

Library Policies

REGISTRATION PRIVILEGES

The following personnel are eligible for library privileges:

- Active Duty, Reservists, National Guard and Retired Military, Sponsored Family Members, Fort Gordon Civilian Employees, Fort Gordon Students.
- Military or Government ID card must be presented and patron must be registered in the library system in order to use computers or check-out materials.
- Material Check-outs are not allowed for patrons leaving/clearing Post within a two-week or less time-frame.
- Children under 10 years of age cannot utilize computers or check-out independent of their Sponsor.

LOAN TIMEFRAMES

- **28 Day Loan:** Books, Audiobooks (limit 4), CDs (limit 4), and Graphic Novels (limit 4).
- **14 Day Loan:** New Books, New Audiobooks and New CDs.
- **7 Day Loan:** All DVDs
- A maximum of 2 renewals will be granted as long as the item is not on hold for another.

OVERDUE ITEMS

The following procedures will be utilized to retrieve all overdue materials:

- **7+ days:** First Notice delivered to patron via e-mail.
- **14+ days:** Second Notice delivered to patron via e-mail.
- **28+ days:** Third Notice delivered to patron via e-mail.
- **29+ days:** Final Attempt and notice to patron via e-mail and phone; Sponsor's Commanding Officer may be notified.
- **60+ days:** DD139 will be issued to retrieve the cost of materials from payroll deduction.

REPLACEMENT OF LOST/DAMAGED ITEMS

- Items may be replaced with a staff approved equivalent item (same format, title, and condition).
- Items may be paid for via cash, money order, or payroll deduction (DD139).

FEES/PRINTING LIMITS

- The Library does not charge late fees or printing fees.
- The coin copier is for public use and charges 15¢ per copy.
- Computer prints are limited to 10 pages.

EXPECTED COURTESY

- Please reserve cell phone use for outside the Library.
- Distracting/Disruptive behavior will be directed outside the library. Severe incursions may result in a loss of Library privileges and/or be reported through the Sponsor's Chain of Command.
- Children under 13 must be accompanied by parent or sponsor at all times.



ARMY LIBRARY PROGRAM

Woodworth Consolidated Library

549 Rice Road, Building 33500
Fort Gordon, GA 30905

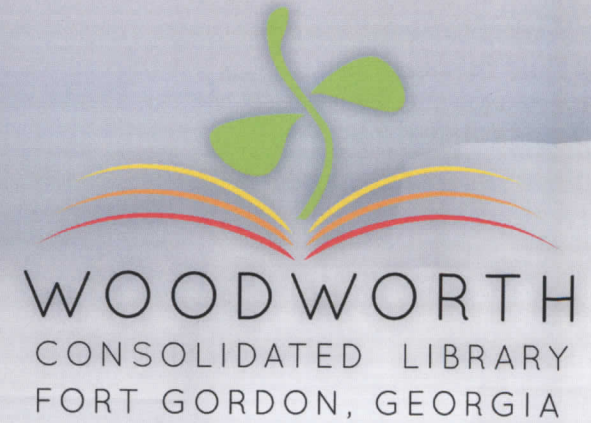
Main Phone (706) 791-7323
Reference (706) 791-2449

www.fortgordon.com/woodworth-library/

Monday	9:00 a.m. - 8:00 p.m.
Tuesday	9:00 a.m. - 8:00 p.m.
Wednesday	9:00 a.m. - 8:00 p.m.
Thursday	9:00 a.m. - 8:00 p.m.
Friday	Closed
Saturday	10:00 a.m. - 6:00 p.m.
Sunday	10:00 a.m. - 6:00 p.m.



www.fortgordon.com



SERVING FORT GORDON
FOR 50 YEARS
(1966-2016)

Without libraries
what have we?
We have no past
and no future.
— Ray Bradbury

Services & Collections

- Computers for Internet, word processing, and research needs
- Comprehensive reference services: help with research, writing, office applications
- Internet & computer applications
- Electronic access to academic research and popular leisure reading (reviewed journals, newspapers, magazines, e-books, audio books, and more)
- Interlibrary Loan
- Free test proctoring
- Wide variety of special programs: book clubs, author talks, Adult & Child reading programs and more!
- Paperback exchanges
- Photocopying
- Children's collections and Children's room with popular books, magazines, & paperbacks.
- Periodicals, journals, magazines, reference collections
- Books: Nonfiction, Fiction, Bestsellers, popular favorites
- Conference Room
- Audio Books & Music CDs
- Popular fiction and Non-Fiction DVDs
- Free Wireless Internet
- Scanners
- Strategy Games and Puzzles available for public use in the library
- Comfortable surroundings, friendly, dedicated and helpful staff!
- FREE notary services

Electronic Resources

**Available to registered
Woodworth Consolidated Library patrons**

BIGCHALK – full-text information in journals, magazines, encyclopedias and more! Need to find a photo, sound or movie clip to include in your research? Try Bigchalk!

elibrary.bigchalk.com/remote
Login: 64-8676 | **Password:** bigchalk

EBSCO – magazines, journals, scholarly publications, and fully available CHILTON'S car manuals (1954 – present).

search.ebscohost.com
Login: s5416516 | **Password:** password

PROQUEST – Full-text magazine, journal, newspaper and reference materials.

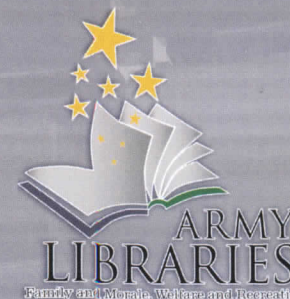
search.proquest.com/
Login: 07FDB82TNX | **Password:** WELCOME

Be sure to check out:

MANGO – learn over 70 languages

Overdrive – for all popular ebook needs

Get started by visiting our Catalog for more electronic resources at: mylibraryus.armybiznet.com/search~S25



ARMY General Library Information System (GLIS)

The Woodworth Consolidated Library is part of the *Army General Library Information System (GLIS)*. Present your Military ID to Register with us, and you will also be conveniently & automatically registered with all Army Libraries in the GLIS system.

Use Our Catalog To Search For Materials at any GLIS location, and YOUR "MY ACCOUNT" to manage your library use from anywhere, anytime: Renew your books, update your account, CONDUCT RESEARCH, place holds, and much more.

Get Started By Visiting Our Catalog At:
mylibraryus.armybiznet.com/search~S25



Did You Know?

Your AKO account is a turnkey to a wealth of professional, educational and Army community information!

Log onto AKO today at www.us.army.mil and find instant access from the AKO homepage to these useful and secure links:

MY LIBRARY
MY EDUCATION
Personal E-mail
Instant AND Video Messaging
DA Pubs & Forms
Personnel & Benefits Information
and Much More!

The Woodworth Consolidated Library is your comprehensive resource for all educational needs. Our friendly, knowledgeable, and helpful team work hard to make your library experience enriching and worthwhile!

VISIT US TODAY!

