

*The University of the South Pacific Library
Laucala Campus
February 2014, Volume 20, Number 1*

LIBRARY NEWS

A Warm Welcome

The Library family warmly welcomes all new and returning students and staff to the university.

As a new academic year begins, you are encouraged to take advantage of the library's many resources and services, many of which are available via the Library's website at <http://www.usp.ac.fj/library>. These include the online catalogue, Ask-a-Librarian service, online databases, past exam papers, research guides and more.

Library Semester Opening Hours

Main Library

Monday to Thursday	8:00am - 10:00pm
Friday	8:00am - 6:00pm
Saturday	9:00am - 6:00pm
Sunday	1:30pm - 6:00pm
Public Holiday	9:00am - 6:00pm

Issue Desks close 30 minutes prior to the closing of the Library.

Lower Campus Library (PIMRIS)

Monday to Thursday	8:00am - 5:00pm
Friday	8:00am - 4:00pm
Saturday/Sunday/Public Holiday	Closed

Walk-in Library Tours

Library tours to inform users of the Library's collections, facilities and services will begin in Week 3 with sign-up sheets available on the Library Foyer noticeboard from Monday 24 February.

For the remainder of the semester, sign-up tours will be conducted on Tuesday at 11:00am and Saturday at 4pm & specially aimed at part-time & DFL students.

Binding Charges

Please be informed that the revised 2014 binding charges can be found on the library website at http://www.usp.ac.fj/index.php?id=lib_otherservices#Binding

ILP to Information Research Skills (IRS)

The Library trains students and staff to locate and use information resources efficiently and effectively.

Previously known as the Information Literacy Programme (ILP), IRS involves a series of standalone training sessions on using the library catalogue (OPAC), online databases (Proquest, EbscoHost, OARE etc.), reference management software (Endnote/Mandelay) and citation formats (APA, MLA etc.)

More detailed information on the sessions will be sent via student/staff email distribution. Keep a lookout – these will change your information-seeking life!

Use of Mobile Devices in the Library w.e.f. 24 February 2014

Users will be pleased to note a change in Library Regulations relating to the use of *mobile devices* effective Monday 17 February 2014 as follows:

3.3 Mobile devices (laptops, tablets, MP3 players, mobile phones etc.) may be used in the Library provided they cannot be heard by other users. Ringtones, speaking on the phone and other associated sounds are treated as a noise offence and will attract a noise fine at the rate stated in the Fees section of the USP Handbook & Calendar. This restriction does not apply to designated talking areas.

If you have any queries relating to this regulation, please email library@usp.ac.fj or ask staff at the Information Desk.

All Night Reading Room

Beginning the second week of classes (24/2/14), the All Night Reading Room will open in the evenings from 10:00pm to 7:00am Monday through Thursday for use by students with a valid USPID card.

Bags in the Library

Bags are permitted in the Library under the following Policy:

- one bag per user up to 24" x 17" x 10" (same as carry-on bags for a plane) is allowed into the USP libraries under the following conditions. (Note: no bags with wheels).

- authorised University staff will inspect bags and their contents as users enter and leave the Library. If a user refuses such inspection of their bags or other receptacles, s/he may be refused entry or asked to leave the Library.

- the following are not permitted into the Library food, liquid, sharp objects, scissors, razors, industrial tools, weapons of any kind, sports gear, umbrellas, rain wear.

- library staff will not mind bags for Library users.

- bags are to be stored safely near the owner so as not to block any aisle, bookshelf or passageway. Bags must not create a safety hazard to Library users or staff. The Library will not be responsible for any injuries sustained by users as a result of bags in the Library.

- a fine of \$5.00 will be charged to any Library user leaving unattended bags or personal belongings in the Library foyer or near the entrance. University staff will confiscate these materials, and the fine must be paid to retrieve it.

- the Library shall reserve the right to remove any personal belongings that are left unattended in the Library. These materials will be treated as lost property.

- thefts have occurred in the library! The Library shall not be held responsible in any way for the loss of or damage to personal belongings. Bags and valuables in the Library are the responsibility of the owner and should not be left unattended.

- there will be no after hours retrieval of bags or possessions left in the Library.

Queues: Users should be aware that queues may form at both ends. Checking of bags may entail more time.

Library `TOK SPACE' (Level A)

TOK SPACE provides a flexible study space with a seating capacity of 75 where library users can have open discussion in a self-regulated environment that also allows phone usage.

1. Students may hold discussions.

2. TOK Space is the only designated mobile phone use area. [Phones must be muted before entering the Library Foyer]

3. Users should bear in mind that the level of noise should not impact on those wishing for quiet study in other areas of the Library, Levels A&B in particular.

4. The control of noise (discussion, laptop use, phone ring tones etc.) in TOK Space is the responsibility of those using the room.

5. Smoking, the consumption of food or drink, and the use of matches or lighters is prohibited

6. Users entering or exiting the TOK Space must ensure that the sliding door is CLOSED behind them to prevent noise filtering into the Level A study area.

7. Users are asked to assist Library staff by (i) placing used library materials on the trolley by the sliding door and (ii) shutting the louvers at Library closing.

Library Reminders

- Noise emanating from a mobile device (talking on the phone etc) attracts a \$40 fine.
- Talking is only permitted in the Discussion Area on Level C and TOK Space on Level A. All other areas will draw fines.
- Return books on time or have them renewed. Overdue books cost you money. Use the *After Hours Book Return* outside the library for the return of library books after closing hours only.
- The Library is a public space. Do not leave personal items unattended. It is preferred that all non-essential items are deposited with the University Baggage Booth.
- Smokers must observe the rule of maintaining a distance of 3 metres from a building to avoid penalties.
- Items (bags, pencil cases, phones, wallets, etc.) lost in the Library shall be reported to University Security by the owner.

Kudos to Library Cleaners

The cleaning staff worked tirelessly over the vacation break cleaning the Library and stripping and polishing tiles in readiness for the new academic year. Vinaka vakalevu Library cleaners!

Library Student Assistants

Many thanks to the hardworking 2013 team of **Rhoda Banner, Adi Wati Varanisese Turagabeci, Valerie Narain** and **Mere Mabel Tora**.

Staff News

Welcome to **Suzi Rollings**, Librarian – Cataloguing
Roshini Sharma, Library Assistant, Reader Services and farewell and vinaka vakalevu to **Sameer Narayan**, IT Technician now with FBC.

Staff Rotation

Lara Phillips, Librarian – Pacific Collection
Sharmila Pillay, Librarian – Reader Services
Lila Nair, Senior Lib. Assistant - Pacific Collection
Caroline Nand, Lib. Assistant – Digitization
Laurel Stewart, Junior Lib. Assist. – RS
Rajni Devi, Lib. Assistant – Reader Services
Sheik Rehman, Lib. Assistant – Cataloguing