Learning to use the Library
Information literacy tutorial
We have developed an online tutorial called InfoSuss which covers a whole range of important skills you need to get the most from your time at Sussex – and to avoid common pitfalls. www.sussex.ac.uk/library/infosuss
Topics covered include:
Planning a search
Catalogue searching
Electronic Library
Evaluating information
Referencing

Tours and teaching
Staff run tours of the Library every twenty minutes between 10.30 am and 3.30 pm from Thursday 29 September to Wednesday 5 October. You don’t need to book a place, just turn up at Library enquiries. Our Learning and Teaching team also provides instruction sessions for groups of students on electronic information resources relevant to their studies. These are arranged by your lecturer.

What’s new?
Library signage
The Library signage has been replaced over the summer and we hope that it makes it easier for you to find what you are looking for in the building. If you have any comments about further improvements then please let us know so we can build your suggestions in to future plans.

Self service provision increased
You now have two self return machines on the ground floor. Please remember to read the screen carefully, check your receipt and keep it as proof of return. Place items listed on your receipt on the trolley.

Another self issue point is available within the Reserve and Audiovisual area where you can issue videos and reserve books. Reserve items should not be taken to other areas of the Library unless they are issued to you. This will minimise inconvenience to other borrowers. If you just want to read an item from Reserve then please use the new dedicated reading area.

Plasma screen with surround sound
The large screen viewing room has been fitted with state of the art equipment comprising a wall mounted 42” plasma screen with stereo surround sound. This facility can be booked at Enquiries for group viewing of DVDs and videos.

Toilet refurbishment completed
Following months of work during the summer there are now new facilities adjacent to the Bolthole café. As well as major improvements to the existing facilities, a new wheelchair accessible toilet has been added. There is now a stair lift in place to enable wheelchair access to the Bolthole. Returning students beware – the ladies and gents have changed places.
Changes to Interlibrary requests
From 3 October requests for specified user groups are subject to the following limits:

Undergraduates – two requests at the same time
Postgraduates (taught and research) – five requests at same time
Academic and research staff – no limit*

*Where a large number of requests is made to satisfy literature searches for specific projects, the Library will bear the cost of the first 20 items. British Library costs for more than 20 items will need to be funded from relevant department research budgets.

Handling charge
This will increase to £2 to reflect rising administrative charges. The charge will be levied on all requests, regardless of whether items are subsequently found to be in stock or available through electronic resources subscribed to by the Library. There will be no charge if we are unable to satisfy the request. Please note that charges must be paid on collection of the item.

Journals held locally
If the Library is asked to obtain an interloan for journal titles held locally (eg at the University of Brighton), the British Library cost must be met from research or departmental funds. The £2 handling charge will still apply.

British Library charges
Photocopies (for retention) £5.35
Book or thesis loans £7.20

Further information is available from www.sussex.ac.uk/library/ilr

New additions to Special Collections
The Library is constantly adding to its collections of archives, manuscripts and rare books. We have accepted a small collection of correspondence from DR Anne Walmsley, a Caribbean literature scholar whose collections include letters from 20th-century Caribbean authors including Kamau Brathwaite, Wilson Harris, and VS Naipaul.

Al Thomson has donated all the research material including diaries, letters, photographs, interview tapes and other material generated by the AHRC-funded British Australia Migration Research Project.

Seventy five Penguin Specials published during World War II have also been donated. Each has the distinctive orange and white Penguin cover. The items concentrate on contemporary political and social issues from the psychology of war to keeping poultry and rabbits on scraps. HG Wells and Dorothy Woodman are some of the well known authors who were published in the series. Books in the Penguin collection are on the Library catalogue and can be consulted in Special Collections.

All these collections will be available for research and teaching in due course. Please contact Special Collections on 8157 or library.specialcoll@sussex.ac.uk for more information.