

Course Reserves Item List for **PHOTOCOPIES, and SOUND or IMAGE FILES**

**Course name and number:** \_\_\_\_\_ **Instructor:** \_\_\_\_\_  
**Date material added:** \_\_\_\_\_ (*first-time submissions must be accompanied by a Course Reserves Submissions Form*)

**LOAN RULE: In Library use only:** \_\_\_\_\_ **Overnight:** \_\_\_\_\_ **One week:** \_\_\_\_\_  
**FORMAT: Hard copy only:** \_\_\_\_\_ **Electronic reserve only:** \_\_\_\_\_ **Both:** \_\_\_\_\_

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- B. **Book or CD TITLE:** \_\_\_\_\_  
**AUTHOR, EDITOR, or COMPOSER:** \_\_\_\_\_  
**PUBLISHER:** \_\_\_\_\_ **Publication Date:** \_\_\_\_\_ **Pages:** \_\_\_\_\_

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