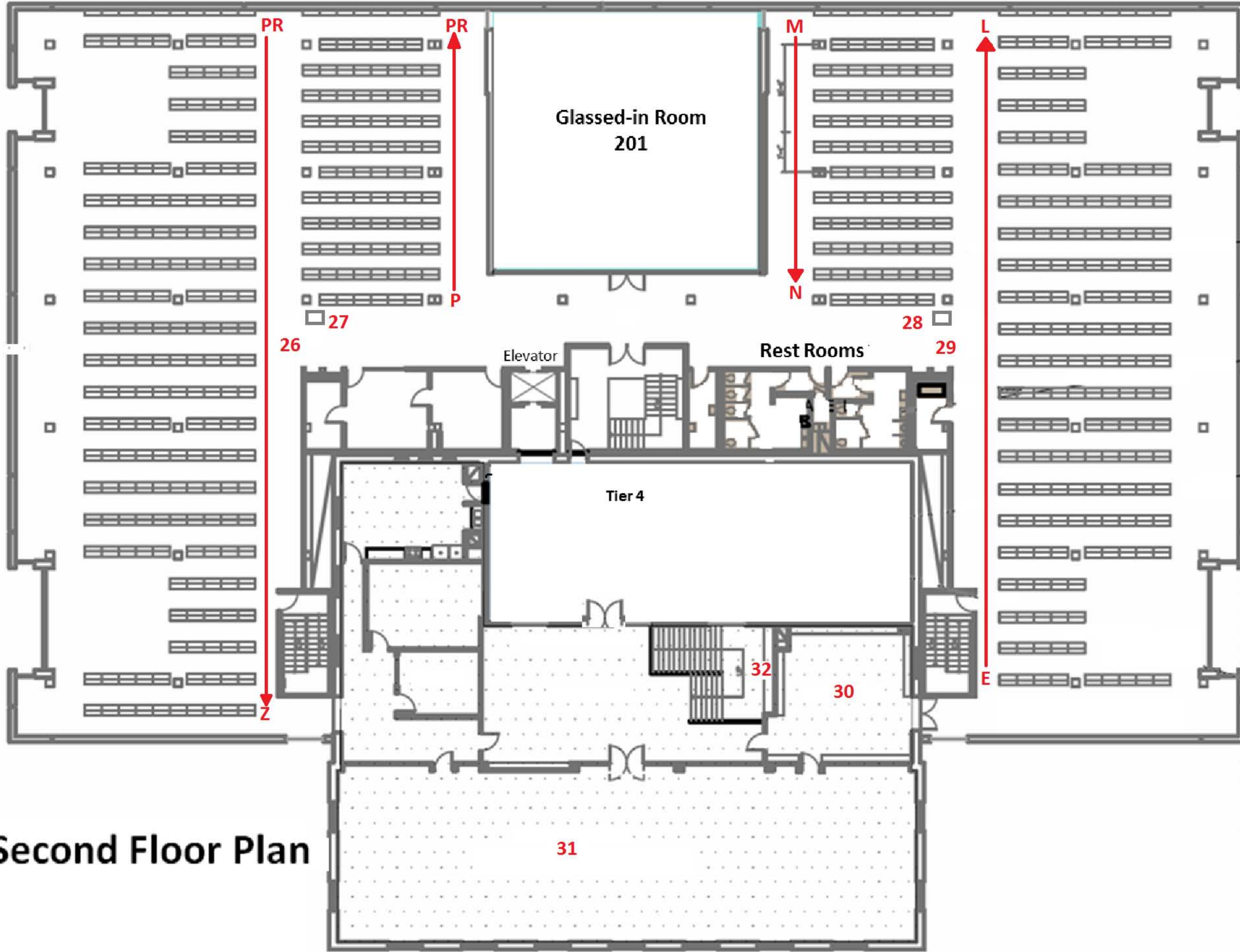


First Floor Plans



Lower Level Plan



Second Floor Plan

Cowles Library Self-Guided Tour

You start your tour on the First (Main) Floor. From the main entrance, head up the stairs.

