

Welcome to the Library



Introduction to Services and Resources



Campus Libraries

4 Campus Libraries



Coleraine



Jordanstown



Magee



Belfast

Library Opening Hours







Always check the [Library webpages](#) for the latest Opening Hours information

- Term-time opening hours from Monday 20th September 2021 - Friday 20th May 2022:

Day	Open	Closed
Monday	8.45am	9pm
Tuesday	8.45am	9pm
Wednesday	8.45am	9pm
Thursday	8.45am	9pm
Friday	8.45am	6pm (Belfast) 8pm (Coleraine, Jordanstown, Magee)
Saturday	1pm	5pm
Sunday	1pm	5pm

The Library Offers...

Lots of Resources & Services

-  Books & eBooks
-  Journals & eJournals
-  Subject-specific databases
-  Online Module Reading lists
-  Subject guides
-  Reserve & Collect



We also have a
[Document Delivery Service](#)



Collaborative Learning Environment

We offer a range of flexible learning spaces



Library PCs &
Laptops or bring
your own device



Individual study
spaces



Silent / Quiet
areas



Group study
rooms

Laptop lending

Available from the Information Points

- First come, first served
- 🏠 Campus use **only**
- 💻 24 laptops available
- ⬇️ Standard software installed



Files are **deleted** after each use!
SAVE your work to OneDrive or a USB

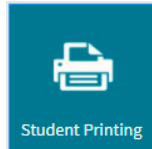


Print / Copy / Scan

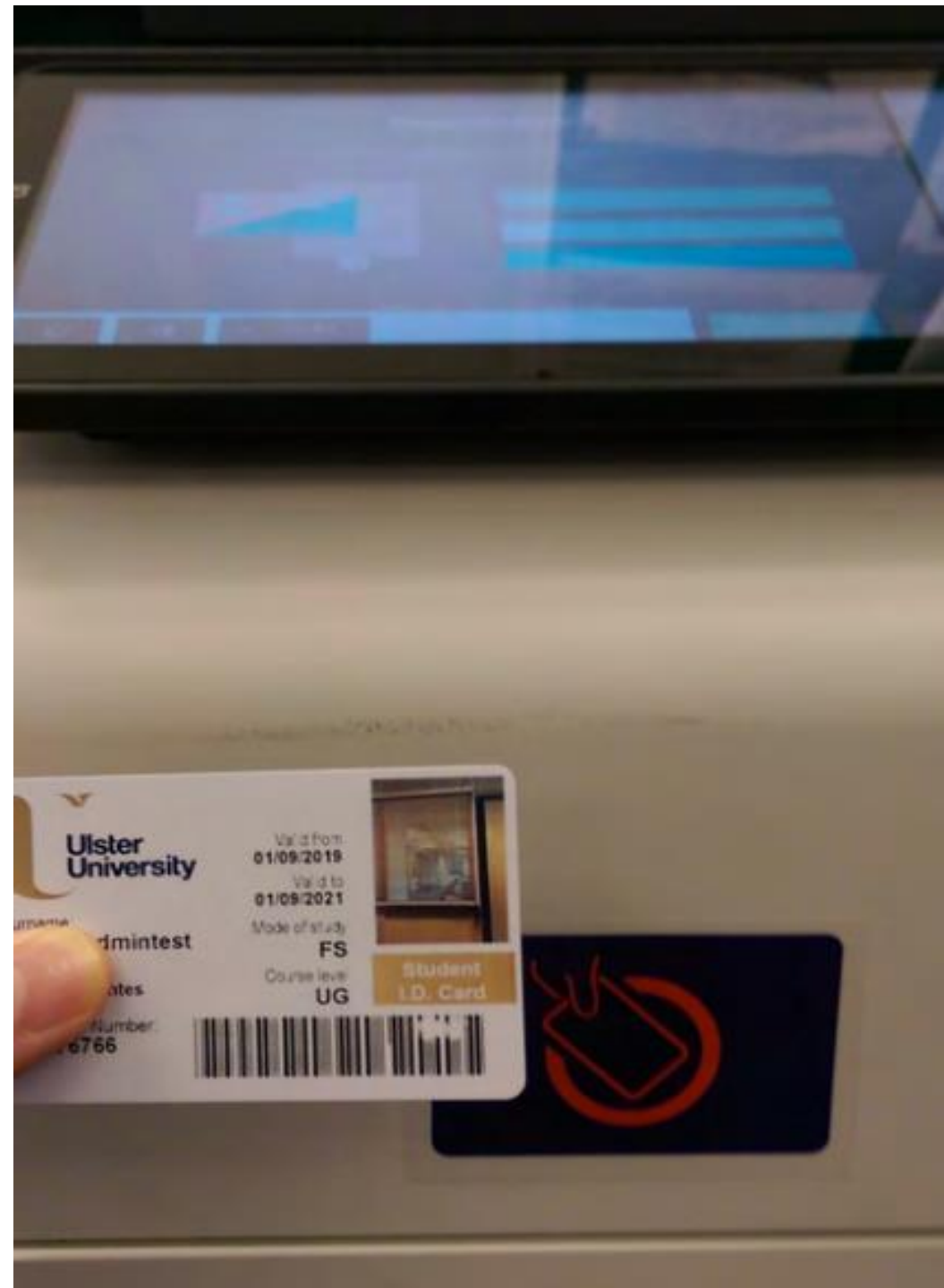
Multi-functional devices (MFDs)

