Library Code of Conduct

Helping us to help you

Ulster University

The Library aims to provide learning environments which support users to achieve academic success. As partners in the learning process we need your help to provide and maintain an atmosphere conducive to study and research.

We will:

Provide a variety of learning environments conducive to study and research including designated Quiet Study Zones.

You can help us by:

- Being considerate of the needs of others.
- Observing the zoning and switching ALL portable devices to silent mode before you enter the Library.
- Being quiet in designated quiet areas.

We will:

Treat all users with respect and courtesy.

You can help us by:

- Refraining from any antisocial, offensive or disruptive behaviour.
- Treating library staff with respect and courtesy.

We will:

Provide a clean and tidy environment. Follow Health and Safety regulations to ensure a safe environment is provided.

You can help us by:

- Refraining from eating and drinking in study spaces, binning rubbish.
- Leaving immediately on hearing the fire alarm or when asked to do so in an emergency.
- Ensuring that any children on our premises are supervised by an adult at all times.

We will:

Provide the necessary print and online information resources to support teaching, learning and research in the University.

You can help us by:

- Treating all library materials with due respect and care.
- Returning or renewing all borrowed items within the specified time to avoid charges.
- Returning promptly any items requested by another user.
- Keeping network passwords confidential.
- Being mindful of the University's Acceptable Use Code of Practice when using electronic resources provided by the Library.
- Adhering to copyright guidance when using our resources.

We will:

- Provide a comprehensive and up-to-date guide to library services
- Provide induction training for new students
- Provide ongoing user education and support.

You can help us by:

- Attending any library classes arranged by academics or individual one-to-one sessions

The full Code of Conduct is available at:

ulster.ac.uk/library/about/library-documents