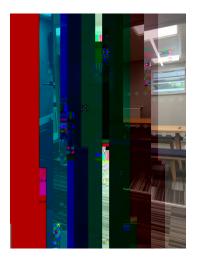
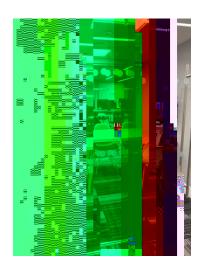
Booking a study room

There are eight bookable group study rooms on the 1st Floor. The rooms can be used without booking if they are empty, but occupants must move along if a group has booked the room. For any queries regarding room bookings, speak to a member of staff at the Welcome Desk.



Rooms 110, 111, 112, 113 and 114

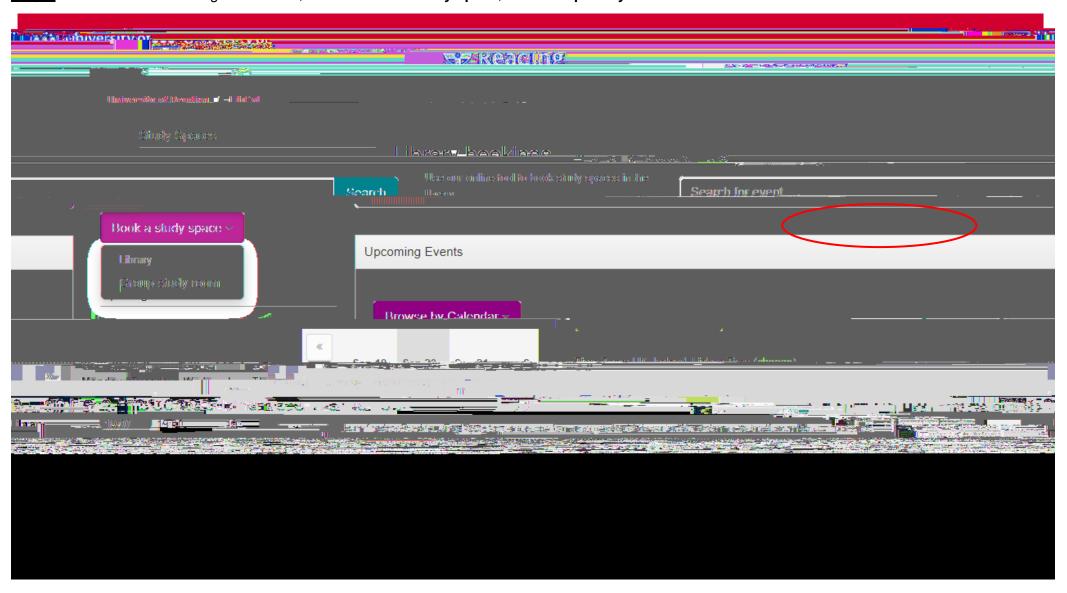


Step 1: Go to https://reading-ac.libcal.com/

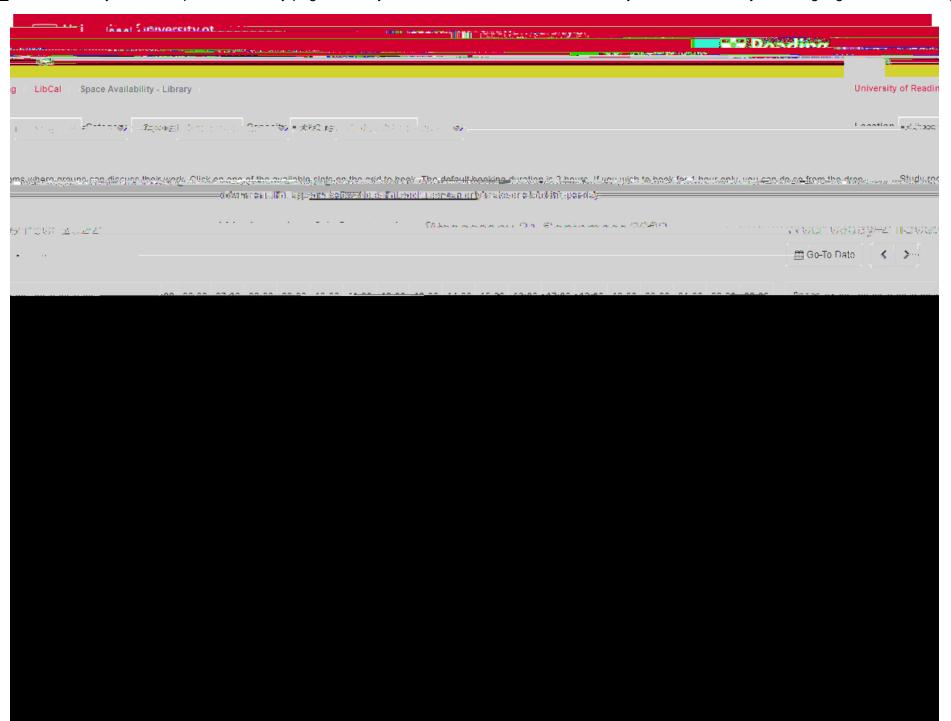
You can access this link at the bottom of the Library website homepage, or go straight to the booking page by scanning the QR codes found outside the study rooms.

