



CEBU NORMAL UNIVERSITY - LEARNING RESOURCE CENTER



LIBRARY ORIENTATION





Service Hours

7:00 AM
8:00 PM

Monday – Thursday

8:00 AM
7:00 PM

Saturday





CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



**2ND FLOOR
LIBRARY BUILDING**



LOCATION

02



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

LIBRARY RULES

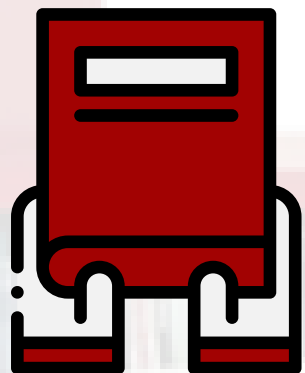
03



**Observe silence at
all times.**



**No food or drink inside
the library.**



**Return the books
after reading.**



**Don't leave your
things unattended.**



LIBRARY POLICIES (BORROWING AND RETURNING)

04

Circulation Type	Loan Period	Renewal
Fiction (FIC)	7 Days	once
Filipiniana (FIL)		non-renewable
Reference (REF)		once
Reserve (RES)	Library Use Only	
Graduate Studies (GS)		



LIBRARY POLICIES (FINES, PENALTIES AND LOST BOOKS)

04

Overdue books

Books not returned on the due date shall have a fine of five pesos (Php5.00) per day excluding Sundays and Holidays.

Lost books

Lost book(s) shall be paid for based on the current value of the book or replace them with the following conditions:

- **Same title and author, preferably with the latest copyright**
- **Processing fee which is 10% of the price of the book**
- **Reprinted copy is not accepted as replacement of an original edition**



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



01 Receiving Area

- All library users must wear their valid University ID (RFID-activated) upon entering the library.
- Scan your ID at the entrance turnstile to gain access.
- Don't forget to get your priority number after entering.

