

Library Opening Hours during Easter

Good Friday 19 April	9AM – 6PM
Easter Saturday 20 April	9AM – 6PM
Easter Sunday 21 April	1.30 – 6PM
Easter Monday 22 April	9AM – 6PM

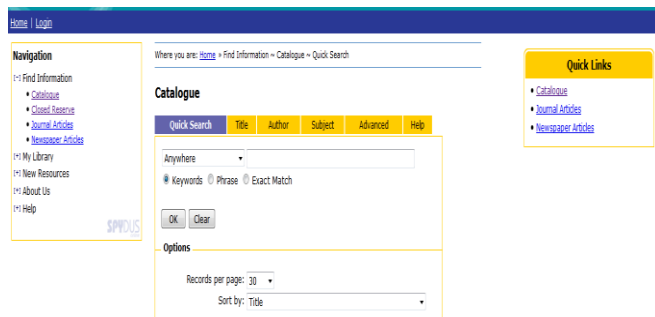
*The Pacific Collection & Main Issue Desks at the Main Library **cease operations 30 minutes prior** to Library closure.*

Lower Campus Library (PIMRIS)

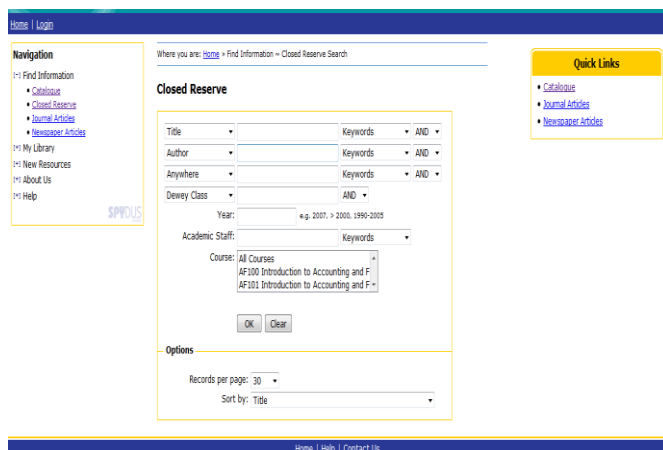
Saturday/Sunday/Public Holidays **CLOSED**

Reserve Collection

Materials recommended as course readings by teaching staff are held in the Reserve Collection located behind the Main Issue Desk on Level B. The following are simple steps to knowing what is in the collection from the online catalogue.



Step 1: From the OPAC, click 'Closed Reserve' on the left panel above.



Step 2: Select the Course Code and click OK.

FEATURE: Micrographics Unit

- ❖ Located on Level C inside the Pacific Collection with 1 staff member
 - ❖ The main purpose of this unit is the **preservation** of important printed original documents to microfilm or microfiche format
 - ❖ Documents include student theses which are filmed, processed and stored as microfiche under controlled temperature
 - ❖ Jacketed Microfiche and Microfilm reels of the dimensions 16mm and 35 mm are worked on
 - ❖ Main equipment in the room include:
 - Filmer Machine
 - Jacketing Machine
 - Microfilm Reader
 - Scanner which reads, scans, saves and prints both microfilm and microfiche.
 - ❖ **Micrographics Service is open to all Library Users upon request.**
 - ❖ Contact Person: Ms. Bharti Devi on phone: 323-2475 or email: bharti.devi@usp.ac.fj
- For further information contact:**
323-2322 or readservices@usp.ac.fj

ITS Labs in the Library

IT labs located in the Library are the responsibility of ITS. Problem PCs should be reported to helpdesk@usp.ac.fj

WiFi Access

The Library levels A,B and C are fully wified areas. Please enquire at ITS for the type and number of gadgets permissible for access.

Unattended Items on Study Tables

The Library is a busy public space and users are reminded to be vigilant with their own belongings at all times and considerate of others who need tables for quiet study.

Library IRS

Focusing on student Success, the Library offers a range of information research skills programmes which incorporate Research Skills Development Framework. **The IRS Training Lab in the Learning Commons on Level A is the venue for tutorials.**

Information Research Skills Programme	
PG	<ul style="list-style-type: none"> Post semester 1 2018 this is a Mandatory requirement by Senate for students to complete the 14.5 hours IRS training in the first semester of enrolment. Necessary to proceed into semester 2 of study programme Offered ONLINE via <i>Moodle</i> from 11 February. <i>Moodle</i> access https://elearn.usp.ac.fj/login/index.php Email irslibrary(at)usp.ac.fj to sign up. Online support through F2F tutorials by Librarians at Alafua, Emalus, Solomon Islands and Laucala and advertised as offered. Weekday, Evening and Saturday booking and walk-in sessions sent via all-staff all-student email IRS Completion certificate and a MOODLE badge is issued on successful completion PG students enrolled prior to semester 1 2018 are strongly encouraged to complete the Programme
UG	<ul style="list-style-type: none"> UU100 core unit completed by all students. UU100B introduces students to information literacy and lifelong learning skills. Available are Walk-in sessions advertised by <i>All Student All Staff email</i> and on the notice board at the library foyer for Tuesdays and Thursdays 3pm-4pm.
Regional Campus & Centre Libraries	<ul style="list-style-type: none"> Campus libraries without professional library staff may request for tutorials via <i>Zoom</i> To arrange sessions Campus Directors, academics and PG students should contact IRS Coordinator Vasiti Chambers: chambers_v@usp.ac.fj or ph: (679) 3232287
Staff	<ul style="list-style-type: none"> 1-to-1 or group sessions are offered. Contact your Liaison Librarian or the IRS Coordinator Vasiti Chambers

Need Assistance?

Trained library staff located at the **Information Desk** welcome the opportunity to help you.

One Stop Shop Weekly Schedule

Located in the Library Learning Commons on Level A is a space for Student Learning Support Specialists and Disability Resource Centre staff. Simply visit us on Level A and get **help for assignments, literature reviews, academic skills and more.** Refer the schedule below.

Mon	Tue	Wed	Thu	Fri
2-4pm FALE SLS	11am-12pm FBE SLS	11am-1pm PacTAFE SLS	2-4pm FSTE SLS	11am-12pm FBE SLS

PCs for Printing Only

The Library has set aside **2 pcs** to cater for students express printing needs. The printers are located on Level B near the MFD printers.

Extension Leads and Adapters

By conforming to the USP Occupational Health and Safety standards, the Library **does not allow** the use of extension cords and multi-outlet devices. These are potential hazards for individuals walking in the library and may cause an overload to the power points thereby posing a fire risk.

Internet & Printing Quota Top-up

Students can purchase \$2.00 internet and \$2.00 print credit top-up cards from the Library Main Issue Desk on Level B.

Library Suggestion Box

The Library encourages feedback from users on its services, facilities and resources and receives this via the Suggestion Box located in the foyer. Responses will be posted on the notice board on the library verandah.

Staff News

Farewell, Jamie Bloss, Librarian Reader Services (Reference) who resigned after 3 years to return US. We welcome Librarians Natasha Skeen, Librarian, Reader Services (UK); Daniel Brown, Librarian e-Resources (US) and Julia Peters, Librarian Reader Services (US).



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Library News is published 6 times a year by the Readers Services section of the Library. Send your comments and suggestions via email to library@usp.ac.fj or through phone to 32 32291