Library News
Issue 1  October 2003

New term - new newsletter!

Welcome to the first Library Newsletter which describes many of the improvements to services we've introduced over the summer.

We do our best to provide what you need and rely on you to tell us what you think of our service. You can fill in a suggestions form at Reception giving us your comments or email us at library.suggestions@sussex.ac.uk.

Remember, this is your Library. Make good use of it throughout your time at Sussex.

Competition

‘Library News’ is, quite clearly, not the most exciting/original name for a newsletter. So, we would love to hear any ‘publishable’ suggestions you have. The person who emails in the best title will win a bottle of champagne.

Please send your ideas to Cath Morgan at cath.morgan@sussex.ac.uk

Turn up and tour

All-you-need-to-know tours of the Library are being held from Wednesday 1 October to Tuesday 7 October. Running from 11.30 until 16.30, the tours depart every half hour from Reception and last 20 minutes. There’s no need to sign up, just turn up! Mop-up tours will be held on Tuesday 14 and Thursday 16 October at 12.30 for those who missed them the first time round.

Improved access to other university libraries

From October the Library becomes a member of two university library schemes.

UK Libraries Plus
This is a co-operative venture between over 120 British university libraries which enables part-time students and distance learners to borrow materials from alternative libraries. Full-time students can join the scheme on a reference only basis. Application forms are held at Reception and are also available, along with more information, on the UK Libraries Plus website www.uklibrariesplus.ac.uk.

SCONUL Research Extra (SRX)
This is a new venture from SCONUL (Society of College, National and University Libraries) which enables academic staff and research students to obtain borrowing facilities at other university libraries. Contact your Subject Librarian for further information or to get your application form authorised. Application forms, further details of the scheme and a list of participating universities is available on the SCONUL website www.sconul.ac.uk.

University ID card

Don’t forget to bring your University ID card with you to the Library and keep it with you at all times. You’ll need it for entering the Library and using any of its services.
Avoid the queues - issue your own books, videos and DVDs

Self Issue machines are easy to use – simply follow the instructions on screen.

Self Issue is a brand new service this term. There are two machines on the ground floor located near the Lending Services desk. They're very easy to use. Simply choose the books or videos you want to borrow, place your ID card on the scanner, then scan each item in turn. When you’ve finished, remove your card and wait for your receipt to print which gives you the dates your items are due back. No more queueing if all you want to do is borrow a book.

You'll also be able to borrow during our reference only opening hours using this new service.

Audiovisual Collection relocation

The Audiovisual Collection is now open access and located on the ground floor near the Reserve counter. If you’re looking for a feature film or something in your subject area then either search the Catalogue using a keyword search or browse the shelves by shelfmark. It is organised by subject in the same way as the books and journals in the Library. You’re sure to find something of interest.

Audiovisual materials can be:
- loaned for a week - use Self Issue for videos
- renewed four times in total if not reserved
- reserved if they are out on loan

Individual or group viewing and listening facilities are available on the first floor. The group facilities can be booked in advance at Reception.

Extended opening hours

Thank you to those of you who completed one of our questionnaires in the summer term. As a result of your feedback we are opening for additional hours this year as follows:

Term time
Monday – Thursday open until 22.00 (21.00-22.00 reference only)
Saturday and Sunday – open at 09.30 (09.30-12.30 reference only)

Easter vacation
Monday – Thursday open until 20.00 (17.30-20.00 reference only)
Saturday and Sunday open 12.30-18.30 (reference only)

Summer vacation
Saturday 13.00-17.00 (reference only)

Facilities available during reference only opening are Self Issue, Self Renewals, photocopying, study spaces, USCS computers, LIN PCs, catalogue, book stock. Entrance to the Library during reference only opening is with a valid ID card only.

Electronic Library

A wide range of electronic resources, such as journals and databases, can be accessed through the Electronic Library.

From the Library homepage, choose Electronic Library. Enter your USCS (University of Sussex Computing Service) username and password when prompted. Then browse through the lists of electronic resources available. In most cases, you no longer need to use a separate Athens username and password to access electronic resources (Athens is an access control system for electronic library resources). Most electronic resources can be accessed both on and off-campus.

A guide to how to access the Electronic Library is available.

Changes to fines and recalls from October

From 6th October all overdue loans will be subject to fines. Long loan items reserved by another borrower will be recalled and the due date will now be reduced to two weeks from the date of recall (not one week as previously).

New fine rates are:
- Short loan, Audiovisual, Interlibrary Loans: 50p per day
- Long Loan, Documents: 25p per day
- Overdue recalled Long Loan: 50p per day
- Reserve Collection fines will remain the same.