LIBRARY AREAS

05

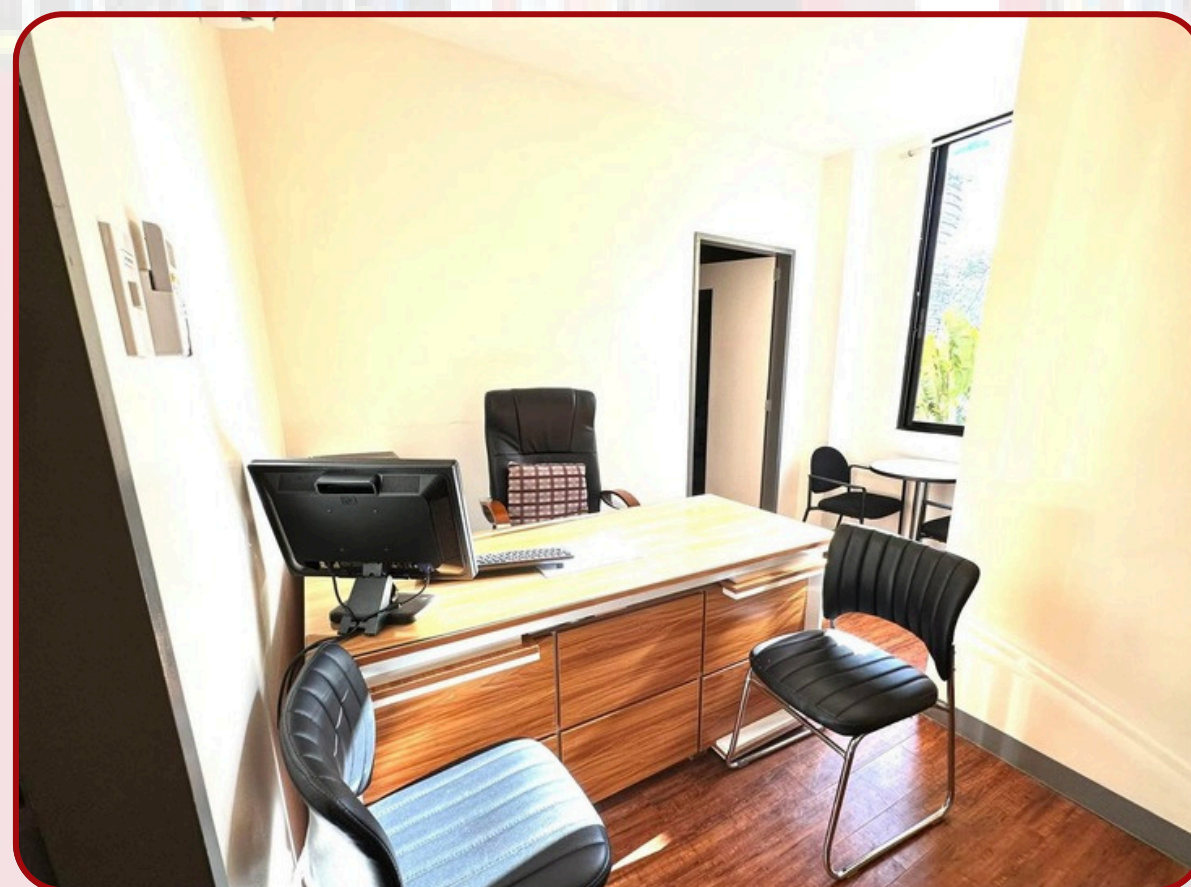


CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

02 Head Librarian's Office



03 Technical Service Section



Handles the acquisition, organization, processing, and maintenance of library materials to prepare them for user access.

