Audio/Visual Equipment
- Digital cameras (Still & Video)
- Digital Editing Suite
- Data Projectors
- Computer Speakers/iPod speakers/CD players
- Sony walkmans/Voice recorders
- Podcasting microphone
- Go-Pro
- External CD/DVD drives
- External Hard Drives
- Headphones

This equipment is available for use within the school only. If you require assistance operating equipment, please make a time with a staff member before you intend using it.

Computers & Hardware
- 16 computers
- Notebook computers & Chromebooks
- iPads
- 1 media Computer & Apple computer in the AV lounge
- 25 computers in L101
- Laminator
- Electric binder/Manual binder
- Photocopiers / Scanner/Printers (Black & White and Colour)
- Iphone and Android chargers
- Chargers for Apple laptops

* The photocopiers can be accessed using your library card. You can top up your credit in the LRC using the Compass Kiosks.

Software
The 16 desktops in the LRC have a range of software to support your learning in all subjects, including the Adobe Creative Suite and Sibelius.
The Collection
The Learning Resource Center has over 5000 fiction books, including young adult, fantasy and sci-fi novels, literary classics and contemporary bestsellers and prize-winners. There are almost 3000 books in its VCE collection, including all the major studyguides– Checkpoints, Atar Notes, and NEAP– for Year 11 and 12 students. These resources are very popular and as such are only available on a 3 night loan basis. The LRC has over 10,000 non-fiction and biography books, with a focus on books that empower women and value diversity.

Borrowing
- Years 9 & 10 may borrow up to 5 items, except over holidays where 10 may be borrowed.
- Years 11 & 12 may borrow up to 10 items.

Student identification cards must be presented when borrowing.
Loan periods vary; Fiction and non-Fiction books, magazines and CDs are available for 2 week loans and can generally be renewed at the circulation desk. Items in the VCE collection are available for three night loan, and cannot be renewed.

Student use of the LRC
Students in Year 11 and 12 may use the LRC during their study periods.
Year 9 and 10 students may also come to the LRC during class time if sent by their class teacher. Students are expected to work quietly and not disturb others while in the LRC. No food, drink, bags are permitted in the LRC, and mobiles must be on silent.

Overdue Books
The LRC resources are communal and here to be shared. Overdue notices are circulated every week via your school email, and students with overdues are unable to borrow. Students who fail to return VCE resources by the due date will, on their 3rd offence, have their borrowing privileges on VCE resources suspended for a term.

Catalogue - search, reservations
The LRC OPAC (Online Public Access Catalogue) can be accessed in the LRC and from home via the LRC website library.macrob.vic.edu.au. The catalogue includes printed materials, digital materials as well as ClickView resources. Reservations can also be made via the catalogue for all books other the VCE collection. An email will be sent to your Gmail when the book is ready to be collected.

Prefixes Found on the Catalogue
- VR - VCE resources (3 night loan) Red dot on books
- F - Fiction Adult, Young Adult, Graphic Novels, Picture books
- B - Biography
- R - Reference (Not for loan)
- NF - Non-fiction
- FR - French, GE - German, IN - Indonesian & JA Japanese: indicates books written in these languages
- TR - Teacher Reference: not housed in the LRC
- GTR - General Teacher Reference: held in the LRC
- CS - Class Sets: housed in faculty storeroom
- VI - Video & DV - DVD: only for use in AV lounge
- SO - Sound Recordings & CD’s
- CV - ClickView Videos
- MA - Magazines

Holiday Borrowing
Holiday borrowing starts 2 weeks before the end of term for fiction, non-fiction books and magazines; 3 days before the end of term for VCE resources (except for the Christmas holidays where holiday borrowing starts on the last day of the VCE exams.)

Lost or Damaged Resources
If a book is lost or damaged while out in your name, it is expected that it will be replaced or paid for on Compass. Please see LRC staff.

Student Requests
If you wish the LRC to purchase a new resource such as a fiction book or a VCE resource, please follow the ‘Request a book’ link on the front page of the LRC website. An email will be sent to you when the book is ready to pick up.

Newspapers and Magazines
The LRC subscribes to The Age, The Herald-Sun and The Australian. Back copies are kept for 1 month. We also subscribe to approximately 40 magazines that cover a wide range of subjects.

Spaces
The LRC has various areas to suit students’ needs:
- Student Conference Room
- AV Lounge
- Silent Work Area
- Class reading space
- Study-free table with activities
- Picnic-free table with activities

LRC Ph: (03) 9864 7742