

How to book a study desk in the library

Study desks on the library's third floor are equipped with a monitor and the reservation is mandatory. You can reserve by yourself through the booking system Affluences, or by email.

Reservation via the booking system

- You can access the booking system via web browser at <https://affluences.com/imt-library> or with the app (search for “Affluences” in the App Store or Google Play).
- An institutional email is required (@imtlucca.it). Students who do not have an institutional email must follow the procedure “Reservation by email”.
- You can reserve a desk daily for up to 30 days from the current one.
- No check-in is needed, but booking confirmation is.
- Remember to cancel the reservation if you are planning not to use the desk. The cancellation option is in the confirmation email.

Reservation by email

- In case you do not have an institutional email or if you need to make a long-term reservation (up to one month) you can send an email to lib@imtlucca.it.
- Send us the following information: name, surname, PhD track or Research Unit, starting and ending days of your reservation and desk number (see the map).
- Remember to renew your reservation if you still need a desk or to cancel it in case you are not using the desk.

We ask for your cooperation for a correct usage of the school's property: the monitors can't be moved and in case of problems you are requested to inform the library staff or the IT staff (support@imtlucca.it) as soon as possible.

III floor desks

