



AUGUSTA UNIVERSITY

Reese Library

Instructions to Book a Reese Study Room Online

1. Go to the Reese Library Home page: <http://augusta.edu/reese>
2. Click the button on the right side of the page that says "Book a Study Room".
3. You will see a widget come up where you can search for available times. Select the type of room you need (group study room or presentation room) and the date.

Search for Available Times

Reese Library Group Study Rooms

Tuesday, March 15th

Show all For 1 - 4 people For 5 - 8 people

SEARCH

4. Click search to see the available times
5. When the available rooms appear, select the date and time(s) you prefer.

Reese Library Group Study Rooms

209 ⓘ

Tuesday March 15th, 2016

Capacity: 4

- 10:30pm - 11:00pm
- 11:00pm - 11:30pm
- 11:30pm - 11:59pm

SUBMIT TIMES

6. Click Submit Times and you will be prompted to login with your Augusta University credentials.
7. Now enter your first and last name together with your university email account. Click Submit my Booking to complete the reservation. You will receive an email confirmation.