-  Available in Library & IT Labs
-  Operate using **Student ID card**

On the Student Portal click
for more information



Need help? Email:
printpayment@ulster.ac.uk



Automatically Registered

But you will need your...

Student ID card for:

 Borrowing books / Self Issue Kiosk

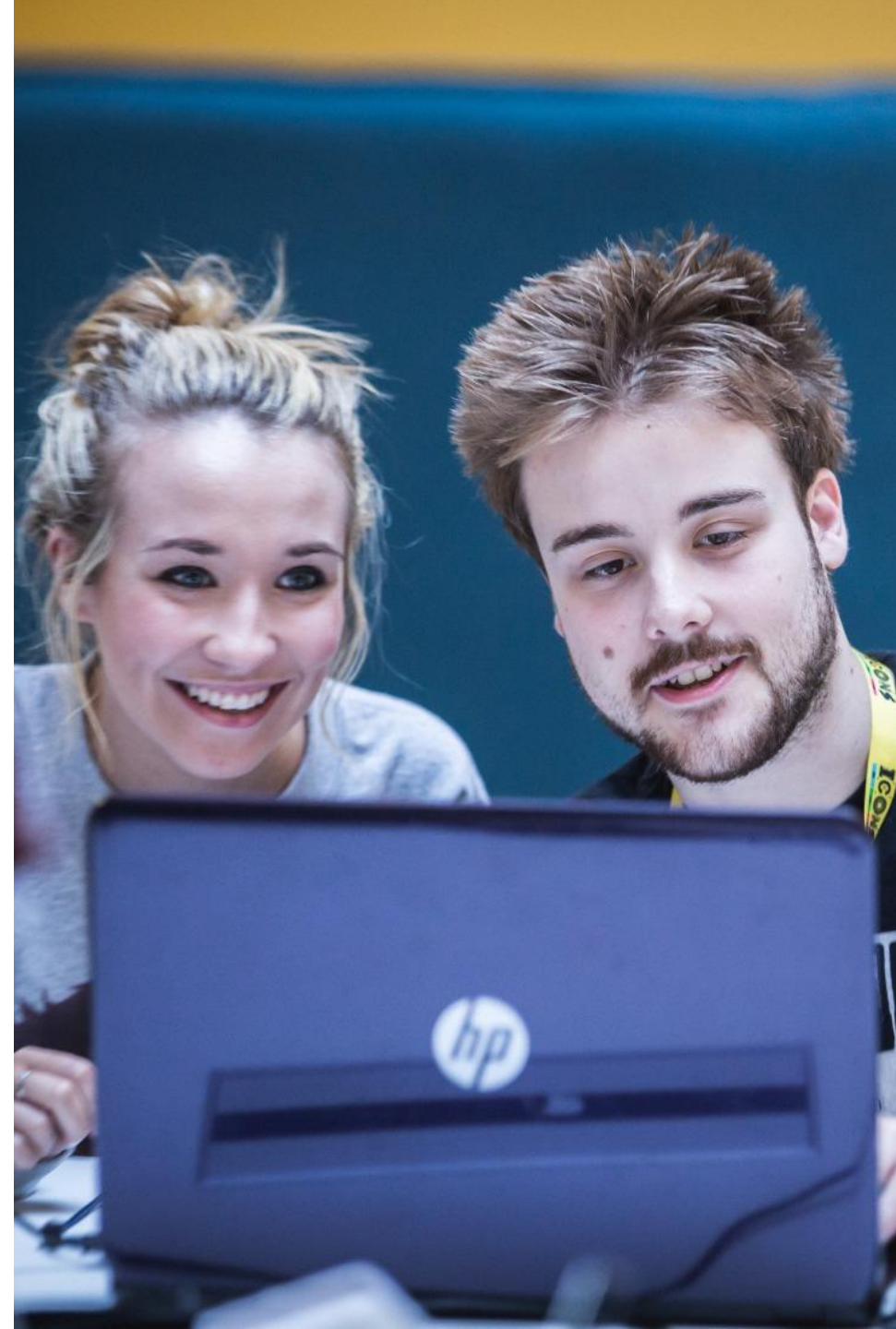
 Print / Copy & Scan Machines

 Swipe Access to Buildings

 **Student email & network password** for eResources






You must abide by the [Acceptable Use Code of Practice \(AUCoP\)](#)



