



Reading Room Guidelines for Researchers

Welcome to the Osher Map Library and Smith Center for Cartographic Education.

UPON ENTERING THE READING ROOM

Researchers will need to register at the reception desk and show a photo ID to the staff.

Food and drink are prohibited in the reading room.

Bags, backpacks, briefcases, umbrellas, coats, and outer garments must be stored in a locker (key provided).

READING ROOM PROCEDURES

Feel free to bring your laptop computer and charger into the reading room, but please leave all cases in a locker.

Pencils must be used for taking written notes – extra pencils are available at the reception desk in the reading room. Pens are prohibited.

USE OF MATERIALS

OML staff will demonstrate proper handling techniques for rare materials and assist as needed. If you have a question about how to handle a particular item, please ask.

Researchers may take photographs for personal reference (no flash).

When taking photographs, please continue to observe material-handling guidelines as demonstrated by staff.

Please do not remove materials from housings (e.g. mylar sleeves).

Please use images taken in the reading room for personal reference, research purposes, or classroom use. We love social media, and welcome you to share your images on your personal media outlets with tags or mentions to our accounts. If you are interested in publishing collection images or other types of usage, please ask staff for assistance requesting publication-quality images.