



Library News



Autumn/Winter

September 2006

Welcome to all our students new and returning. Library staff wish all first years and new students a happy time at Castlebar Campus. This is the library's first newsletter of the Academic year. We hope you find it useful and informative.

Contact the library:

Ground floor ph. 094 9043146

First floor ph. 094 9043235

E-mail: cill@gmit.ie

Web: <http://gmitlib.gmit.ie/>

Opening hours from Mon, September 25th:

Mon – Thurs: 9.30am – 7.00pm

Fri: 9.30am – 5.00pm

Library Staff

Assistant Librarian, Majella King 094 90 43171 (*Ground floor*)

Senior Library Assistant, Olive Greaney 094 90 43235 (*First floor*)

Library Assistant 2, Anne O'Haire 094 90 43119 (*Ground floor*)

Library Assistant 2, Mary Hamrock 094 90 43235 (*First floor*)

Library Assistant 1, Colette Harlowe 094 90 43146 (*Ground floor*)

What's New this year :

! Carpeting on the ground floor. Will ease the noise....

! More computer upgrades on first floor.

! Printer software upgrade should ensure trouble free printing.

! Students may now borrow AV material. Ask in the library

! New log ons. All students must be registered before they can logon to any college computers, including those in the library

! Library store upgrade. The library has more space for storage.

*Induction Quiz
for 1st Years*

You are invited to enter our quiz. There will be prizes for the first three correct entries drawn. Place your completed entries in the box provided in the library. Closing date, Friday 29th September.

*Sponsored by
Collins Library
Suppliers, Cork*

Library Tours for 1st Years.

Introductory tours of the library will be arranged within the next two weeks. Library staff will organise them with your lecturers. It is very important that you attend and learn what the library can do for you. Please see overleaf.



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Library tours

The purpose of the library tour is to introduce new students to library facilities and services. You will:

- *Get a demo on how to use the library catalogue
- * Learn how to locate books, journals, videos and audios on the shelves.
- *Learn how to use the photocopier and get a photocopying card.
- * Find out about Desk Reserve material and Short Loans.
- *Find out about borrowing privileges, and requesting books from other libraries
- *See the range of electronic databases provided by the library for your research.
- *Find out how to print from library computers

Library Code of Conduct

The purpose of the code of conduct is to ensure a pleasant, safe and effective library environment for all users and staff. A few ground rules :

- Please carry your college id card. It is also your library card.
- Let's try and ***keep it quiet*** in the library
- No food or drink in the library please. This is specifically for Health and Safety reasons. Spillages cause accidents and may damage equipment.
- Look at the notices regarding mobile phones. Turn off phones before you enter the library.
- Take care your bag is not a trip hazard to anyone else.
- Report any damage to library equipment or resources to staff immediately.
- There is a security system in operation in the library.
- In the event of an emergency follow the direction of staff .

Electronic Resources: More training for students

Throughout the year the library will be organising training workshops for students.

Many of you will want to use library electronic resources. We will guide you through the relevant databases and help you to get the best results from your searching.

Much of this training is organised in cooperation with your lecturers but please feel free also to approach library staff yourselves if you would like help individually or in a group.

Feedback

Library staff welcome feedback from all users.

- There is an electronic 'Suggestion Box' on the Library Catalogue or pop your ideas into the 'actual' suggestion box on the ground floor of the library.
- Students may also channel their comments through the Students Union. A Union representative sits on the Library Committee which meets once each term.
- Students are always welcome to call in person and speak to library staff about services and facilities.

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