

## **TWU Libraries Noise Policy**

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The TWU Libraries are committed to providing an environment that is conducive to study as well as welcoming to all users. All library staff and users of the Libraries should respect the rights of others and refrain from making excessive noise while using the Libraries.

We want to create an environment that promotes intellectual inquiry, the exchange of ideas and the discovery of knowledge. Students and other researchers expect to find quiet areas for study. At the same time, many courses require group workspace within the Libraries to complete assignments. Because the TWU Libraries are also used as a teaching space where librarians and staff converse with users to assist them in addition to carrying on library business transactions, noise is inevitable. Technology within the Libraries (computers, printers, copiers, etc.) also produces noise. We try to find a balance among the variety of users.

If an area is too noisy, there are several options:

- Move to one of the designated quiet areas (3<sup>rd</sup> floor)
- Use headphones or earplugs
- Move to a single study room if unoccupied (2<sup>nd</sup> and 3<sup>rd</sup> floors)
- Avoid working near service desks (Information, Circulation)

The following guidelines are enforced while in the Libraries:

- Use headphones as long as the noise coming from them is not audible
- Sound and audio features must be disabled on laptops
- Cell phones and beepers should be silenced. If you must use your cell phone, move to the stairwells, study rooms, balcony, or first floor entrance
- Refrain from loud or disruptive conversation or other noisy behavior
- Be considerate of those around you
- Engage in quiet conversation in the group study rooms and other non-quiet designated areas

All University library users are expected to abide by these policies and will be asked to comply if necessary. Library employees are empowered with the responsibility to approach groups and individuals and ask them to discontinue the disruptive behavior. Users who become belligerent or refuse to comply will be asked to leave.