Welcome to the Autumn edition of the Library newsletter.

I am very pleased to report that we have maintained a high satisfaction rating in this year’s National Student Survey, achieving a score of 89%. We remain committed to continuing to work closely with our users, via the Student Reps scheme, Library Consultative Group, regular meetings with the USSU Education Officer and occasional focus groups, in order to ensure that the collections and services we provide meet the diverse needs of our community.

In this edition of the newsletter, you can find out more about how we are working to improve access to core resources through our online reading list and digitisation services. There is also an update from our SAGE undergraduate scholars, Lucy, Lenart and Eva, who have had an eventful year, working with colleagues in the Library and at SAGE exploring the ways in which students find and use resources. If you haven’t already visited our fantastic Special Collections at The Keep, do pop over to this unique facility, a short walk from the University campus, and take advantage of the excellent resources and services that it provides.

We will continue to work with our student Library Ambassadors over the coming year to ensure that we are able to maintain a pleasant and conducive study environment for all our users. Do please help us achieve this by observing the Library Code of Conduct: www.sussex.ac.uk/library/info and showing consideration to other Library users. We’d be happy to receive your feedback via Twitter: www.twitter.com/sussexlibrary, our Facebook page: www.facebook.com/sussexlibrary, or our instant messaging service.

Kitty Inglis, Librarian

Reading Lists at your fingertips...

Each year the Library asks your academics for up-to-date reading lists for your courses so that we can make sure you have access to what you’ll need for your studies.

Did you know that once we have received a list, we look to make it available for you online?

What are the benefits?

Online lists have some great features over their text only equivalents. For example, with one click you can link through to the full record of the item you’re looking for on the Library’s Catalogue, saving you time in locating those essential readings. Even better, where the full-text is available via the Library’s ejournal and e-book subscriptions, you’ll link straight there! You can also log-in using your ITS username and password and add personal study notes and reminders, helping you to keep on track with your readings.

How can I find my online list?

Visit the reading list home page at: liblists.sussex.ac.uk/index.html and search for your module title, tutor’s name or subject.

You’ll also find a link to your list at the bottom of your module’s Study Direct site, under ‘Library Links’.

The Library is keen to hear about your experience of using online reading lists. If you have any comments or would like to find out more please email us at library@sussex.ac.uk

Library Search Improvements

Library Search is the quickest and easiest way to find books, articles and other resources for your study. Over the last few months we’ve made improvements to the service and upgraded the software.

We’ve added a virtual browse feature, so when you’re looking at a record for a book you can see similar books alongside it on the shelves. You can also use a new browse service to look up a shelfmark and scroll through the collection at a specific location. After carrying out a search, it is now much easier to refine the dates of items you are interested in using a new date slider on the left hand side of the search results. We’ve made changes to improve links to e-books and articles to avoid issues with broken or incorrect links. We’ve also added records for full text items in Sussex Research Online, which holds research created at the University. Additionally, the interface has been updated to make it simpler to use, we have removed some of the lesser used features and book records are now much clearer.

Look out for the Laptop Loan Scheme...

The Library is excited to announce it will soon be operating a Laptop Loan Scheme, hoping to start in the new term. Keep your eyes peeled for news on further developments.
Library News

New resources now available!

The Library has bought some great new online resources during the summer, to enhance our collections and provide our users with access to a wide and diverse range of content. Amongst those resources purchased are:

- Web of Knowledge Full Backfile, including the Book Citation Index, now available from 2005, Data Citation Index, going back to 1900 and Zoological Records dating from 1864, Current Contents, from 1998, Derwent Innovations Index, from 1963 onwards, Current Chemical Reactions, from 1985 and Index Chemicus, from 1993
- Punch Historical Archive 1841-1992, providing access to the complete archive of one of the world’s most famous humorous magazines
- Digital Dictionary of American Regional English (DARE)
- Palgrave e-book collections in Theatre and Performance and Education are useful additions to our holdings for these subject areas. Previous purchases from this publisher have proved popular and we are keen to improve our e-book holdings in areas where print collections are less strong
- Emerald Business, Management & Economics e-book Collections, purchased to expand our growing business collection
- Oxford Bibliographies Online, British and Irish Literature

We have also bought a number of journal archives, both for individual titles and specific subject-based collections, in particular Taylor and Francis Education archive, Sage 2014 update archive and Emerald Business archive, to broaden our journal access across a range of subject areas.