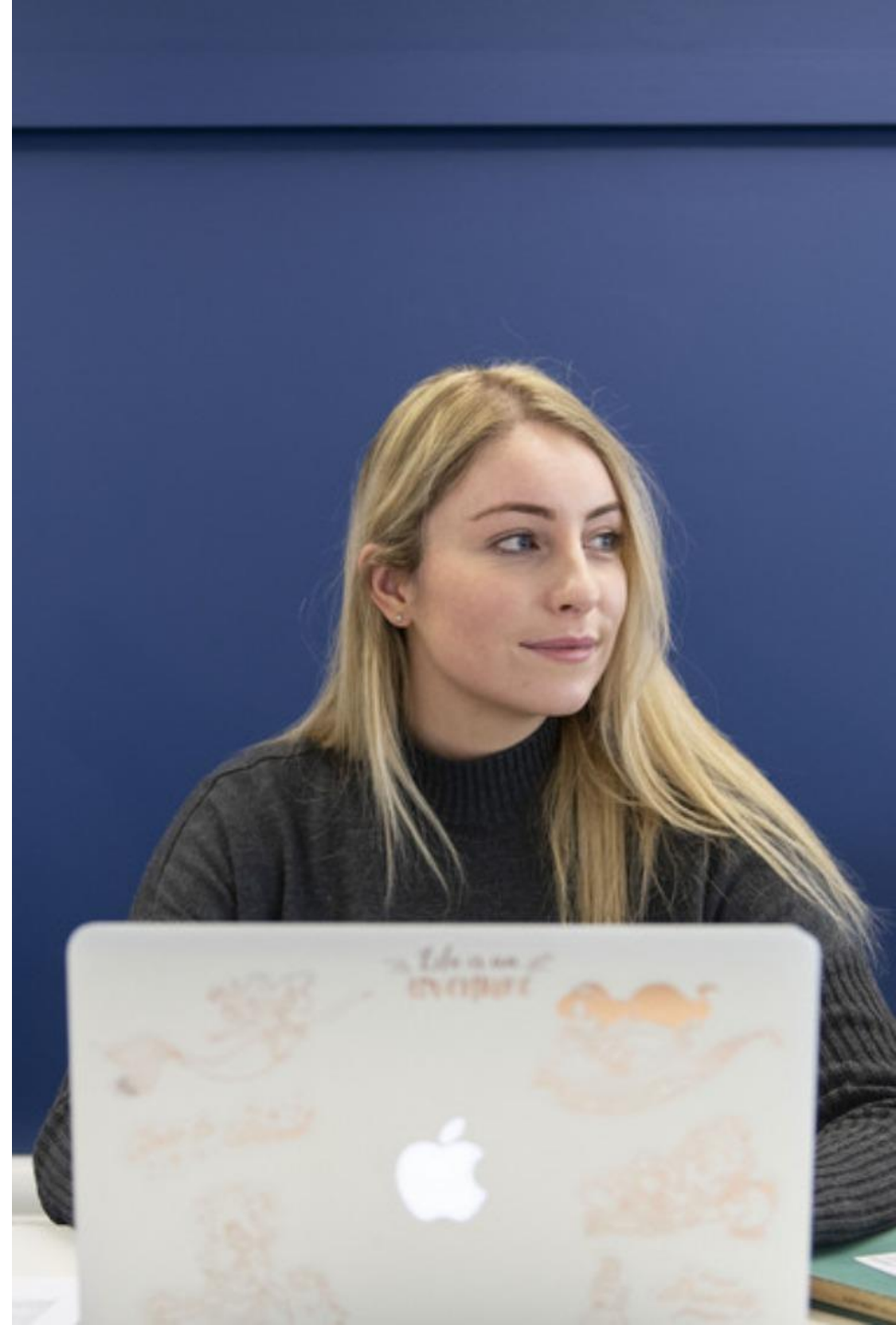
Your Ulster Email

We will contact you by email with...

-  Reservation Notifications
-  Reminders to return loans sent 48 hours ahead
-  Recalls & overdue reminders



The University will **ONLY** contact you officially via your Ulster Microsoft Office 365 email account.



Borrowing Books

Borrow 20 print books at a time

 12 x standard loans (2 months)

4 x two-week loans ●

4 x two-day loans ●

↪ Standard & two-week loans are subject to recall after **ONE** week

Want to avoid fines?