LIBRARY AREAS

05

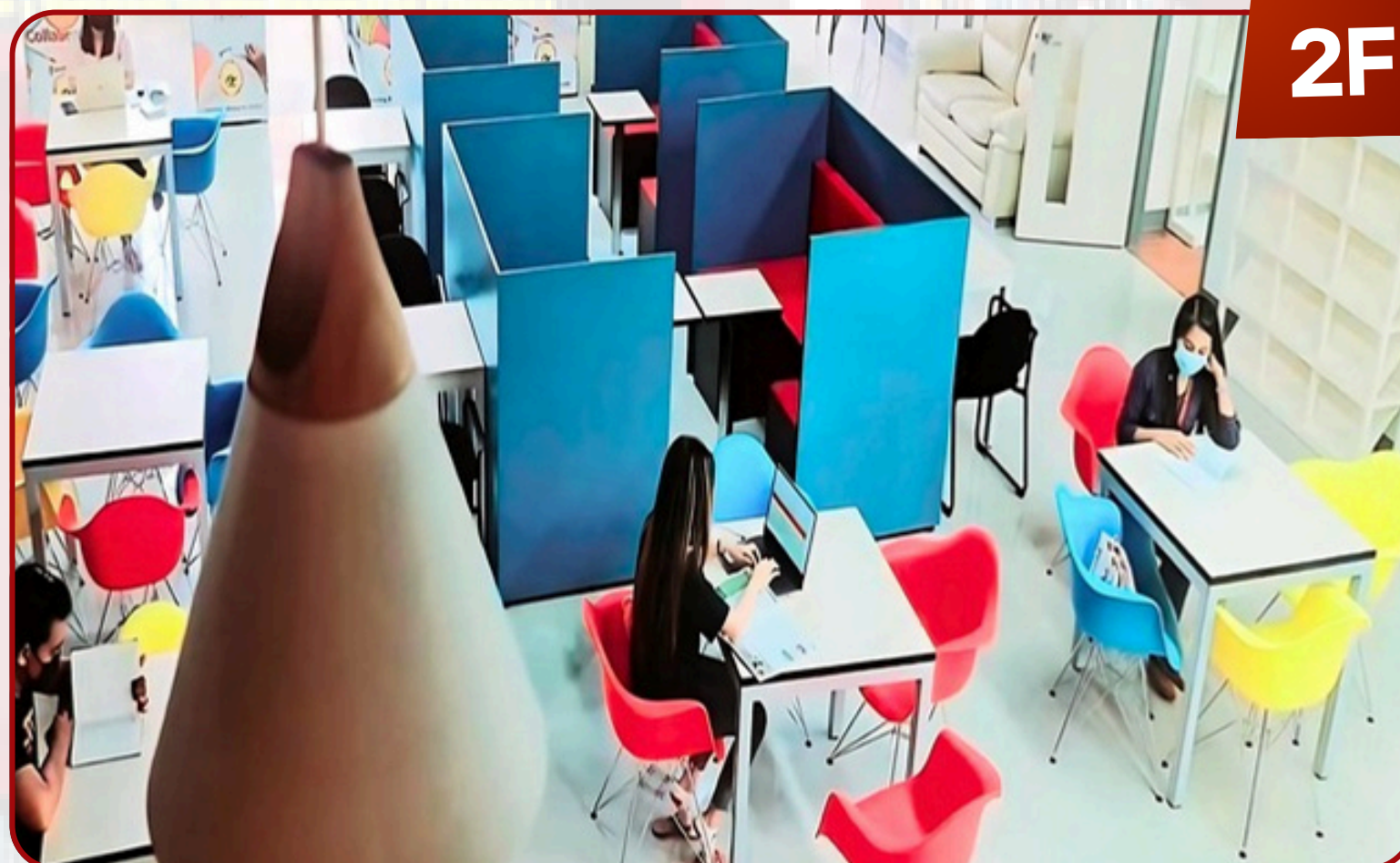


CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

04 Reading Areas



LIBRARY AREAS

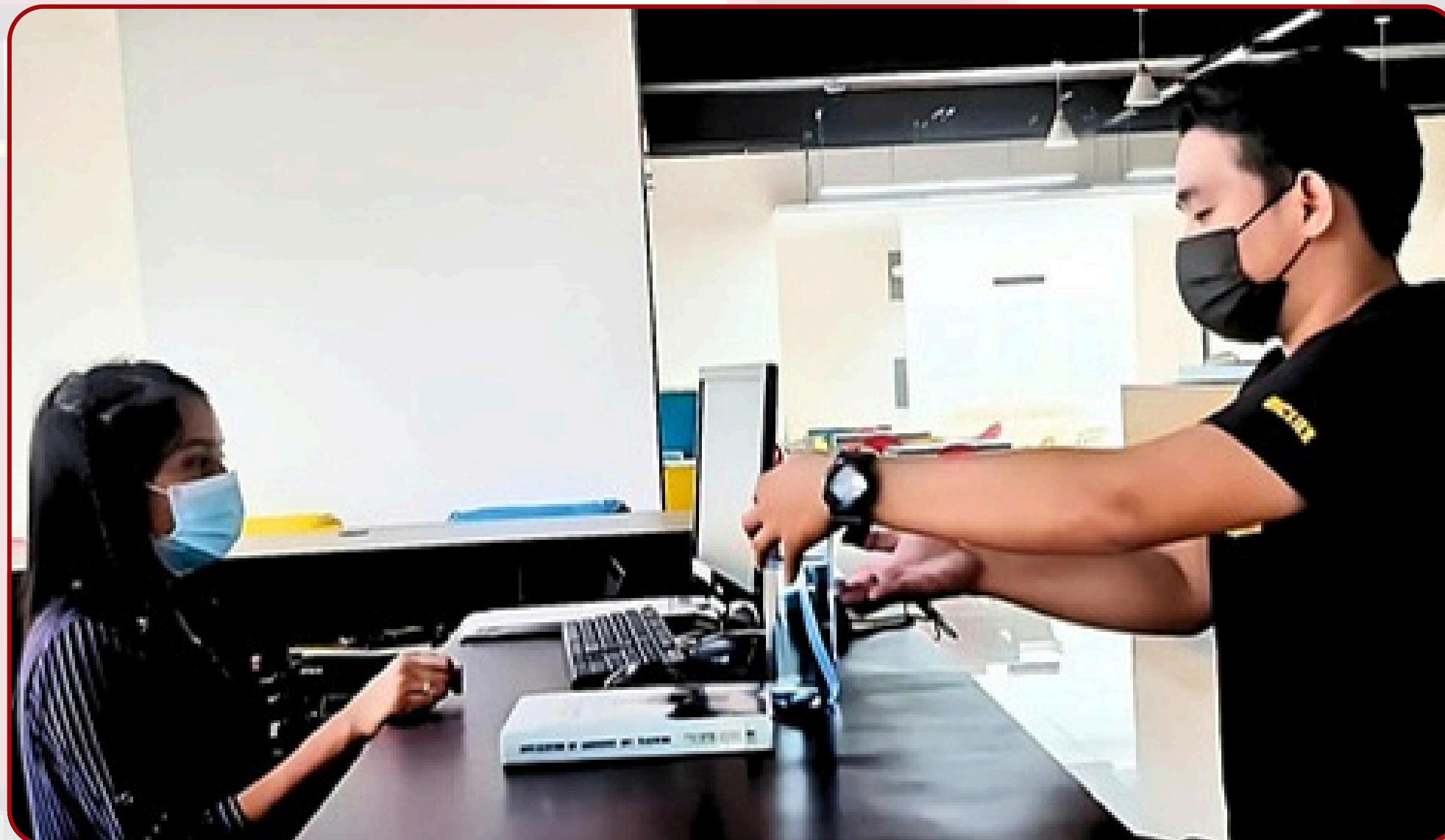
05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