Special Collections at The Keep - one year on

Over Summer 2013, Special Collections moved to its new, purpose-built home, The Keep, a short walk away from the University campus. The Queen formally opened the building on 31 October 2013 and we opened to the public for research on 19 November. Since opening, 5000 people have registered to use the archival collections and over 10,000 archival documents have been ordered for consultation in the reading room. Over 1000 people have visited us as part of teaching and groups to use the University of Sussex collections alone, including school children, university students and members of the local and regional community.

The Keep is a partnership between the University of Sussex, East Sussex Country Council and Brighton and Hove City Council, to house the archival collections of all three institutions under one roof. The facility houses archives spanning nearly 1000 years, from the Battle Abbey Charter of 1101 through to the latest submissions to the Mass Observation Project. The building currently holds six miles of archives and rare books on its ten miles of shelving. To find out more, visit: www.thekeep.info/.
SAGE Scholars

Lucy, Lenart and Eva (pictured left to right) have now completed the first of their three years as SAGE students.

Throughout the year they have organised and led a number of events that have enabled us to gain a better understanding of student behaviour. These have included a focus group investigating the use of different resources, a survey about pre-arrival reading and a group revision session.

They have written about each of these events, along with their experiences of what it means to be an undergraduate at Sussex, on their blog: blogs.lib.sussex.ac.uk/sagestudentsblog/

The students have also shared their experiences more widely, speaking at the UK Serials Group Annual Conference and the Booksellers Association Conference (at both of which they were extremely well received).

We have started planning for the next academic year which will include more student-led events, a trip to SAGE Publications in London and regular blogging; so sign-up to the blog to see what's happening and expect to see more of Lucy, Lenart and Eva this coming year!

Digitisation Service creates ease of access to essential readings

Did you know that the Library provides a digitisation service through the Online Reading List system and is able to digitise essential readings under the terms of our Copyright Liaising Agency (CLA) HE Licence?

The Licence generally allows a single chapter from a book or a single article from a print journal to be digitised. We will either scan internally or obtain a copyright fee-paid copy from the British Library, if the University doesn’t own a copy of the work. Digitised readings are then linked to the module in the Online Reading List system and are accessible via the module’s Study Direct site under ‘Library Links’.

What do you need to do?

If you are a tutor creating an online reading list, please indicate in the ‘Notes for library’ section on your reading list if you would like a specific chapter digitised. We will check compliance with the CLA Licence, add a copyright coversheet and link the digitised extract to the online reading list.

To find out more about the Online Reading List system visit: www.sussex.ac.uk/library/teaching/readinglistsupport

Careers and Employability Centre

As a Sussex undergraduate, postgraduate or researcher, the Careers and Employability Centre is here for you, on the ground floor of the Library. We are currently advertising more than 400 jobs including part time jobs for students to do during term time; placements, vacation jobs and internships for the holidays (apply early for these); some volunteering opportunities and roles for graduates. Whatever stage you are at, we can help you find employment and increase your work experience. See: www.sussex.ac.uk/careers/vacancies for our current vacancies.

We also teach you to improve your study skills and help you develop other employability skills. We have workshops, tutorials, drop in sessions and a huge web resource to help you get the most from your academic experience available at: www.sussex.ac.uk/s3.

Events in the Careers and Employability Centre help you to learn more about career options and prepare for a successful life after Uni. We have a careers website full of information about how to apply for jobs and sector guides describe hundreds of different types of jobs. We also offer one to one guidance sessions with Advisers every weekday.