Renew [online](#) and check your student email for reminders



Self-Issue Kiosks

Borrow & Renew Books

- 📅 Need your **Student ID card**
- 🚫 You cannot borrow if you have:
 - ↪ Recalled items
 - 🕒 Overdue books
 - 💷 Fines in excess of £5
- 👁️ Keep an eye on your account



Drop your books in
the Book Return Box



Returning Books

Items that you have borrowed

 Return via the Book Return Bins

Items that you have consulted in the Library

 Do not re-shelve

✓ Leave them on the trolleys provided for us to reshelve








My Library Account

Provides details of your activity

Login with your Ulster email and network password

 Your account outlines:

-  Items currently on loan
-  Charges
-  Reservations
-  Loan history
-  Renew books within your account *(providing none are overdue)*

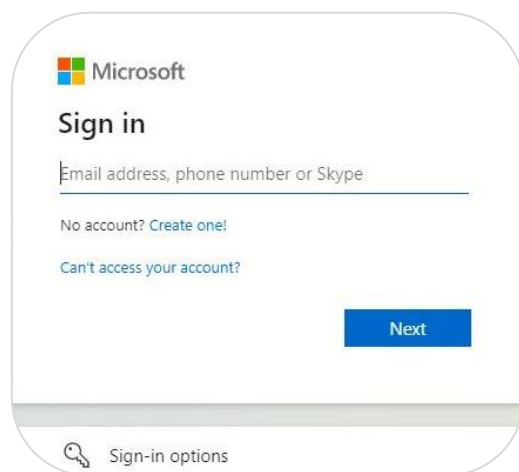


Watch this [video](#) to see how to access 'My Library Account'



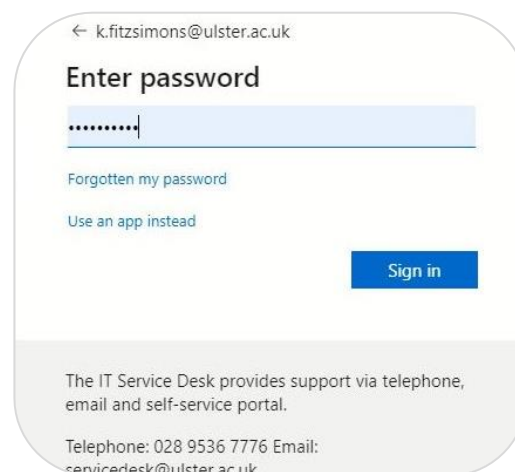
Library Homepage Access

Access via the Ulster Portal <https://www.ulster.ac.uk/portal>



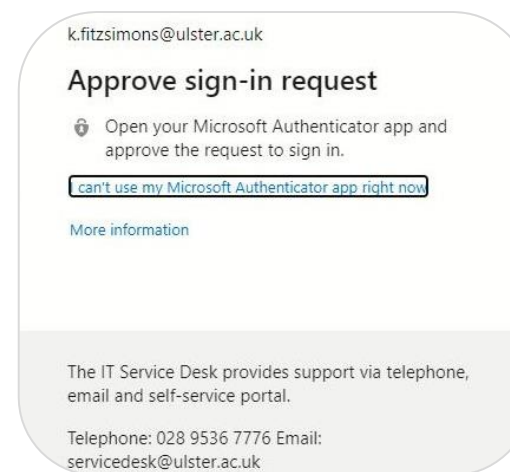
Microsoft
Sign in
Email address, phone number or Skype
No account? Create one!
Can't access your account?
Next
Sign-in options

Enter your student email



k.fitzsimons@ulster.ac.uk
Enter password
Forgotten my password
Use an app instead
Sign in
The IT Service Desk provides support via telephone, email and self-service portal.
Telephone: 028 9536 7776 Email: servicedesk@ulster.ac.uk

Enter your network password



k.fitzsimons@ulster.ac.uk
Approve sign-in request
Open your Microsoft Authenticator app and approve the request to sign in.
can't use my Microsoft Authenticator app right now
More information
The IT Service Desk provides support via telephone, email and self-service portal.
Telephone: 028 9536 7776 Email: servicedesk@ulster.ac.uk

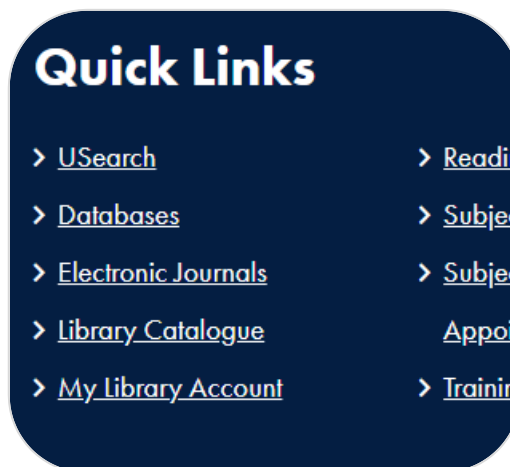
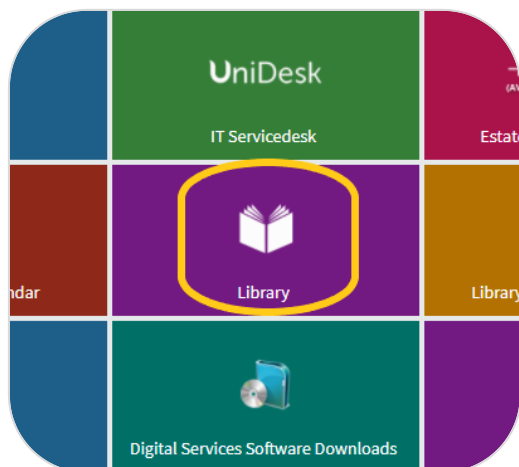
Approve using Authentication App