05 Circulation Counter

- Handles borrowing, returning, and renewing of library materials.
- Assists with library inquiries.

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

06 Learning Spaces

Open Discussion Rooms



5 rooms available on a first come, first served basis.
Please keep noise to a minimum.

Closed Discussion Rooms



Equipped with RFID access.
Reservation required at the Receiving Area.

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



07 Graduate Studies Area

- Houses theses, dissertations, technical and clinical papers, and faculty works.
- For library use only—no photocopying allowed.

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



08 Reserve Section

- Contains rare, expensive, and frequently used books, including faculty-recommended titles.
- For library use only — no photocopying allowed.

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

09 Library Function Spaces

Conference Room



Used for faculty/admin meetings, videoconferences, and training.
Max: 15 users. Reservation form at the Receiving Area.

Function Room



Open to CNU faculty, staff, and students.
For university-related activities only-not for private study.
Reservation form available at the Receiving Area.

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

10 New Arrivals



11 Storytelling Area



LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



12 General Reference & Special Collections Area

- Includes dictionaries, encyclopedias, yearbooks, handbooks, atlases, maps, and other reference materials.
- For library use only

Special Collections include:

- **American Shelf** – Donated by the Thomas Jefferson Information Center
- **British Council Collection** – Donated by the British Council
- **NCDA Collection** – From the National Council on Disability Affairs

LIBRARY AREAS

05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



13 Periodicals' Area

- Houses journals, magazines, newspapers, clippings, pamphlets, and other ephemeral materials.
- For library use only

