

Self-Guided Walking Tour of Green Library

Welcome to the Cecil H. Green Library,
Stanford's largest library containing the Social Sciences and Humanities collection.



Green East Entrance a.k.a. the South Portal



With its collection of nearly 3 million volumes, Green is the largest library on campus. It is composed of two major parts: **Green East** and the **Bing Wing** (Green West).

The entrance opposite Meyer Green (next to the large red hoop fountain) is the **South Portal** (*sometimes referred to as the East Portal since it leads into the East Wing*).

The entrance facing the Main Quad is the Bing Wing entrance.

You can use a computer to register as a visitor or swipe your Stanford ID to enter at either entrance.

You will be asked to show the contents of your bags and backpacks as you exit.

Circulation & Privileges

Checkout, Reserves, Holds, Book Searches, Library Cards

Through the turnstile and straight ahead, you will see the **Circulation & Privileges Desk**.



At the **Circulation Desk** you:

- Check out items with your ID.
- Request items from course reserves. *Note: Media Reserves are downstairs in Media-Microtext.*
- Fill out search request forms for missing items.
- Pick up items paged from Stanford Auxiliary Libraries (SAL1&2, SAL3).
- Look for lost items or turn in items you find.

At **Privileges** (far end of counter) you:

- Check out a locker.
- Sign up for a study carrel (for graduate students and faculty only--check with Privileges for eligibility).
- Pay fines.
- Obtain extended privileges (visitors).
- Obtain print/copy cards.

Near the Privileges end of the desk are two slots for returning library books or reserves. Make sure the reserves go in the correct slot (the one on your left, when facing the return slots) because the late fines are higher for reserves.

Across from the Circulation Desk are two printer/copier/scanners machines. They work with copy cards or Stanford IDs. You will find others throughout the library.



Near the Green East entrance are **stained glass window panels** displaying the months of the year.



Across from the stained-glass window panels is a **bust of Victor Hugo** by **Auguste Rodin**. For more Rodin works, be sure to visit the Rodin Sculpture Garden and the Cantor Arts Center.

Auguste Rodin
France, 1885-1917

Information Center (IC)



The horseshoe shaped desk just beyond the Circulation Desk is the **Information Center (IC) Desk**. The IC staff members are available to help you with your research needs in person, on the phone, by email, by chat and even by mail.

Across from the IC Desk are computers connected to the Internet for use of the online catalog or electronic databases. These computers are available for all patrons. Ask at the IC Desk if you are having trouble finding them or getting started. You will find other computers throughout the library. All are attached to printers. There are two Windows computers designed primarily for the use of CD-ROMs available behind the IC Desk.

IC Reference Collection

Behind the computers is the beginning of the Information Center's print reference collection. These materials remain in the library to help you answer general questions or begin your research. You will find encyclopedias, indexes to major newspapers and periodicals, biographical dictionaries, atlases, plus reference works on history, social sciences, literature and humanities. This collection is supplemented by works in the Bing Wing Resource Centers (discussed later in this tour), which tend to have more advanced or specialized resources.

Shelving Locations

Between the elevator and stairs across from the IC Desk is a shelving location guide. Pocket copies are available at the IC Desk. Once you have the call number for an item, look on this list to see where it is shelved. SearchWorks may simply say "Stacks" as the location. This is library jargon for bookshelves, and in this case means those that are not in a special location such as the Information Center or Special Collections.

Newspapers

Also behind the Information Center Desk is a collection of some 300 newspapers from the United States and around the world.

Newspapers from US are on the shelves closest to the IC Desk; a selection of international newspapers are on the other low shelves, and the rest of the newspapers, organized by continent, country and city, are shelved behind the periodical display shelves.

Back issues of many titles can be found on microfilm in the Media & Microtext Center downstairs or online through databases.

Current Periodicals



A select number of magazines are displayed on the shelves near the newspapers (listed as IC-Display in SearchWorks), but to find most, cross over to the Current Periodicals section. This L-shaped section starts around the corner from the sit-down computers across from the IC Desk and ends under the panoramic windows.

The current periodical collection is arranged alphabetically by title. "Current" can mean a few months or several years, depending on the publication. Once issues are bound, they given a call number and shelved with the books in the stacks. The call numbers are listed on the boxes holding the current issues. (For the IC-Display periodicals, look for a list with call numbers on the post near the shelves.) Current periodicals do not circulate, but bound volumes can be checked out.

