



NEWS

THE UNIVERSITY
OF ADELAIDE
LIBRARY

Number 15

March 1998

Quietly touring

After the hush of summer, the Library once again resounds to the gentle noises of happy students, er, studying. However, the loudest things at this time of the year are the guided tours in Orientation Week, and they're not really very loud.

Leaving from the Library foyer (near the Information desk) every 20 minutes, the tours are designed to introduce new students to the services, size and layout of the Barr Smith Library.

On a typical library tour you'll receive a Library Information Kit, and you'll learn about the different collections in the Barr Smith; what you need to do some photocopying; how to use the computer catalogue; where to ask for help on research for your assignments; and of course you'll get a guided, sight-seeing walk through the building.



If you are in First Year, we suggest you book a tour at the Students' Association in the cloisters (behind Unibooks), because learning to find your way around the Library is the central most important aspect of your University degree. Well, that's what we think!

The Students' Association will happily accept O-Week Library guided tour bookings from enrolment week onwards.

University staff, post-graduates and other interested persons are invited to contact the Library's Public Relations Officer, Celia Brissenden, for tours at quieter times of the year.

Telephone: 8303 3706

E-mail:

celiab@library.adelaide.edu.au

Celia Brissenden

On the

30 computers

Student borrowing

Library Skills Workbook

Lost on the Web?

BSL FAQ



30 computers

provided by the Uni's IT Division
are available in the Barr Smith Library
for currently enrolled
University of Adelaide students.

Featuring

Microsoft Word to write essays,
Excel to do spreadsheets,
Powerpoint to do presentations,
and selected access to the Library's electronic
databases, all on
fabulous PCs and Macintoshes.

You'll need your student ID to log on, and your
Library Copy Card to print.

Ring Damien on 8303 4734
to make a booking.

Computers are attended
9-5 Monday-Friday
and are located on Level 3 South
of the Barr Smith Library
(behind the Reserve collection)

Student borrowing

Undergraduate students may borrow a maximum of 15 items, for a maximum of 2 weeks, with one renewal per item. Note that these conditions may vary: for example, if somebody places a Hold on something you have on loan, you may not renew the loan.

Undergraduates may not borrow bound journals.



Did you know...?



D.I.Y. loan renewals

To renew your loans you simply choose Option 14 on any catalogue terminal and follow the instructions, or you can ask for a renewal by telephone; call 8303 5759.

All you need is your Library Card and the barcode number of the book!

3 Libraries

University of Adelaide staff and students can borrow from the University of South Australia and the Flinders University libraries. Register yourself for free using the Reciprocal borrowing menu under Option 13 on the University of Adelaide Library catalogue.



Save paper!

If you have an e-mail account, you can receive Library notices electronically. It's quicker than print, and you can subscribe to our e-mail News list, too.

Register your account using Option 14 on the Library catalogue.

First year students!

Most students will have to complete a *Library Skills Workbook* during first semester.

If you are an Arts student, you should have received your copy of the *Arts Library Skills Workbook* when you enrolled — if you don't have one, ask now at the Barr Smith Library Information desk to get your copy.

Students in other faculties should receive their *Workbook* in the early weeks of Semester 1.

The sooner you begin your *Workbook*, the easier it will be: this is a fact!



Lost on the Web?

Let the University of Adelaide Library help you to find your way!



<http://library.adelaide.edu.au/>

The University of Adelaide Library's World Wide Web Information Service made a quiet entry in early 1994 giving Bulletin Board type information such as Library opening hours, the Library Rules, and details of Electronic database use. It has grown since then to become an enormous network of information sources, both print and electronic, bringing the rest of the world to your desktop.

What is it?

The Library Information Service (LIS) is a network of web pages and links which draw together resources and information links for specific disciplines taught at the University of Adelaide, but there are also pointers to a wide variety of resources, such as:

- other libraries around the world
- State and Federal government information
- electronic journals
- book reviews
- mailing lists and newsgroups
- Electronic databases available through the Library
- how-to steps for accessing networked databases from your home or office*

* If you have a University of Adelaide IP address.

And with Telnet software on your computer, you can search the Library catalogue!

How do I use it?

The Library Web site is accessible from any computer with a Web browser (such as Netscape). In the Barr Smith Library, University of Adelaide students and staff can use the Database machines behind the Information desk. Students can also use the Student computers on Level 3 South, located behind the Reserve collection: all you need is your student ID number to log on. Printing is available from all these machines with a University of Adelaide Copy Card, at a cost of 14c per A4 sheet.

The Roseworthy, Waite, Performing Arts & Law libraries also have computers with Internet access: just ask at the desk.

<http://library.adelaide.edu.au/>

Your launchpad to a world of knowledge

Barr Smith Library FAQ (Frequently Asked Questions)

How do I find out if the library has a book or journal I want?

Look it up on the Catalogue! There are catalogue terminals on every floor of the Library, and you can search in many different ways.

- If you know the title of the book you want, choose Option 1, *Title*.
- If you want a journal, choose Option 2, *Journal Title*.
- If you don't know a title but want a book on a particular topic (for example, "bats in South Australia"), choose Option 5, *Any keywords*. Type the key words side by side like this: **bats south australia** (just leave a space between each word).

How do I find out if a book is on loan?

When you've looked up a book on the catalogue, type the command **C** to find out the book's copy status. If the status is blank, the book has not been borrowed.

What can I do if a book has been borrowed?

Don't despair! Type the command **PH** at the copy status screen, and you can place a Hold on it. When the book is returned it will be put aside for you at the Loans desk. Remember, you can only place a Hold on a book that is actually on loan.

What do I need to do to borrow something?

All you need is your Student ID Card (which is also your Library Card). Take the books that you want to the Loans desk, and either use the self-service loans machine, or hand your books to a friendly staff member.

What does 'Joint Store' mean?

The Joint Store is a warehouse that the University of Adelaide Library shares with Flinders University Library. It is located on the Flinders University campus, in Bedford Park, and a free courier service retrieves items for University of Adelaide library users. You'll need to fill out a 'Joint Store request card', available from the Loans desk or the Information desk.

What are all those computers behind the Information desk?

They're not, as you might think, the place to find books in the Library. You need to use the computer catalogue for that (you'll find terminals all through the Library). The 24 computers behind the Information desk are running Electronic databases from CD-ROM, disk, and special Internet sites.

What's an Electronic database?

An Electronic database is an index which lists articles published in journals, chapters in books, papers from conferences, and sometimes book reviews, newspaper articles, and so on. These information sources, hidden inside others (e.g. a chapter within a book), are not usually found on the Library catalogue.

The databases can be searched in many ways: the most common are key words and authors' names. The databases exist as CD-ROM, disk and Internet sites. They are generally updated every three months; others (such as some Internet sites) are updated weekly or daily.

News is published by the

University of Adelaide Library
Adelaide, South Australia 5005

 (08) 8303 5370 **FAX:** (08) 8232 3689

e-mail: rchoate@library.adelaide.edu.au

ISSN: Paper version: 1320-5285

Electronic version: 1325-7889

An electronic version of **News** is at URL:
<http://library.adelaide.edu.au/ual/publ/News/>