Ulster University Portal

Library Homepage

Accessed via the Ulster Portal



On the 'Portal' click the 'Library' tile

Use 'Quick Links' for key resources & services

Check 'Library Updates' for important info

Click to find our latest opening hours

OpenAthens Authentication

Some eResources require an additional login process

Sign in with an OpenAthens account.

Username ~~X~~

Email address or username

Password ~~X~~

Password

Step 1: Ignore username & password boxes

Sign in

Find your organisation.

Step 2: Type 'Ulster' into the search box

Search

ulster

1 organisation found

University of Ulster

Step 3: Click 'University of Ulster'

Step 4: You will be prompted to enter your student email & password

Please use your Ulster email address and network password, e.g. bloggs-j@ulster.ac.uk and your Portal/IT workstation password.

j.bloggs@ulster.ac.uk

your Portal/IT workstation password.

Sign in

Books

Search the Library Catalogue

- 🔍 Search by author, title or keyword (or a mix of these)
- ⏚ Filter results by campus or date
- 🖨️ Limit results to print or eBooks
- 👆 Reserve items
- 👁️ Check your record

🎥 Watch this [video](#) to find out how to search for books on the catalogue



How to find books & eBooks

Searching the Library Catalogue

[Catalogue Home](#) | [Feedback](#) | [Accessibility](#) | [Document Delivery Request](#) | [Help](#)

[Take a Tour of the Library Catalogue](#)

[My Account](#)



Keep an eye on what you've borrowed, renew books and pay fines

Catalogue

Search the library catalogue

Search




More options...

Search by author, title or keywords (or a mix of these)



eBooks

We have thousands of eBooks






-  Available to read online 24/7
-  Search the catalogue for individual titles
-  Access even more within subject specific databases *(ask your subject librarian for more information)*

Watch this [video](#) to find out how to locate and access them



eJournals

We subscribe to over 130,000 titles

-  Search the eJournal catalogue by name
-  Read latest issues
-  Consult contents pages for articles
-  Search within titles for keywords or topics
-  Browse the archive

Watch this [video](#) to find out how to
access and view our eJournals



Need a specific eJournal?

Open the 'Electronic Journals' link on the Quick Links menu

Library Services





Welcome to Ulster University Library. Find out about Library services and resources supporting learning, teaching & research at the University.