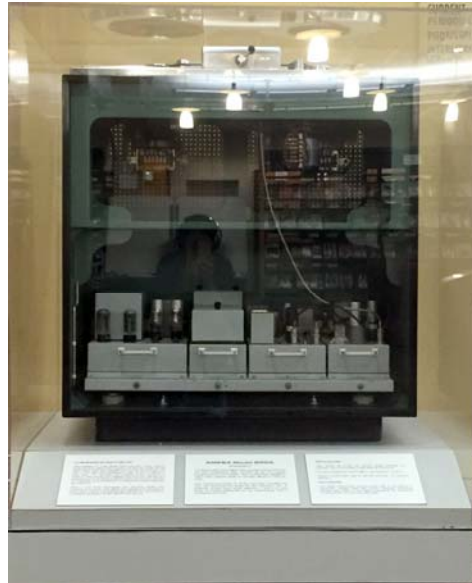


Green statue near the IC Desk

Ogham Speaks, created by Irish artist John Coll, celebrates the four Irish Nobel Prize laureates in literature: W. B. Yeats; George Bernard Shaw; Samuel Beckett; and Seamus Heaney. It was acquired from The Kenny Gallery in Galway, Ireland.

The Nobel laureates' names are depicted in Ogham on each of the stone's edges. As viewed from the base upward, each face emerges from the stone in a series of steps; the distinctive character of each particular writer is revealed by the individual texture of his face.

Ampex Recorders Display



The large grey device is an early two-inch VRX-1000 videotape recorder, the fourth ever produced. It was manufactured by AMPEX and purchased by CBS for use in their Television Broadcast Network in 1956. The black device is an Ampex Model 200A professional tape recorder which went into broadcast service at the ABC radio network facility in Chicago, IL in 1948 to shift radio programs from the East Coast to the West Coast. It was once owned by Bing Crosby. These artifacts are part of the Special Collections Historical Collection of Ampex Corporation, 1944-1999. Ampex was one of Silicon Valley's pioneering technology companies and, for over five decades, an industrial leader in magnetic recording and data storage. The collection, 577 linear feet in size, includes the artifacts of the former Ampex Museum of Magnetic Recording; an extensive photographic archive of more than two hundred thousand images; documentation and product files; and Ampex publications.



Tapestry hanging on the Green East Stairs

The unnamed tapestry hanging in the Green East stairwell was created by Helena Hernmarck, a Swedish textile artist and weaver who uses spun and dyed yarns from Sweden on Swedish looms. She specializes in large-scale public tapestries. Ms. Hernmarck was educated at the Stockholm College of Arts, Crafts, and Design. She moved to North America at the age of 22 and has had her own textile studio for over 30 years. Her work is represented in the Museum of Modern Art New York, the Los Angeles County Museum of Art, the Metropolitan Museum of Art, and the National Museum of American Art.

Lower Level

Take the elevator or stairs across from the IC Desk down to the Lower Level. Turn to your left and walk toward a glass-enclosed area. This is the Media & Microtext Center. Along the way, look at the shelves. You will see bound periodicals, as well books. *Look on the ends of the bookshelves to find the light switches.*

Media-Microtext Center



The Media & Microtext Center houses the library's media and microtext collections. This is where you can:

- Check out or borrow a film.
- View newspapers and other publications on the microfilm readers provided.
- The collection is kept in closed stacks. Check the catalog first for the call number to request an item at the desk.

Head back toward the stairs or the elevator. Notice the large folio cases on your right. Oversized books (marked with "F" after the call number) are shelved here. Most areas of the library have folio cases. Oversized books may also be on the bottom shelves of the stacks. Just past the stairs is a communications room with computers and a printer/copier/scanner. Similar rooms are located on the 2nd and 3rd floors of Green East.

Continue past the communications room, and you will come to a crossroads. To your right are restrooms and a water fountain. There are other restrooms on the 2nd and 3rd floors. To your left you will find a long corridor that leads to the end of the lower level stacks where you will find a number of study carrels. Straight ahead and up a few steps is the Bing Wing basement where most of the U.S. Federal Documents are shelved.

Return to the stairs/elevator and go back to the first floor. It is time to explore the Bing Wing.

Bing Wing 1st Floor

Go past the Circulation Desk and continue past the bust of Victor Hugo on the right and stained glass windows on your left. Turn right. You'll see a staircase on the right. Beyond that are restrooms as well as an elevator that you can use to go to the 2nd and 3rd floors. This is also the elevator you can use to go down to the Bing Wing basement, but for now, continue on into the Bing Wing.

Social Science Data and Software (SSDS)



SSDS staff members provide services and support to faculty, staff and students with social science data and in selecting and using popular quantitative (statistical) and qualitative software (SPSS, SAS, Stata) for research and instruction. Services are provided via consultations, workshops, and help guides. The Velma Denning Room (120F) is located in the Social Sciences Resource Center (SSRC) on the first floor of Green Library's Bing Wing.

