**Baker Library Services and Resources**

Baker Library offers access to a vast array of information resources. It also connects you to the broader resources of the Harvard University libraries. With so many resources available, sometimes it's not easy to find and evaluate the information you need.

Baker Library has knowledgeable staff to help you learn about services and resources that will contribute to your success during GMP and beyond.

*Baker Library resources are available for the duration of the program only.*

**Contemporary Collections**

**Stamps Reading Room – Level 3**

**Access**

- Use access card provided by Executive Education Program to enter through gates.

**Winter 2014 Hours** (MBA classes in session)

<table>
<thead>
<tr>
<th></th>
<th>Mon – Thurs</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
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</thead>
<tbody>
<tr>
<td>Reading Room Open</td>
<td>9 a.m. – 12 a.m.</td>
<td>9 a.m. – 5 p.m.</td>
<td>12 p.m. – 7 p.m.</td>
<td>12 p.m. – 12 a.m.</td>
</tr>
<tr>
<td>Information Services</td>
<td>9 a.m. – 7 p.m.</td>
<td>9 a.m. – 5 p.m.</td>
<td>NA</td>
<td>12 p.m. – 7 p.m.</td>
</tr>
<tr>
<td>HBS Quiet Study *</td>
<td>7 p.m. – 12 a.m.</td>
<td>NA</td>
<td>12 p.m. – 7 p.m.</td>
<td>7 p.m. – 12 a.m.</td>
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</tbody>
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* Restricted to HBS ID and HBS swipe card access. Use swipe card provided by Executive Education program at South entrance to Baker Library | Bloomberg Center.

Hours differ between terms and for holidays. See latest hours at [http://www.library.hbs.edu/info/hours.html](http://www.library.hbs.edu/info/hours.html).

**Items of Interest**

- Research specialists are available to help you access the world of business information.
- Latest issues of domestic and international newspapers. Also available in Level 1 lobby.
- HBS campus networked workstations. Also available in Level 1 lobby.
- Electrical outlets and HBS campus network connections for laptops.
- Access to the contemporary collection of books and periodicals older than the current year.
  - Book stacks are open to all users. GMP Participants may borrow materials for the duration of the program.
- Access to self-service printers, photocopiers, and scanner.
  - Machines require Crimson Cash. Cards are available for purchase in the library.
Historical Collections  
de Gaspé Beaubien Reading Room – Level 1

<table>
<thead>
<tr>
<th>Monday – Friday</th>
<th>Saturday – Sunday</th>
</tr>
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<tbody>
<tr>
<td>9 a.m. – 5 p.m.</td>
<td>Closed</td>
</tr>
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</table>

Items of Interest
- Collections include the official HBS Archives, the Business Manuscripts Collection of historical company records, The Baker Old Class collection, and the Kress Collection of Business and Economics: a premier collection of rare books dating from 1450 to 1850.
- Items from the collections are on display in themed exhibits throughout Baker Library. For online exhibits see [http://www.library.hbs.edu/hc/exhibits/index.html](http://www.library.hbs.edu/hc/exhibits/index.html).
- For access policies and additional information see [http://www.library.hbs.edu/hc](http://www.library.hbs.edu/hc).

Databases and Electronic Resources
- For a list of databases and how to access them, see details at [http://www.library.hbs.edu/exed/programs/pld/databases.html](http://www.library.hbs.edu/exed/programs/pld/databases.html).
- Use of these databases implies acceptance of Statement of Ethical Use of Licensed Databases for Executive Education and are available for the duration of the program only.
- For detailed instructions on accessing research databases see the handout titled *Accessing Databases*.

Statement of Ethical Use of Licensed Databases for Executive Education
Each year, Baker Library makes substantial investments in resources to support the academic programs of Harvard Business School. Your use of Baker Library resource means that you agree to abide by the [Copyright and Licensing Restrictions](http://www.library.hbs.edu/databases/copyrightmessage.html) set forth by Harvard University.

Baker Library resources should be used only to support the completion of HBS course assignments. Our academic contracts do not allow for any commercial or for-profit use of our licensed resources.

Failure to respect our legal agreements with our vendors not only creates a risk of damaging HBS’s reputation but also may compromise our ability to continue to make investments that support the teaching and research mission of the school. Finally, please adhere to our HBS Community Values when you use Baker resources:
- Respect for the rights and dignity of others
- Honesty and integrity in dealing with all members of the HBS community
- Accountability for personal behavior

Copyright and Licensing Restrictions are available online at [http://www.library.hbs.edu/databases/copyrightmessage.html](http://www.library.hbs.edu/databases/copyrightmessage.html).

Questions? Contact Baker Library Information Services
Get help 24/7 with Fast Answers: [http://asklib.library.hbs.edu/](http://asklib.library.hbs.edu/)
Phone: 617.495.6040
Email: [infoservices@hbs.edu](mailto:infoservices@hbs.edu)
Visit Baker Library: Hours listed at [http://www.library.hbs.edu/info/hours.html](http://www.library.hbs.edu/info/hours.html)