LIBRARY AREAS

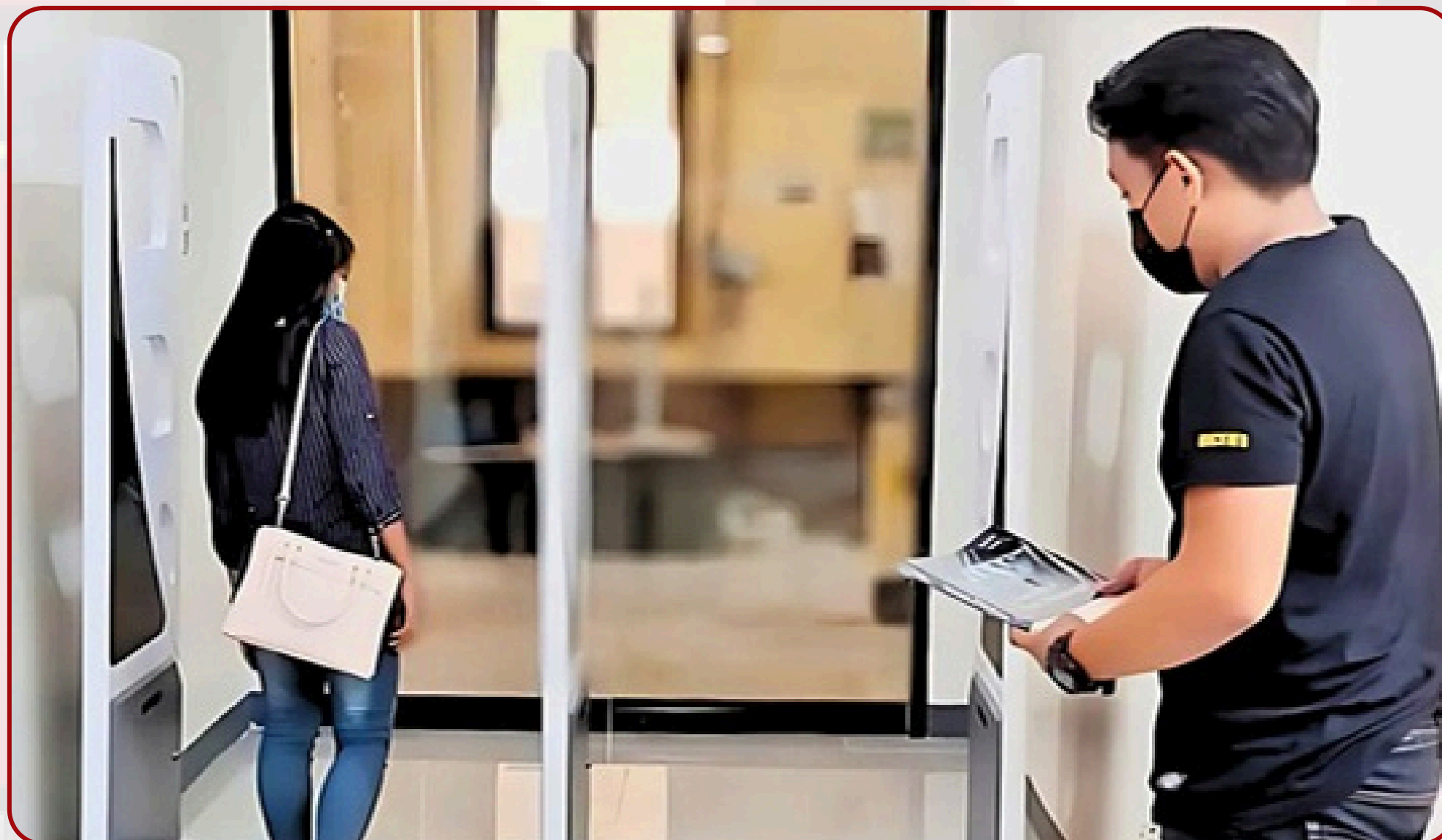
05



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



14 Library Exit

- Make sure all books are properly charged out at the Circulation Counter.
- The RFID gate will alarm if items are not properly scanned.