- 1. Help Desk** - This is the main service access point in the library and is the first place to come if you have any questions. Here you can check out materials, request reserve material, pick up inter-library loans, etc.
- 2. Display Case** – This small display case features a variety of exhibits throughout the year.
- 3. Photocopiers** - Photocopiers accept change as well as copy cards that can be purchased in \$5 increments from the payments desk (#4).
- 4. Payments Desk** - for any monetary transactions including overdue fines and paying for printing.
- 5. Public Computers** – These computers are available for anyone to use. To log-on, ask for a ticket at the payments desk (#4). Each ticket is good for 30 minutes of computer use.
- 6. Book Stacks** - Books in the OCLC call number range A-D are shelved here.
- 7. DVD/VHS Players** – There are four stations here where you can watch videos and use other multimedia.
- 8. Browsing Books** - Recent popular books (call numbers beginning with P) are shelved here and at #18.
- 9. Printers** - Print jobs requested from the information commons computers or on your own laptop through wireless printing can be managed and picked up here.
- 10. Catalog Terminal** – Use this computer to search the library’s book catalog.
- 11. Microfilm Readers** - There are two microfilm readers here, one of which is capable of digital capturing and manipulating of images. Request microfilm at the Help Desk (#1).
- 12. Scanning Computer** – At this computer, you can scan and manipulate documents. Make sure you have a jump drive since these computers are not networked nor do they have any standard programs like Microsoft office.

13. **DVDs** - A wide variety of DVDs, including new releases, are available to be checked out.
14. **Information Commons (Computers)** - This area is filled with both Mac and PC computers available for Drake students and staff to use.
15. **Reference Book Collection** - If you need a print reference book like a dictionary, encyclopedia or other resource, this is the place to find it. Reference books in the catalog are marked with REF in their call number.
16. **Cowles Café** - The café serves Starbuck's coffee as well as a variety of pastries, sandwiches and salads. They are open shorter hours than the library.
17. **New Magazines** - Next to the café is a rack of the most recent issues of all the magazines Cowles subscribes to.
18. **Browsing Books** - Recent popular books (call numbers other than P) are shelved here and at #7.
19. **Study Tables** – This large room is popular as a noisier study area and is often used for group projects.
20. **Electronic Classroom** – A variety of classes are held here. If you are a student at Drake, you have probably had or will have a class in this room at some point.

From here, the tour moves to the basement. To reach the basement, use the stairs at the main entrance.

21. **Study Tables/Vending Machines** – This small study area is popular as a group study area and also has the only food and beverage vending machines in the library.
22. **New Newspapers** – There are a variety of local, national and international newspapers here. There is also a small selection of foreign language magazines and newspapers.
23. **Journal Collection** – The journals in this section include anything after 1992. They are shelved alphabetically by title.
24. **Compact Shelving** – This moving shelving contains journals before 1992 as well as select book collections including oversize books and a few special collections.
25. **Study Rooms** – These quiet study rooms are available on a first-come first-served basis.

Now we move to the Second Floor. Use the stairs next to the Help Desk to access the second floor.

- 26. Book Stacks** - Books in the OCLC call number range E-N are shelved here.
- 27. Catalog Terminal.** Here is another computer from which you can search the library's book collection.
- 28. Catalog Terminal.** Here is another computer from which you can search the library's book collection.
- 29. Book Stacks** - Books in the OCLC call number range P-Z are shelved here.
- 30. Collier Room** – This gallery features a variety of exhibitions that change throughout the year including local and travelling national exhibits. Check the library website for the schedule of events.
- 31. Reading Room** – Many people's favorite room in the library, the reading room is popular as a meeting venue but is usually a quiet study place. The shelves contain past Drake dissertations and theses and the upper walls are painted with printer's marks from the 15th and 16th century.
- 32. Staircase Display** – These display cases on the stair landing feature a variety of Drake and community related displays throughout the year.

Going down the stairs, you'll see that you are back in the study area (#19), thus ending the self-guided tour.