Social Sciences Resource Center (SSRC)



The Social Sciences Resource Center (SSRC), located on the first floor of the Bing Wing; is the focus of the library's collections, resources, and services in support of advanced social science research at Stanford. Researchers engaged in advanced research can contact the subject specialists via email or arrange an in-person appointment. Subject specialists—in conjunction with the faculty—plan and conduct specialized instruction for classes or other Stanford groups.

Public computers in the SSRC Reception area and in the Jonsson Library stacks provide access to Stanford's online resources. Group study rooms in the SSRC are available on a first-come basis to the Stanford community.

Jonsson Library of Government Documents

(West Wing Stack Level I and Bing Wing Basement)



Here you will find:

Publications of the U.S. Federal and California State agencies; British government documents; United Nations; and Organization of American States.

An extensive microform collection of statistical publications from U.S. Federal and California State

agencies, international organizations; United Nations historical documents; and Congressional and Senate historical documents, reports and hearings.

The Jonsson Social Sciences Reading Room

The **Jonsson Reading Room** houses an array of reference collections that include:



Scholarly encyclopedias, handbooks, dictionaries, directories and guides supporting research in the social sciences and government documents.

Foreign statistical yearbooks, historical statistical compilations, country studies and handbooks, and finding aids for U.S. and British government archives.

Current core journals in the social sciences.

Circulating collections are: Classic texts; Center for the Study of Language and Information; new and notable books.

Bing Wing 2nd Floor

Take the staircase located outside the Jonsson Reading Room to the 2nd floor, or return to the hall between Green East and the Bing Wing to take the elevator to the 2nd floor.

Humanities and Area Studies Resource Center



Lane Reading Room

The Lane Reading Room offers print reference collections and specific "mini-collections" devoted to important topical areas, including: Stanford history; California history; new fiction; new scholarly books in the humanities, digital culture and humanities computing.

The Stanford University History Collection includes all previous editions of the yearbook, the Stanford Quad, first published in 1894.

The Lane Reading Room houses the HAS-DIGIT collection, which provides access to Stanford University Libraries' growing electronic, text, and image collections in the humanities.

Also to the right is the entrance to a room with a printer/copier/scanner. Along the south wall of the Lane Reading Room are the Stanford University Presidential Portraits.



Athanasius Kircher's Magnetic Clock

The fishbowl-looking clock in the Lane Reading Room is a reconstruction of Athanasius Kircher's magnetic clock, created by artist Caroline Bouguereau. The clock uses hidden magnets to make the globe of the Earth rotate slowly. The fish, made of glass, hovers mysteriously in the liquid and points to the correct time on the globe.



Munger Rotunda

Exit the Lane Room and walk into the Munger Rotunda. Stop at the beautiful, custom-built circular table featuring wood from a 300-year old coast live oak that was a favorite of Leland Stanford, Jr.

Straight ahead you will see a door to the West Stacks. Through that door is the W4 Stacks.

To your left is the entrance to the second floor of Green East. Turn to your right and proceed through the **Peterson Exhibit Gallery** which flanks the grand stair on the 2nd floor. You'll go past restrooms and water fountains. There are other restrooms and water fountains near the same locations on the 1st floor of the Bing Wing.



Special Collections & University Archives

At the far end of the Peterson Exhibit Gallery is the **Field Room**, a proctored reading room that houses the Special Collections & University Archives Department. The collections consist of: rare works; manuscripts; and materials related to the history of Stanford. Collections include: John Steinbeck's Nobel Prize medal; the Allen Ginsberg papers; the Apple Computer Inc. records; the Ampex Corporation collection; the Huey P. Newton Foundation papers better known as the Black Panther papers; the R. Buckminster Fuller collection, and the oldest item in the library, a cuneiform tablet dating to 2056 b.c.

Materials are paged once a day for use in the room. Researchers must sign in, place all personal belongings in lockers just outside the reading room. No pens, only pencils may be used in the room.

When you exit the Field Room, turn right and head toward the Bing Wing elevator. Take it to the 5th floor (not W5) to see the **Bender Room**. As you exit the elevator, walk straight ahead. The Bender Room will be on your left.

Bender Room



The Bender Room, with its beautiful views of the Main Quad, offers comfortable seating and a quiet atmosphere for study, leisure reading, and reflection.

The non-circulating collection comprises classic works in a wide variety of subjects. For each title there should be a circulating copy elsewhere in the library.

Books are arranged by call number located on the front cover of each volume, rather than on the spine.

As you leave the Bender Room, turn right to take the elevator down.