LIBRARY AREAS

05



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

Print Collection

Search the Online Public Access Catalog



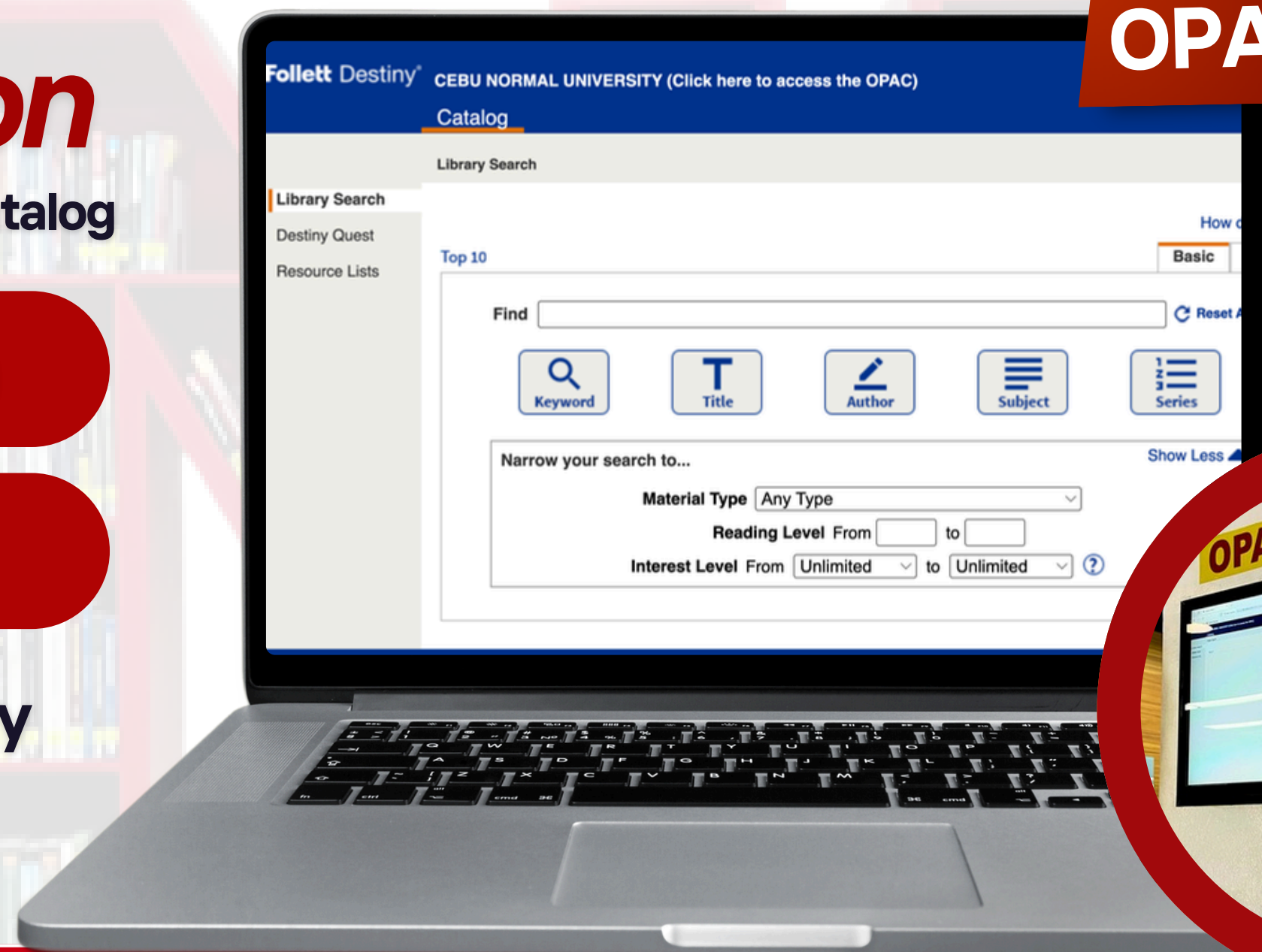
library.cnu.edu.ph



OPAC Kiosks

- Search the physical library materials by title, author, subject, or keyword.

OPAC



LIBRARY RESOURCES (PRINT)

06



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

Print Collection

- ✓ **Reference**
- ✓ **Filipiniana**
- ✓ **Fiction**
- ✓ **Reserve**



LIBRARY RESOURCES (PRINT)

06



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

Print Collection



Print Journals & Magazines

Periodicals Corner, 3rd Floor, Library Building



Theses & Dissertations

Graduate Studies Section, 2nd Floor, Library Building



LIBRARY RESOURCES (PRINT)

06



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

Subscribed Resources



Bloomsbury

ClinicalKey

Clinical Key



De Gruyter



Emerald



Gale



Oxford University Press
(OUP)

Perlego

Perlego



Taylor and Francis



Tritech Digital Media

Wiley
Online
Library

Wiley Online Library



World Scientific

LIBRARY RESOURCES (ONLINE)

