SUSSEX CENTRE FOR LANGUAGE STUDIES

OPEN MONDAY TO THURSDAY, 9AM-7PM DURING TERM TIME, 5.30PM AT OTHER TIMES. WE CLOSE AT 5PM ON ALL FRIDAYS.

You can search for our materials on the main library catalogue. They will have SCLS (Sussex Centre for Language Studies) as the location. A kiosk terminal is available for this in our reception area. ALL OUR MATERIALS MUST BE USED IN THE LANGUAGE CENTRE with the exception of the short stories and novels. 5 of these may be borrowed for a 2 week loan.

Room 1 is always on open access for quiet study. Both Arabic and Cyrillic keyboards are available here.

Use this terminal to view the catalogue, access your library account and Study Direct. Relax with our newspapers and magazines in the reception area. A water cooler is by the window.

A good selection of foreign language TV channels and language learning software may be found by clicking on the Windows Start button on your toolbar and choosing “All Programs” then “Languages”. DVDs slide into the side of the screen.

Room 2 is our digital language laboratory. Some of the time it is booked for teaching, so check before you enter, or ask at the desk. During lunchtimes and evenings it is usually quiet and free. A good place to practice your pronunciation.

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Typing international characters in Microsoft Word

<table>
<thead>
<tr>
<th>Character</th>
<th>Keyboard Shortcut</th>
</tr>
</thead>
<tbody>
<tr>
<td>ÅÈÎÔÙ  àèîòû</td>
<td>CTRL+ ` +vowel</td>
</tr>
<tr>
<td>ÅÈÎÔÙ  àèîòû</td>
<td>CTRL+ ' or Alt Gr+vowel</td>
</tr>
<tr>
<td>ÅÈÎÔÙ  àèîòû</td>
<td>CTRL+Shift+^+vowel</td>
</tr>
<tr>
<td>çç</td>
<td>CTRL+, then C or c</td>
</tr>
<tr>
<td>ÅÑÔ  åñô</td>
<td>CTRL+Shift+~+letter</td>
</tr>
<tr>
<td>ç</td>
<td>Alt+CTRL+Shift+?</td>
</tr>
<tr>
<td>i</td>
<td>Alt+CTRL+Shift+!</td>
</tr>
<tr>
<td>b</td>
<td>CTRL+Shift+&amp;+s</td>
</tr>
<tr>
<td>ÄËÎÔÛ äëîòû</td>
<td>CTRL+Shift+:+letter</td>
</tr>
</tbody>
</table>
You can find a language partner by posting a slip on our Language Exchange noticeboard, logging on to the Study Direct forum, or coming along to the Language Cafés in term time on Tuesday evenings. Check our reception noticeboard for details, or find a partner on our Study Direct site: www.sussex.ac.uk/languages/partners

Up to 5 short story books may be borrowed for 2 weeks on your library card. Most are graded simplified readers. Often they will tell you what level they are on the back of the book. We have classics, quick reads, audio books, graphic novels. Please take them to reception with your library card to be issued.

Room 3 is a TV room which has group film watching facilities, and group working space, plenty of headphones and live television channels. We have a large film collection but these are not for loan and must be viewed in the Language Centre. The library also has films which may be borrowed on your card. Alternatively, log on to Box of Broadcasts to watch online.

BoB is a database of film, television and radio programmes. Access it for FREE via your University login. Watch and record from the listings. Create your own film list and keep your favourite film clips. It also covers some foreign language channels. Watch on or off campus. www.sussex.ac.uk/its/bob

Don’t forget, some language books are available as eBooks through the library catalogue. View on campus or at home on your own device.

French
Alt + 133 – à
Alt + 131 – â
Alt + 135 – ç
Alt + 130 – é
Alt + 138 – è
Alt + 136 – ê
Alt + 137 – ë
Alt + 140 – í
Alt + 139 – ñ
Alt + 0156 – œ
Alt + 147 – ô
Alt + 151 – û
Alt + 150 – ũ
Alt + 183 – Ä
Alt + 182 – Å
Alt + 128 – Ç
Alt + 212 – Ê
Alt + 144 – É
Alt + 210 – Œ
Alt + 211 – Ë
Alt + 215 – Ï
Alt + 216 – Ï
Alt + 0140 – Ç
Alt + 226 – Ō
Alt + 235 – Ū
Alt + 234 – Ū
Alt + 174 – ñ
Alt + 175 – ñ

Spanish
Alt + 160 – á
Alt + 130 – é
Alt + 161 – í
Alt + 162 – ó
Alt + 163 – ú
Alt + 164 – ñ
Alt + 129 – ü
Alt + 0193 – Á
Alt + 144 – É
Alt + 0205 – Í
Alt + 0211 – Ó
Alt + 0218 – Û
Alt + 165 – Ñ
Alt + 154 – Ù
Alt + 168 – Ñ
Alt + 173 – Ñ
Alt + 167 – Ñ
Alt + 166 – Ñ
Alt + 126 – Ñ
Alt + 0128 – Ñ

Italian
Alt + 133 – à
Alt + 138 – è
Alt + 141 – ì
Alt + 149 – ò
Alt + 151 – ú
Alt + 183 – À
Alt + 212 – È
Alt + 0204 – Ì
Alt + 0210 – Ò
Alt + 0217 – Ù

German
Alt + 132 – ä
Alt + 137 – è
Alt + 148 – ö
Alt + 225 – ß
Alt + 129 – ü
Alt + 142 – Ä
Alt + 211 – Ý
Alt + 153 – Ö