

What can go on reserve?

Type of Material	Hardcopy/Print	Electronic
Entire books from the Musselman Library collection or purchased copies?	YES	If available as an ebook
Entire CDs, videos or DVDs from the Musselman Library collection or purchased copies?	YES	YES
Entire journals, audiocassettes, or CD-ROMS from the Musselman Library Collection or purchased copies?	YES	NO
Photocopies of chapter readings? <i>(must include photocopy of actual copyright page)</i>	YES	YES
Photocopies of journal articles? <i>(must include photocopy of actual copyright page)</i>	YES	YES
Commercially produced coursepackets?	NO	NO
Workbooks, answer sheets, standardized tests, i.e. "Consumable Works"?	NO	NO
Textbooks?	If purchased by the department	NO

- *What percentage of the original may I copy?* We recommend 10%
- *How many copies of each reading can go on reserve?* 1 copy
- *May reserve readings be all the assigned readings for the course?* No

Other questions? Contact:

<p>Print & Electronic Reserves</p> <ul style="list-style-type: none"> • Lisa McNamee, X7025, lmcnamee@gettysburg.edu 	<p>Media Reserves</p> <ul style="list-style-type: none"> • Nancy Bernardi, X7022, nbernard@gettysburg.edu
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