07



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

ClinicalKey Nursing

Search for conditions, treatments, books, journals, and more



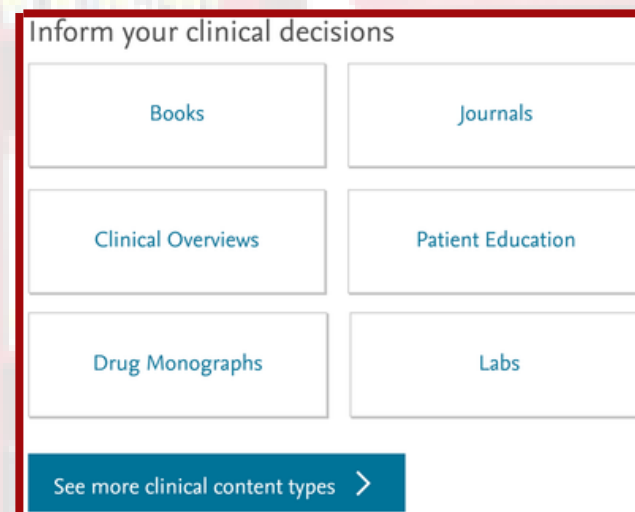
clinicalkey.com/nursing/

Ask a Librarian

Feel free to reach out to us!



library@cnu.edu.ph



LIBRARY RESOURCES (ONLINE)

07



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

LIBRARY SERVICES

08



CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER

Document Delivery Service

Scanned and delivered via
email upon request

- ✓ Printed Books
- ✓ Journals & Magazines
- ✓ Theses & Dissertations

SCAN HERE



tinyurl.com/CNULRCDDS



CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER

Theses & Dissertations

Periodicals

Print Books

- 1 Go to CNU LRC Website: library.cnu.edu.ph
- 2 Hover over **Facilities & Services** → **Online Forms & click Document Delivery Services Form.**
- 3 Fill in the form and **submit.**
- 4 Answers to the query will be delivered via **email.**





CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

LIBRARY SERVICES

08

CURBSIDE PICKUP SERVICE



CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER



Explore our services
library.cnu.edu.ph

Connect with us
CNU Learning Resource Center

Email us for inquiries
library@cnu.edu.ph

SCAN HERE



tinyurl.com/CNULRCCPS

CURBSIDE PICKUP SERVICE



CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER

*Borrow and return library materials
while observing safety protocols.*

- Contactless borrowing
- Advance book requests
- Scheduled pickup
- Ready-for-pickup notification
- ID verification
- Library policy compliance
- Subject to availability



Explore our services
library.cnu.edu.ph

Connect with us
CNU Learning Resource Center

Email us for inquiries
library@cnu.edu.ph

1

Go to CNU LRC Website:
library.cnu.edu.ph

2

Go to → Facilities & Services
→ Online Forms
→ Curbside Pickup Services Form

3

Fill in the form and submit.

4

Users will be notified by email
when ready.



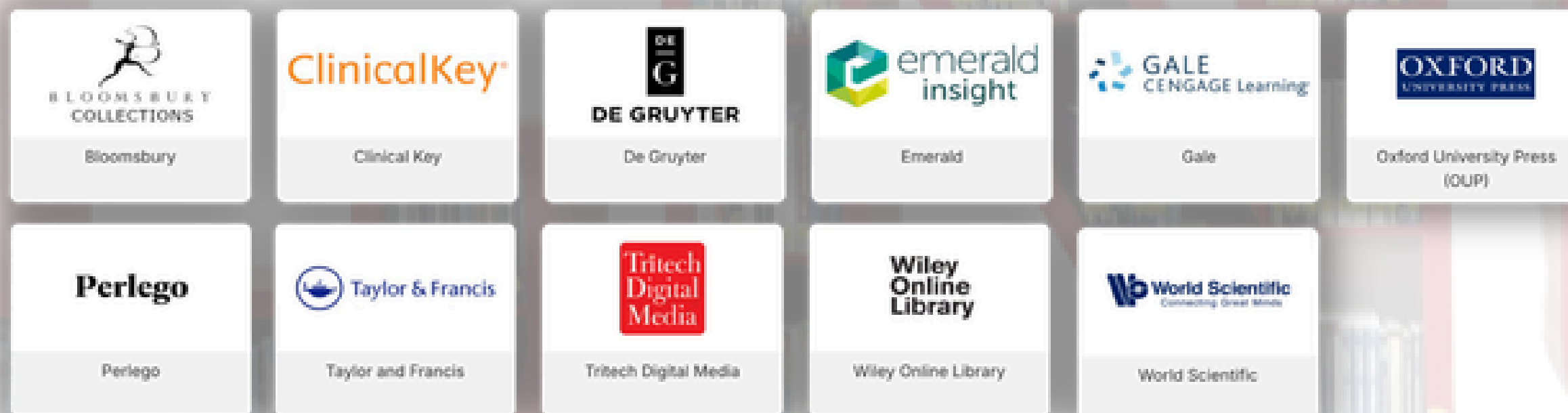
CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION ACADEMIC YEAR 2026-2027