Quick Links

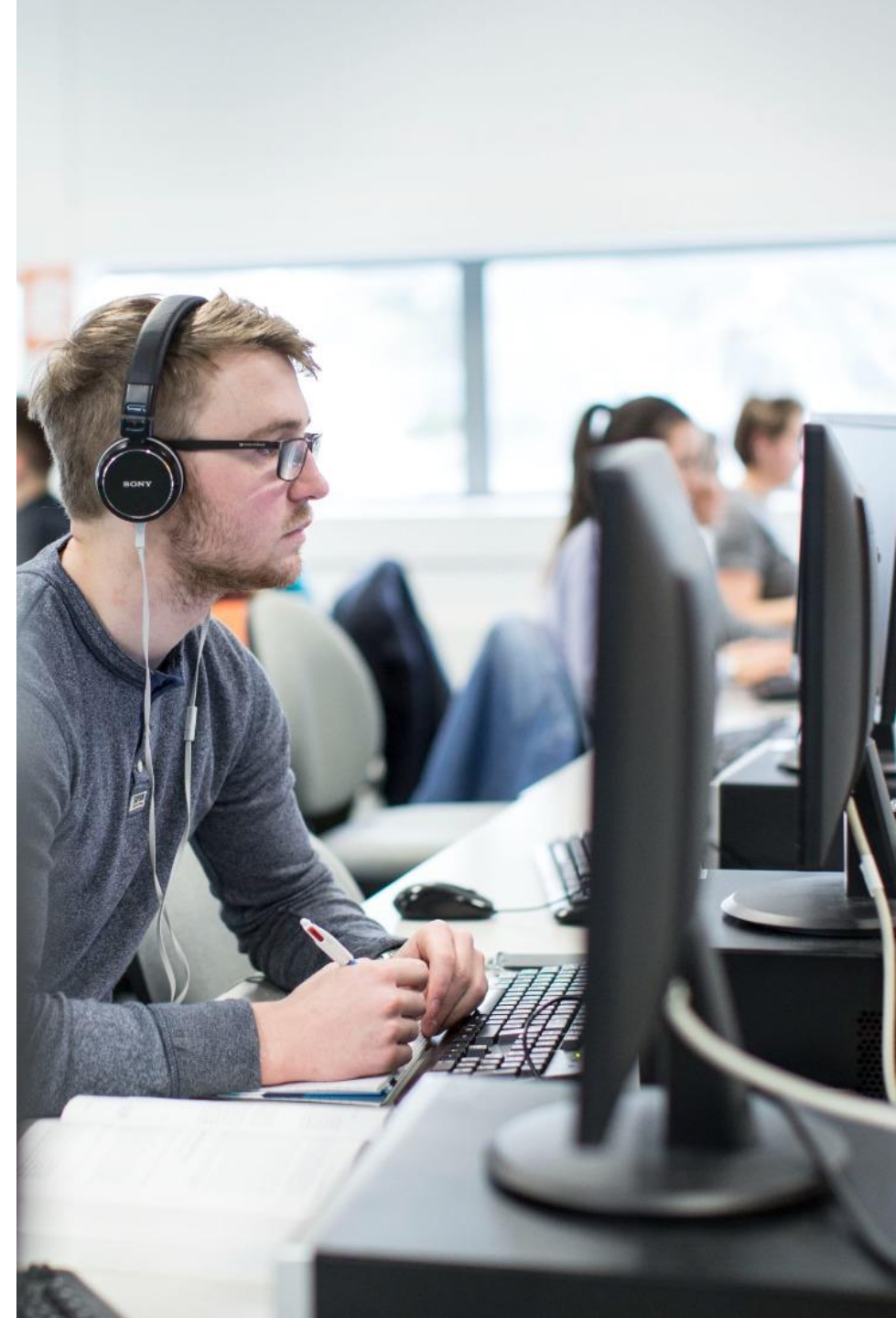
- > [USearch](#)
- > [Databases](#)
- > [Electronic Journals](#)
- > [Library Catalogue](#)
- > [My Library Account](#)
- > [Reading Lists](#)
- > [Subject Guides](#)
- > [Subject Support](#)
- [Appointments](#)
- > [Training & Workshops](#)
- > [Library Answers](#)
- > [Getting Started in the Library](#)
- > [Group Study Rooms Booking](#)
- > [Opening Hours](#)
- > [Contact the Library](#)

USearch

Ulster Library's Discovery Service

-  Offers a Google-like search across many of our databases
-  Links to 1,000s of e-journals
-  Provides full-text articles *(where available)*
-  Quick and easy to use

Watch this [video](#) to find out how to access and use USearch



How to find journal articles on USearch?

Open 'USearch' on the Quick Links menu

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Quick Links

> [USearch](#)

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> [Contact the Library](#)

