

# Quick 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

Staff Types	Max no. of Books* (items / days)	Max no. of Media Resources^ (items / days)
Academic / Teaching / Research / Administrative Staff	200 / 120	10 / 7
General / Minor Grade Staff	100 / 30	5 / 7

\* Renewable: subject to recall

^ Not-renewable

## 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

E-mail  
(@cityu.edu.hk)

Circulation 3442-8316

IT Help 3442-6963

Instruction and Reference 3442-8395

Research Support 3442-6935

lbasprs

libemt

lbinf

lbscholars

More Service Contact Points

WhatsApp a Librarian

6798-7732



## Resources



## Research Support



## Contact Us



## Facilities



## Services



## 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

## Equipment & Interactive Learning

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

Booking System



## My 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

## 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 Library Cards