Let's make the Library a great place for study and research

Please remember to:
- Turn off your mobile phone or switch it to silent mode before entering the Library. Mobile phone conversations are not permitted within most areas of the Library.
- Enjoy your food and drinks before coming into the Library.
- Keep noise to a minimum in quiet discussion areas.
- Take care not to leave your valuables unattended.

Make sure to stay in touch

Important notices
Library notices such as reminders to return borrowed items or to pick up requests are sent to your CityU email address. If you prefer to use a non-CityU email address, make sure you set up email forwarding so you don’t miss out on important information.

Keep up-to-date
Subscribe to Library News e-mail alerts to keep you up-to-date about workshops, events, featured resources, and much more.

We are here to help. Ask us!
Phone us: 3442-8395
Email us: libinf@cityu.edu.hk
Visit our Help Desk: 3/F, Yeung Kin Man Academic Building (YEUNG). Use your CityU student card to enter the Library.
WhatsApp-a-Librarian: 6798-7732
2:00 – 5:00pm, Monday to Friday

Find Us on Facebook
Don’t forget to Like us on our Facebook page.

Student
Run Run Shaw Library
Library Guide
Information to help you get the best out of the Library

http://www.cityu.edu.hk/lib/

April 2018
Discover more using our rich collection of resources

CityU LibraryFind | http://www.cityu.edu.hk/lib/

Search for information using CityU LibraryFind, a discovery tool to locate resources in physical and electronic format. It searches across journal articles, books, e-books, media items, databases, dissertations, course reserves, and more in a single search, with options to locate the full text of available resources.

Research guides | http://libguides.library.cityu.edu.hk/home

Created by librarians, these online guides list important resources (databases, websites, online tools) for a topic or subject area and have tips for doing research.

- Getting Started with the Library
- Beginning Your Research
- ... and many more

Workshops | http://www.cityu.edu.hk/lib/teach_learn.htm

We offer general information literacy classes.

- How to cite sources of information and prevent plagiarism
- How to locate information effectively
- ... and many more

Use our facilities to enhance your study and learning

Study areas

Group study rooms with presentation equipment, and individual study carrels can be booked online, as well as PC workstations in the Oval and Information Space. Quiet discussion and silent study areas are available throughout the Library.

Makerspace

Create! – MakerSpace is located in the Information Space. To help promote creativity and innovation, it has facilities for 3D scanning, 3D printing, laser cutting, projection mapping and physical computing. Make a booking.

Interactive learning spaces

Book the CAVE (virtual reality facility) located in the Library’s Discovery Corner, a space to learn and create with new and emerging technologies, or book the Mini-theatre to view educational DVDs, play CDs or exhibit work.

Printing, copying, and scanning

Printers, photocopiers and scanners including 3D scanners are available. Notebook computers and mobile devices connected to the CityU networks from Wi-Fi hotspots can also print to the network laser printers.

IT support and facilities information

The IT Help Desk can assist with troubleshooting or help with printing, scanning, copying or connecting to the campus Wi-Fi. Find out how to book facilities, and more.

Our services are designed to support your information needs

Convenient access to online resources from off campus

You can access online resources such as e-books, e-journals, articles, dissertations, videos, and much more from off campus using your CityU EID and AD/LAN password, the same as those for university PCs.

Sign in to get access to more features

When you sign in to CityU LibraryFind you can:

- View full search results. (Some databases show results only when you’ve signed in)
- Save your search query and search results for future viewing
- View request options and place item requests

My Library Account: An easy way to stay organised

Sign in to My Library Account to keep track of your requests, to view and renew loans, and to view any fines.

Resources to support your course work

Course Reserves — Course related materials in high demand such as textbooks or course readings are kept in the Library’s semi-closed collection, available for short term loan.

CityU Exam Papers — Coverage starts from 1996 onwards. Search by department and course code.

Borrowing items from CityU Library

All you need is your CityU student card.

<table>
<thead>
<tr>
<th>Borrower category</th>
<th>Maximum no. of books</th>
<th>Loan period*</th>
<th>Maximum no. of media resources (items/days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CityU Undergraduate</td>
<td>40</td>
<td>30 days</td>
<td>5/3</td>
</tr>
<tr>
<td>CityU Postgraduate</td>
<td>60</td>
<td>90 days</td>
<td>5/3</td>
</tr>
</tbody>
</table>

*The loan period applies to books in the Circulation Collection provided that no one else has placed a request for the book. For quotas & loans of other items, see:

http://www.cityu.edu.hk/lib/service/loans.htm

Items you need aren’t available in the Library?

Options to help you

- Sign in to CityU LibraryFind to request books from other Hong Kong university libraries using HKALL or to request CityU books out on loan or items held off-site in Shatin Storage.

Postgraduates can also:

- Use ILL (Interlibrary Loan) to request articles or books not available in the Library’s collection. (Final year undergraduates can submit ILL requests certified by lecturers.)

- Visit another university library. Apply for a JULAC card to borrow in person from other Hong Kong university libraries. It’s free.