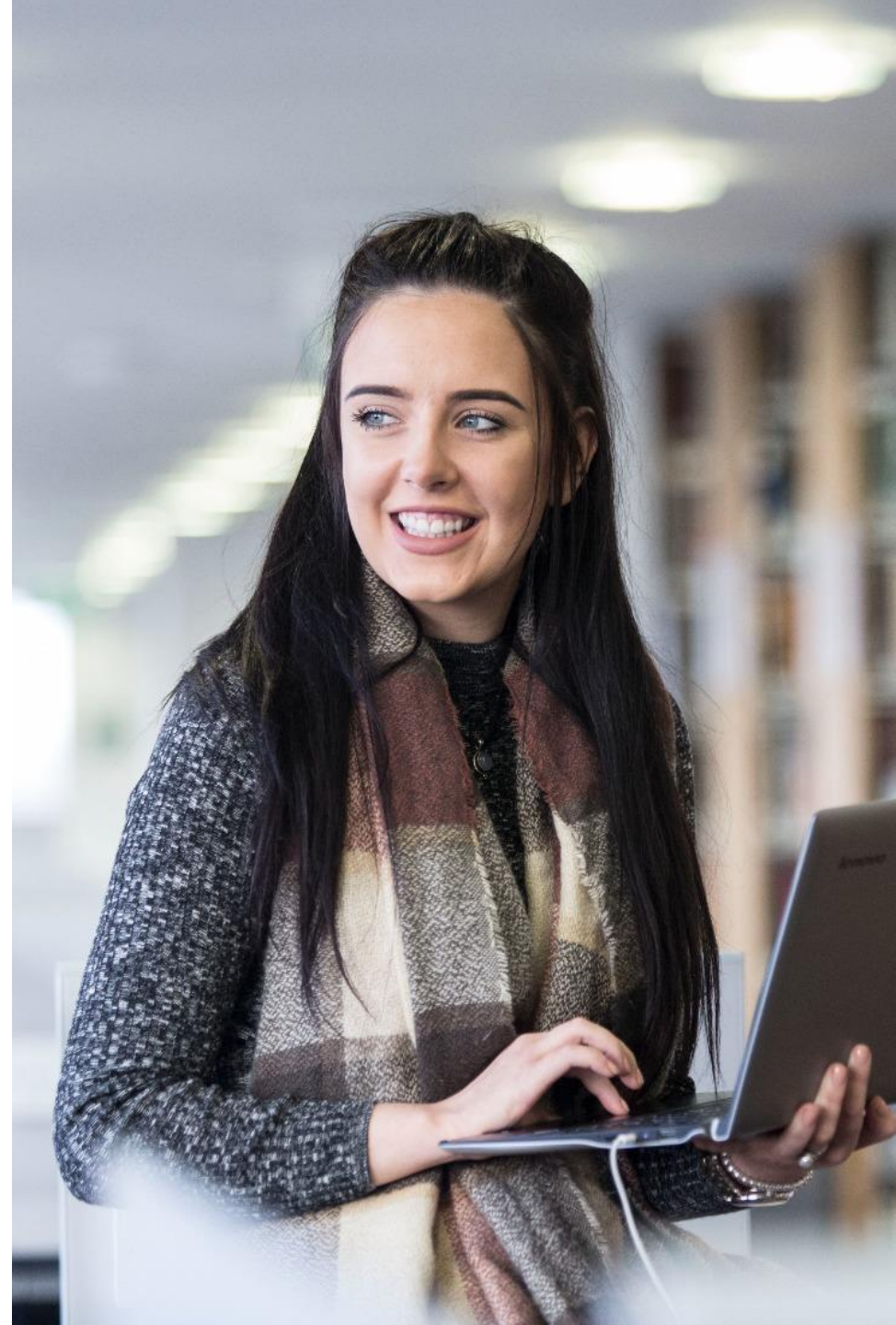
Library Subject Guides

80+ guides across all faculties

Contain lots of information:

-  Databases
-  Weblinks
-  Video guides
-  Referencing help and much more

Watch this [video](#) to find out how to
 locate your subject guides



Module Reading Lists

Direct access to course materials

Comprising of:

 Books

 Journals

 Weblinks

 Other resources selected by your lecturers

Watch this [video](#) to find out how to
access Reading lists



Module Reading Lists

Some entries may bring you to this screen

404

The site you were looking for couldn't be found.

This domain is successfully pointed at WP Engine, but is not configured for an account on our platform.

- If you just signed up, we're still likely creating your account.
- Did you [add this domain to your install?](#)
- Did you point DNS to the correct [IP address](#) or [CNAME?](#)

If you've completed the steps above, or need more help, please [contact us](#) and we can help get your site up and running in no time.

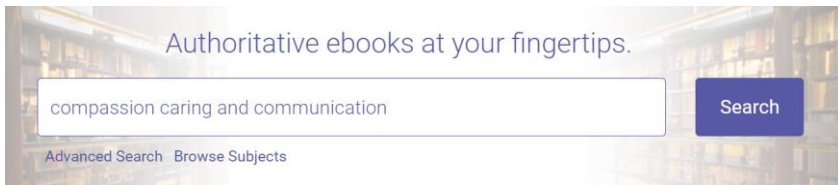


Module Reading Lists

There is an issue with some of our links

When this happens go to [Ebook Central](#)

🔍 Enter the title in the search box



📖 From the list of results, click on the relevant title to open the full text



Help & Support

Library Related

 Library Information Point

 028 7012 4345

 Your Subject Librarian

 Phone  Face to Face

 Email  Online

 Library Chat / Library Answers for FAQs



Click 'Library Chat' to engage
with us in real time



Help & Support

IT Related

Service Desk

 [UniDesk Self Service](#)

 028 9536 7776

 servicedesk@ulster.ac.uk

 [Frequently Asked Questions](#)

Service Hours Semester 1 & 2

Mon-Fri: 8am - 8pm; Sat-Sun: 1pm -5pm



Click [here](#) for a full list of service hours



Keeping up-to-date

News, events, service updates...

-  Follow us on Twitter
-  Check our website for 'Library Updates'
-  View the latest Blogs on our subject guides



You don't need a Twitter account to read our latest feeds



Studiosity

Anytime, anywhere study help

- ✍ Constructive Writing Feedback
- ☁ Upload your written draft 24/7
- 💬 Get feedback and suggestions
- 🖥 1-2-1 'Connect Live' option