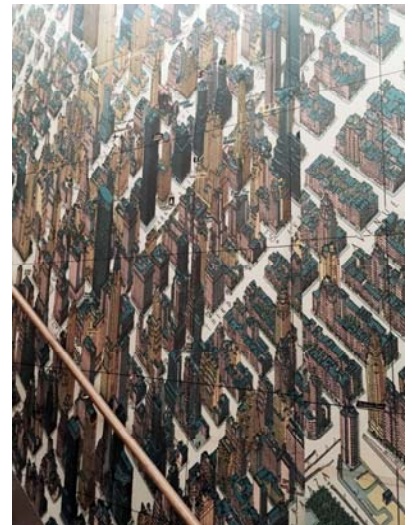
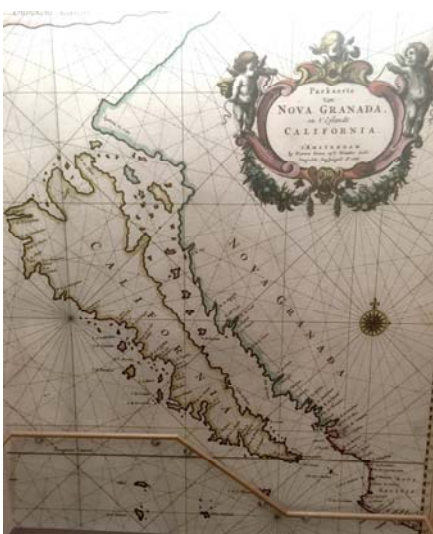
This elevator goes to each floor of the West Stacks (designated with a "W"), as well as to each of the floors of the rest of the Bing Wing. There are generally two floors of the West stacks for every main floor in this wing. You will find buttons for the odd-numbered floors such as W3, W5, and W7, but for even floors such as W4 and W6, exit on the 2nd and 3rd floors, respectively, and turn to your right twice to enter the West Stacks.

David Rumsey Map Center



Take the elevator down to the 4th floor and exit to the **David Rumsey Map Center**. Stanford community users show their ID card to enter the Center. Non-Stanford users register at the kiosks with their current photo ID, print two user IDs, retain one and give the other to Center staff when they arrive.

The Map Center has a large collection of rare atlases and maps in paper format as well as digital maps that can be manipulated on the high resolution presentation screen or the high resolution touch screen. Collections in the David Rumsey Map Center include: the David Rumsey Map Collection focusing on 18th and 19th century North and South American cartographic materials; the Barry Lawrence Ruderman Collection of antiquarian maps of the world; The Glen McLaughlin California as an island map collection; and antiquarian Maps of Africa from the collection of the late Dr. Oscar I. Norwich and the Stanford University Libraries.



Take the staircase wallpapered with maps down two flights to the 2nd floor of the Bing Wing. From there you can proceed down the grand staircase to the Bing Wing exit or continue on the elevator to the 1st floor.

Bing Wing Entrance



West Portal (Inside)



On either side of the **West Portal**, you will see the offices of the directors of the Stanford University Libraries.

If you have picked up any books or bound periodicals along the way, you can check them out here as well.

Please Remember

We have an outstanding collection, but we need your help to protect and preserve it.

- Please do not mark or deface materials.
- Please do not bring food or drink to the library; even minute crumbs can attract insects that will then move on to nibble the books.
- If you find something that needs mending, please take it to the Circulation Desk or Media & Microtext Desk, depending on the format.

Please be considerate of others doing research.

- Turn your cell phones off, and step outside the library if you need to make a call.
- If you are working on a group project, use a group study room. These are available on a first come basis, with groups having priority over individuals.

"Hidden" Places

Some parts of Green Library are especially hard to find.

- **The Raubitschek Collection** and the **Frank L. Kovacs Numismatic Library** are located on the 3rd floor of Green East, two right turns off the main stairs, past the restrooms.
- **The Seminar Room** used by the History Department is located on the 3rd floor of the Bing Wing. Take the Bing Wing elevator to the 3rd floor. The Seminar Room is straight ahead on your left.

Thank you for coming to Green.

If you have any questions, feel free to come to the Information Center Desk or to e-mail us at infocenter@stanford.edu.



Library Facts

- There are 23 libraries at Stanford University.
- There are close to 12 million items in our collections.
- Green is the largest library at Stanford, and holds approximately 2.9 million volumes.
- Media & Microtext has over 150,000 reels of microfilm and 300,000 films.
- Green Library averages over 1,500 visitors per day.
- There are over 50 Subject Specialists and General Reference librarians available.
- More than 50 library workshops are held in Green Library every quarter.
- Over 600 books are checked out on an average day at Green Library.
- The author with the most number of works in Green Library is William Shakespeare.
- Green Library staff answer questions in person, by phone, by email and chat and even by mail.
- While the lights in the Bing Wing stacks are activated by motion sensors, you must use the switches at the end of each row for light in the Green East stacks.
- Green Library is named for Cecil H. Green. There is a portrait of Cecil H. Green, the founder of Texas Instruments, on the wall opposite the Information Center Desk.
- Peterson Exhibit Gallery rotates every three months.
- The Bing Wing of Green Library is named after Peter and Helen Bing.