



STANDARD OPERATING PROCEDURE

DEPARTMENT:	Library Services	TITLE:	LISTENING/VIEWING CENTER
PURPOSE:	To identify Listening/Viewing Center Services located in L101 for <u>Laney Student Use Only.</u>		
PROCEDURE:	<p>Located on the First Floor (basement), the LV Center has PCs, word-processing software WORD, WordPerfect, TELECOURSE equipment, instructor's reserves, audio/video tapes, slides, filmstrips, phonograph records, CD recordings, DVDs and a self-service high speed cassette copier. <u>LANGUAGE TAPES are also available.</u></p> <ul style="list-style-type: none"> To use the Center's resources, you must present a Peralta Student ID card with a current Laney College semester sticker. 		



STANDARD OPERATING PROCEDURE

DEPARTMENT: Library Services		TITLE: LISTENING/VIEWING CENTER	
KEY WORDS			
DEFINITIONS AND ABBREVIATIONS			
RESOURCES			
Last Edits:			
Responsible:		Approved by:	
Date for Review:		File Ref:	
Previous Titles:			