Greater Belfast Development
Fact sheet: Library move, 2015

The Library has relocated to Block BB and is open Monday-Thursday 0845-1700 and Friday 0845-1600. Semester opening times will resume on Monday 21st September 2015.

Library users can access most services and facilities as below so please visit us soon.

**IMPORTANT:** You must bring your student/staff ID card with you because many doors in the library have swipe-card access.

Where is Library?
Block BB, Levels 0, 1 and 2 with the Library entrance on Level 2.

How do I get there?
Access to Block BB is via the main campus entrance in Block BA. Once through the access control barriers, take the stairs or lift to level 2 then follow the signs to the Library.

What is available on each floor?

<table>
<thead>
<tr>
<th>Floor</th>
<th>Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd floor</td>
<td>library staff; computers, print/copy/scan; Career Development Centre; library displays; casual seating area; study facilities</td>
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<tr>
<td>(BB-02)</td>
<td></td>
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<tr>
<td>1st floor</td>
<td>journals; Quick Reference books; DVD/video collection and viewing; PCs; study facilities</td>
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<tr>
<td>(BB-01)</td>
<td></td>
</tr>
<tr>
<td>ground floor</td>
<td>Books; study facilities</td>
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<td>(BB-00)</td>
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Are computers available in the new Library?
Computing facilities are available now. There are Macs and PCs on the second floor of the Library; PCs on the first floor and Wi-Fi throughout. Following comments from library users, we are able to offer a Quiet Computing room as well as an open computing area. Computing facilities on the second floor are available in line with campus opening times. All devices are connected to networked printers.
Are photocopiers, printers and scanning available?
Multi-function devices (MFDs) are available on the second floor now and by the start of the semester, will be located on each floor.

Will students be able to book study rooms during the summer?
Bookable study rooms will be available from Monday 21st Sept 2015. In the meantime:
- There are several places in the library which can be used for quiet study or to consult requested materials during library opening times.
- Students working with support providers may find the quiet areas in the library suitable for discussion but these will not be private. The Student Support office on Level 2 in Block BA may have rooms available for students and providers to use, so check with them.

What happens if I want to return a book and the Library is closed?
A book return slot is in place in the wall near the red desk on Level 2. Simply ‘post’ your book through the slot and Library staff will retrieve it on the next working day. Alternatively, you may return items to staff in the campus libraries at Coleraine, Jordanstown or Magee.

What help is available?
Various options are available:
- The red desk at the Library entrance on Level 2 is the point of contact for all initial face-to-face enquiries regardless of whether they are Library, IT or Reprographics.
- A Library Help tool is available online at: http://help.library.ulster.ac.uk/
- ICT help is available 24/7, see: http://www.ulster.ac.uk/isd/help/service-desk

Will an introduction to the new facilities be offered?
We look forward to seeing you in the new Library and intend to provide tailored tours of the new facilities in September/October. If you are in the Library before then and would like a tour, please ask.

Questions?
If your question isn’t answered above, please contact me.
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