LIBRARY SERVICES

08

Access to E-Resources



SCAN HERE



tinyurl.com/CNULRCERESOURCE



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

LIBRARY SERVICES

08

Reserve Library Facility

Reserve Conference Room & Study Pads

1. Check facility availability with the library staff at the Receiving Area.
2. If available, access and fill out the request form.
3. Submit the completed form to the library staff at the Receiving Area.



Conference Room



Study Pads



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

LIBRARY SERVICES

08

Request for Library Orientation/Instruction

Visit us in the library.





CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

Marjorie B. Hermosora, RL, MLIS
Supervisor

hermosoram@cnu.edu.ph



Charlene P. Urbano, RL
Technical Section Librarian

principec@cnu.edu.ph



Portia T. Ruben, RL, MLIS
GRef/Special Collections Librarian

rubenp@cnu.edu.ph



Francheska Vonne S. Gali, RL
Graduate School Librarian

galif@cnu.edu.ph



Gretchell B. Quirong, RL
Circulation Librarian

quirongg@cnu.edu.ph



Irvin Dan M. Regidor, RL, MLIS
Librarian, College of Medicine Library



Mark Francis G. Onde, RL
Librarian, College of Law Library

ondemf@cnu.edu.ph



LIBRARY STAFF

09



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027



Eunice Anne C. Flores

Clerk, Receiving Area

floresea@cnu.edu.ph

Eric A. Villamejor, LPT

Clerk, Periodicals Section

villamejore@cnu.edu.ph



Marc Louie M. Alcaraz

Clerk, Technical Section

alcarazml@cnu.edu.ph

LIBRARY STAFF

09



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

***SCAN TO
ACCESS OUR
PRESENTATION***



Scan Me



CEBU NORMAL UNIVERSITY LEARNING RESOURCE CENTER

LIBRARY ORIENTATION

ACADEMIC YEAR 2026-2027

Cebu Normal University
Learning Resource Center

Home About Facilities & Services E-Resources/Collection Web OPAC Library Guides Ask a Librarian

Circulation Section. Cir

CNU Learning Resource Center

LIBRARY ADVISORY

FRIDAY 6 JUNE 2025 THURSDAY 12 JUNE 2025

SEARCH WEB OPAC

Document Delivery Service

DOCUMENT DELIVERY SERVICE

New Normal Library Services



library.cnu.edu.ph



CONTACT US



library@cnu.edu.ph



(+63 32) 254 1452 loc. 169

LEARNING RESOURCE CENTER

SERVICE HOURS
Monday - Thursday 7:00 AM - 8:00 PM
Saturday 8:00 AM - 7:00 PM

LEARNING RESOURCE CENTER
CEBU NORMAL UNIVERSITY

CNU Learning Resource Center

5.8K followers • 343 following

The official Facebook Page of the Cebu Normal University - Learning Resource Center (CNU LRC).

Library Cebu City

All About Reels Photos Followers



CNU Learning Resource Center



**CEBU NORMAL UNIVERSITY
LEARNING RESOURCE CENTER**

**LIBRARY
ORIENTATION**
ACADEMIC YEAR 2026-2027

THANK YOU!

