Library Guide for Staff

CityU LibraryFind
Library search platform to locate books, journal articles, e-resources, media resources and more.

Course Reserve – Depositing Service
Teaching staff may request to put heavily-used items for short term loan.

Loan Privileges
*Renewable: subject to recall
^Not-renewable

<table>
<thead>
<tr>
<th>Staff Types</th>
<th>Max no. of Books^ (items / days)</th>
<th>Max no. of Media Resources^ (items / days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic / Teaching / Research / Administrative Staff</td>
<td>200 / 120</td>
<td>10 / 7</td>
</tr>
<tr>
<td>General / Minor Grade Staff</td>
<td>100 / 30</td>
<td>5 / 7</td>
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</tbody>
</table>

CityU Scholars
The University’s research hub to showcase your profile, research output and activities.

Open Access (OA)
* Funders’ OA requirements and self-archiving options
* Copyright restriction and OA policy verification

ORCID
* Unique author ID to ensure correct paper attribution
* Automatic update of ORCID publication lists

More
* Research impact measurement
* Research data management

Get Help
- Telephone: 3442-8316
- E-mail: libaspra@cityu.edu.hk
- IT Help: 3442-6963
- Instruction and Reference: 3442-8395
- More Service Contact Points
- WhatsApp a Librarian: 6798-7732

Resources
- Library Account
  Sign in with your CityU EID and AD/LAN password to view and renew loans, keep track of requests and fines

- Teaching & Learning
  * Curriculum-based Workshops
  * Online Library Courses on Canvas
  * Library Workshops (Sep - Nov, Jan - Apr)

- Research Support
  - Research Guides
    * Teaching Support from the Library
    * A Guide for Teaching Staff
    * Measuring Research Impact
    * Open Access

- Access to Resources of other Libraries
  - HKALL Services
  - Interlibrary Loan Services
  - JULAC Libraries Cards

Research Support

Services

Facilities

Study Areas
* 2,600+ study seats
* PC workstations#
* Group study rooms#

CREATE! The MakerSpace
* 3D Printing / 3D Scanning
* Laser Cutting
* Projection Mapping
* Physical Computing Kit

# Booking System

Equipment & Interactive Learning
* Printing / Copying / Scanning
* Mini Theatre
* Online Teaching and Learning Studios
* Discovery Corner – Virtual Reality Services (CAVE)