

Library induction video transcript

Welcome to your university library and our introductory presentation.

Your Library provides a variety of study spaces and a huge range of electronic and print resources to support you in your studies.

Most importantly there are friendly staff to help you.

The Library is located at the heart of the campus and on the map, it is shown on the Parade facing the lake.

The Library is open 24/7 so it's always available when you need it, day or night.

You enter the Library on Level 2 from the Parade.

Check the screen, as you come in, for news, information, and training events on offer.

You will need to scan your library card to go through the gates, so keep it with you at all times.

You're welcome to bring hot and cold drinks in reusable cups. If you get hungry, you can eat in the refreshment area at the front of Level 2, but food is not permitted elsewhere in the Library.

If you have a query about Library cards or borrowing books, please visit the Reader Services desk on Level 2. Here, a member of library staff will be happy to help.

To borrow a book, use the self-issue machines by following the onscreen instructions.

When you have finished with a book, put it in the returns box in the Library, or leave it with the receptionists in the Virgil Building, in Bath city centre.

When you borrow books, the loan is automatically renewed for you every week, for up to 12 months, unless it is reserved by somebody else.

If all copies of a book you need are out on loan, request a reservation using the Library Catalogue.

Check your university email account regularly to find out the date on which you need to collect your reserved book, and also the dates on which you need to return any recalled books.

Back to Level 2, near the back of the floor, we provide bookable, soundproof booths for interviews and online meetings.

We also provide machines for printing, copying and scanning, and you can send files to print from any device on campus.

Before printing and copying, you will need to add credit to your online printing account, but scanning is free.

To the left of the machines you'll find the Library Nook, a relaxing space for unwinding and enjoying a range of popular fiction and non-fiction titles.

At the IT service desk, you can get help with IT related problems and queries.

There are also two assistive technology rooms at the back of the floor. These rooms provide specialised equipment and study space for students who require it.

Access and 1:1 support is provided by the Assistive Technology Team. For more information, contact the team directly via the self-service portal.

The Library is arranged over 5 levels.

On Level 3, there is a sensory room for students in need of a quiet space. Access can be given by the Disability Service.

Individual drop-in study spaces are located on all floors and group study spaces are available to book on Levels 1, 3, and 4.

There are additional study areas elsewhere on campus and in the city centre. See the link on the library homepage for more details on how to book a study space.

Print books, and other resources for each subject can be found on Levels 3, 4 and 5.

In addition to the print collection, we also provide online resources that can be accessed from anywhere in the world.

These resources include high quality academic publications and databases, that can help you find information on your subject.

The Library collection is too big to browse, so to find out what we have, use the Library Catalogue.

The Catalogue is available online, via our homepage, and via dedicated computers on levels 2 to 5 of the Library.

On the upper floors, head over to our information points to find Librarians who can help you with things such as finding items from your reading list or using the Library catalogue.

In addition, many of you will have teaching sessions with your Subject Librarian, covering literature search skills, using databases, and referencing.

You will also find lots of guidance on our web pages including a range of short videos, access to help and FAQs.

We hope you enjoy your time at Bath and make the most of your Library! Thanks for watching.