**Regulations on using group work rooms**

1. The Main Library of the Medical University of Bialystok has two group work rooms at its disposal: Multimedia room (entrance under pillars) and III room of the Student Reading Room.
2. Group work rooms are disclosed for didactic and educational purposes for groups **between 2 and 15 users** of the Main Library of the Medical University of Bialystok with active library accounts.
3. Reservation of group work rooms is conducted solely online by means of an electronic reservation system available on the Library website.
4. Reservation of the room constitutes an approval of the provisions of the hereby Regulations.
5. By conducting a reservation one must indicate a **room, number of persons** using the room, **date and time of reservation, first name and surname and email address.** Maximum duration of a single reservation **amounts to 3 hours.**
In case there is a need to use the room longer, one must report this fact to the librarian on duty in order to check if this is possible.
6. Reservations of the room should be made no later than 24 working hours prior to commencing the use of the room.
7. The first group may use the room from 8:00 (Monday to Friday) or from 9:00 (Saturday).
8. The last group which uses the room ought to leave it a quarter before the closing time of the Library on a given day.
9. In case of resigning from the reservation, the user is obliged to pass this information by phone at 85 748 54 47.
10. All persons wishing to use the room for the group work are obliged to display a **valid student ID card/mID card/library card** to be verified by a librarian on duty before using the room.
11. It is forbidden to disclose the group work room to other persons.
12. The multimedia room has a projector and a laptop with access to the internet at its disposal.
13. The use of library materials available in the Student Reading Room and the Journals Reading Room is possible solely after conducting their temporary rental and it concerns solely the materials marked as possible to be rented.
14. In the group work rooms it is possible also to use one's own materials and one’s own computer equipment.
15. The User bears full responsibility for library materials and equipment located in the group work room.
16. The user of the group work room is obliged to behave in such a way so as not to interrupt other persons using the Library.
17. After completing studying the user is obliged to return library materials to the designated place and leave the premises in the state in which it found them.
18. The librarian is entitled to check the state of abandoned premises. In case of damages the person using the room bears material responsibility for the caused damages.
19. The Main Library of the Medical University of Bialystok does not bear any liability for any personal items and equipment left in the rooms.
20. In case of matters not resolved in the hereby Regulations, other regulations binding at the Main Library of the Medical University of Bialystok shall apply.
21. Breaching the provisions of the hereby Regulations shall result in being deprived of the possibility of using the group work rooms.
22. In case of noting a breach of the principles in place the librarian may demand immediate abandoning of the group work room and/or block the email address of the user in the reservation system.