Staff in our Centre will help you to engage with the most suitable services for you. Come and visit soon or visit our webpage: www.sussex.ac.uk/careers.

Library News

Printing, copying and scanning - all in one...

The Library’s new multi-functional devices (MFDs) allow users to print, scan, copy and manage their documents on demand. You can scan documents and send pdf copies directly to your inbox, delete items that you no longer want to print at the device and choose when to release and collect your prints. The MFDs are fully integrated with PaperCut, so printing charges remain the same. To find out more visit: www.sussex.ac.uk/its/help/howtolist
You said, we did!

We welcome your feedback and use it to continuously improve our services.

Here are some of the concerns that were raised at the last Library Survey in December 2013, and our responses:

**Improved range of books and journals**
We targeted a number of departments throughout the 13/14 academic year to ensure we have information about reading lists and new research areas. This targeting is based on NSS feedback, student forum discussions, levels of requests for new materials and feedback from Schools.

**Improved access to computers**
We are working with IT to introduce a laptop loan facility in the Library which we hope will be available to our students at some point in the Autumn Term 2014.

**Access to an additional water fountain**
We are investigating with the catering company, Chartwells, whether an additional water fountain can be made available within the café area.

**Toilet facilities**
After conducting a deep clean of the toilets over Xmas 2013, we plan to begin work installing additional cubicles in the ladies toilets in the basement over summer 2014.

**Noise and behaviour**
During 2014/15 we will continue to evaluate our Library Ambassadors scheme with our users to ascertain whether this has had any impact on behaviour and noise levels within the Library.

**Visibility of training and support sessions**
We are exploring opportunities to improve the promotion and visibility of our teaching and support sessions both within the building itself and also on our website. This will include a large-scale promotion to staff and students of the Skills Hub: [www.sussex.ac.uk/skillshub](http://www.sussex.ac.uk/skillshub).

**Library Ambassadors**
The Library Ambassadors are current University of Sussex students who are employed to patrol the Library during the busiest times of the day. They provide a link between Library users and staff, and are available to help with any queries or difficulties users may have. They also monitor observance of Library Regulations regarding noise, eating, drinking and the use of mobile phones. This is to ensure that the Library remains a pleasant study environment for all its users. You can spot the Library Ambassadors roving the building in their green t-shirts.

**Group Study Areas...**
You may have already noticed the change in signage from ‘Social’ to ‘Group’ study areas around the Library. This area is for quiet group work and is in addition to the bookable group study rooms. Visit: [www.sussex.ac.uk/library/info/studyrooms](http://www.sussex.ac.uk/library/info/studyrooms) for more information on group study.

**ID cards**
Remember, you need your University ID card to enter the Library. Please ensure you have it with you to avoid the disappointment of being refused entry. Only five cardless visits will be allowed per year.

**No smoking**
The Library aims to provide a pleasant and healthy working environment for users and staff alike. Smoking is not allowed anywhere on the main Library steps at the front of the building.

**Suggestions**
Contact us with your suggestions or comments about library services. Forms are available in the Library or on the Library web pages: [www.sussex.ac.uk/library](http://www.sussex.ac.uk/library)

**Access to the Library**
The main entrance to the University Library may be unsuitable for users with mobility problems. An alternative entrance is located at the north end of the building — follow the signs to IDS. This allows entry, via a phone link, to the ground floor. Please contact Library Membership to arrange alternative access.

T +44(0)1273 678487
E library.membership@sussex.ac.uk

**Term-time hours**
24 hour opening:
12pm Sunday - 8pm Friday
Saturday opening:
12pm - 7pm

For vacation and bank holidays, please check the Library web pages as times will vary.

**Contact details**
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The Library has a zero tolerance approach towards abuse to staff or others and will follow up on all reports of offensive behaviour.