Find more information about Library study areas at https://www.reading.ac.uk/library/using-the-library/services/study-areas.

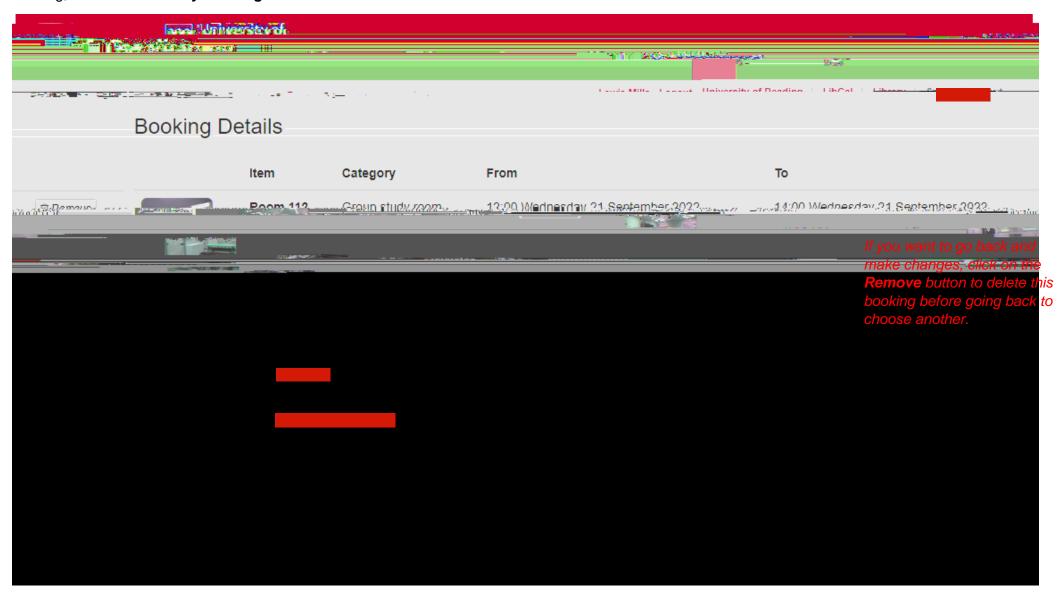
Step 2: In the sidebar on the right-hand side, click on Book a study space, then Group study room.



Step 3: This will take you to the Space Availability page, where you can select the room and time that you want to book by selecting a green slot on the grid.



<u>Step 4</u>: Once you submit your times, you may be prompted to enter your University username and password if you haven't already logged in. You will then arrive at a confirmation page where you should see all your booking details, as well as your name and University email address. If you're happy with the booking, click on **Submit my Booking** to confirm.



Step 5

Hi Lewis,

