The Library and Learning Commons (LLC) is an instructional area of the College offering academic support services within an optimal learning environment by providing a variety of learning, research, and teaching resources – physical and virtual – to students, faculty, and staff of the College. The LLC supports academic success by providing library services and resources, information literacy instruction, academic tutoring, student-centered facilities, and innovative technology. The LLC is committed to facilitating accessibility of services and resources that contribute to students’ success in a global knowledge economy.

The LLC is open to students currently enrolled in a Florida State College at Jacksonville course for which learning support services are provided, and faculty, staff, and retirees of FSCJ.

Members of the community and individuals from institutions that maintain reciprocal borrowing agreements with the College may utilize the LLC facility and some materials on a limited basis; details are available upon request. Those using the LLC must be 16 years of age or older (unless a currently enrolled FSCJ student).

Use of LLC services, facilities, and computers implies full acceptance of LLC access protocols and FSCJ policies, including the Acceptable Use Policy.

A valid FSCJ identification card (Essential Card) must be presented upon request and is required to borrow materials, print, and copy.

Individuals using LLC facilities and services may be asked for information to facilitate reporting of services provided, and students are expected to check in and out using the computers at LLC entrances.

Students with documented disabilities are encouraged to ask for assistance, ideally contacting the Office of Services for Students with Disabilities to optimize arrangements for use of accommodative services and resources.

Academic tutoring labs are designed to assist currently enrolled FSCJ students seeking subject-specific support.

Tutors and master students may assist students with a variety of course-related tasks, with the exception of graded assignments or tests.

Computers are available to currently enrolled FSCJ students with priority access for those completing course-related work. Students may be asked to vacate a workstation during peak periods if use is not course-related.

Computers and wireless access require use of an assigned student Connections ID or faculty/staff Artemis ID.

Computer activities are monitored, and users are responsible for all activity conducted under an assigned ID. Students and staff should not share access information and log off the computer before leaving the workstation.

Accessing unlawful material or sharing files illegally is strictly prohibited. Accessing images, sounds, or messages that could reasonably be expected to create an atmosphere of discomfort or harassment is not permitted.

Printing and photocopying are available to currently enrolled students at a charge of 10¢ per page. An Essential Card is required, and funds may be added at the Business Office or online through Connections. Printing is not available from wireless connections/devices.

Cell phone ringers must be silenced when in the LLC, and all phone conversations must be conducted outside the facility.

Drinks are allowed only if in closed containers (no beverages in computer areas). Food is not permitted.

Individuals using LLC facilities are expected to assist in maintaining an environment conducive to learning.

Anyone violating policies or disrupting the academic environment of the LLC will be asked to leave the facility.

The privilege of accessing LLC facilities and resources may be suspended or revoked.

**LET US KNOW HOW WE MAY HELP!**