Library Policies

Library Access

Please visit our Library Access page for specific policies related to accessing Galter's resources, and accessing the library building.

Animals

The Galter Library welcomes trained service animals on a harness, leash, or other type of tether. Users who bring non-service animals into the library will be asked to leave.

Cell Phone Use

- Set your cell phone ringer to silent or vibrate
- Use a low speaking voice
- Keep your conversation brief

Where can I make or take a quick cell phone call?

- Level 1 water fountain/lockers hallway

Extended conversations should be taken outside the library.

Collaboration and Quiet Zones

The Galter Health Sciences Library is divided into collaborative and quiet zones. Study zones have varied noise levels and allow users to determine which areas of the library are best for the type of study environment they need. Signs are posted in all areas of the library so it should be clear to users and staff what is permitted and expected regarding noise levels.
Collaborative Zone

Where: **Mezzanine and Level 1, including the Searle Reading Room and Eckenhoff Reading Room**

- Conversation permitted
- Set cell phone to silent or vibrate
- Short phone calls (please use the hallway on Level 1 near restrooms and water fountains)

Quiet Zone

Where: **Level 2, including Dollie’s Corner**

- Occasional talking
- Low speaking voice
- No cell phone conversations
- Set cell phone to silent or vibrate
- Quiet when entering and exiting group study rooms

Note: The quietest area of study is the West reading room on Level 2.

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Food and Drink in the Library

Food is not allowed in any area of the Galter Library. Beverages are allowed only in spill-proof commuter mugs and covered cups. Users are asked to respect this policy and not to have beverages near valuable computer and electronic equipment.

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Web Privacy Policy

Follow this [link](https://galter.northwestern.edu/about/library-policies.pdf) for more information about our privacy policies for the Galter Library website.

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