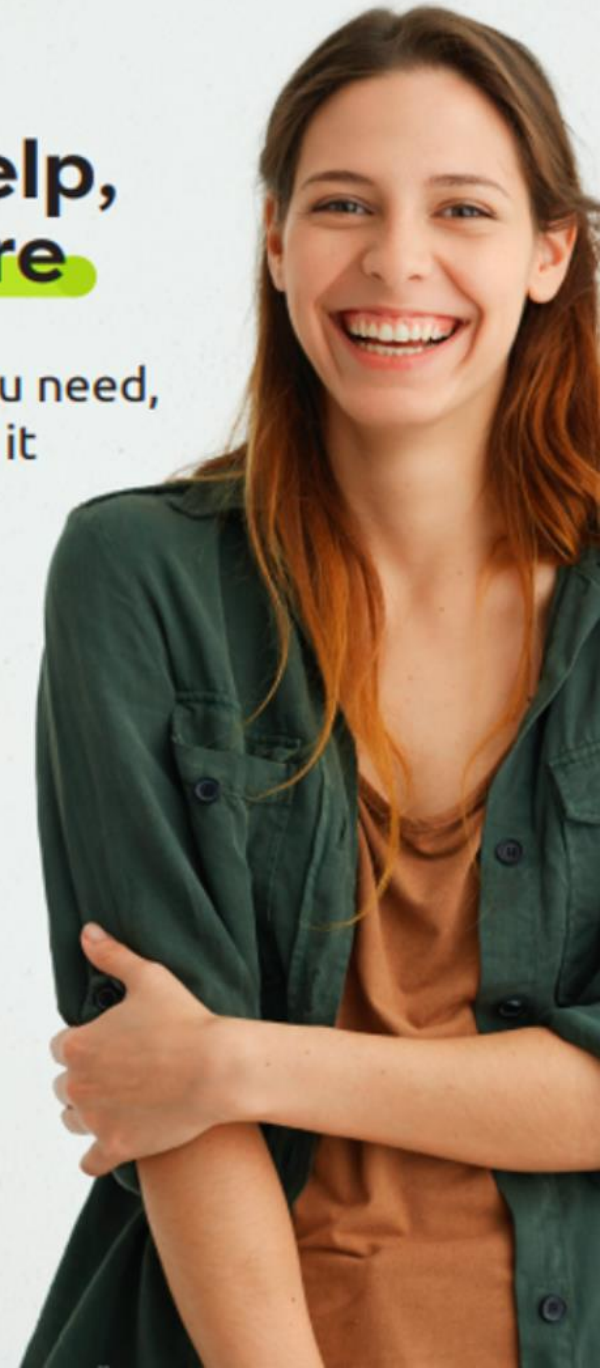
Create an [account](#)
and get connected



Study help, **anywhere**

Get the help you need,
when you need it






Studiosity



Student Connect

Mentoring support from students for students




Student Connect mentors offer support with:

-  Settling into University Life
-  Making friends
-  Navigating your course
-  Managing your time
-  Course-work




Sign up to EDGE

Employability Award

-  Boost your career prospects
-  For all undergraduate students
-  Complete minimum of 4 activities

On the Student Portal click
to register



Library activity available. Interested?
 Speak to your subject Librarian



Library essentials for new students



Bookmark the Library

www.ulster.ac.uk/library

Library Services for students



Your Library Essentials

guides.library.ulster.ac.uk/libessentials

Essential Library information you'll need to support you during your studies



Library induction sessions

timetabled by your lecturer

Provide guidance in accessing Library resources



Library subject classes

timetabled by your lecturer

Provide details of specific resources for your subject



Help from the Library

www.ulster.ac.uk/library/help



Contact your subject librarian

www.ulster.ac.uk/library/contact/contact-subject-teams



Follow the Library

[@UlsterUnilib](https://twitter.com/UlsterUnilib)



Training & Workshops

www.ulster.ac.uk/library/help/training-and-workshops

IT Essentials for new students

Bookmark IT - The Digital Experience - ulster.ac.uk/ds/students

- Provides a complete guide to all IT Services for new students.
- Ensure you view the Student Portal link for quick access to Office365 Apps, OneDrive Storage, Blackboard Learn and Software Downloads and Offers.

Protect IT – Your University Account

- You get a Student ID Card, 'B' number, an email address and password
- Set up Multi-Factor Authentication on your account: ulster.ac.uk/ds/mfa-setup

Log on to IT – University workstation

- Use your university email address and network password to logon to a University workstation. (Once logged on some specific systems may require your Student ID to be entered)

Connect to IT – Eduroam

- Eduroam (WiFi) is available across all campuses.
- Refer to Wireless Services on the Digital Experience page for connection instructions

Follow IT - [@UlsterUniDS](https://twitter.com/UlsterUniDS)

Contact IT – IT support when you need IT

IT Service Desk Phone: 028 9536 7776

Email: servicedesk@ulster.ac.uk

 ulster.ac.uk/ds



Thanks for listening

Any questions? Just ask

- Any comments, feedback or suggestions?
 - Let us know

Don't forget to Bookmark
our [website](#) for quick access to
Services & eResources





**Ulster
University**