Instructions for Scheduling a Research Appointment with MARBL:

Step 1: Choose the length of your Reading Room Research time block (from 1-8 hours)

Step 2: Choose the date of your intended research from the calendar.

Step 3: A list of available times will appear. Choose the start time that works best for you from those listed.

  Step 3a: If you are making multiple appointments of the same length of time (ex. 8 hours), you may make them all at once. Choose the first date and time that works for you. Then click ‘Schedule additional time.’ You can then choose another date and time. You can continue this process until you have booked all of your appointments. If you need to change the length of time for subsequent appointments, you’ll have to make a new appointment. The ‘Schedule additional time’ link only works when booking appointments that the same length of time.

Step 4: Enter your basic contact information to secure your appointment.

Step 5: Review your appointment and either click Finish to submit or "go back" to make changes.

This is only a request for an appointment. MARBL will send you an email confirming your appointment date and time. We cannot guarantee Monday morning appointments if they are made after Friday at noon.