

## Welcome

The Library welcomes all new and continuing students and staff to the LIBRARY and to the University.

The Library holds a wealth of information to support your studies and you are encouraged to use its resources and services, many of which are accessible via the Library website: <http://www.usp.ac.fj/library>

## Library Semester Opening Hours

### Main Library

Monday - Thursday	8:00 a.m. - 10:00 p.m.
Friday	8:00 a.m. - 6:00 p.m.
Saturday	9:00 a.m. - 6:00 p.m.
Sunday	1:30 p.m. - 6:00 p.m.
Public Holiday	9:00 a.m. - 6:00 p.m.

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

### Lower Campus Library (PIMRIS)

Monday-Thursday	8:00 a.m. - 5:00 p.m.
Friday	8:00 a.m. - 4:00 p.m.
Saturday/Sunday/Public Holidays	- <b>Closed</b>

## Library Facilities, Resources and Services

The Library offers a range of facilities, resources and services to support face-to-face and flexible learning and research.

### Library Facilities

- 950 seating capacity for readers
- Discussion Room on Level C
- Leisure Reading Area on Level B
- Postgraduate Study Room on Level C
- *TOK Space* on Level A
- *All Night Reading Room* on Level B which opens second week of semester, Monday-Thursday excluding public holidays from 10:00 p.m. - 7:00 a.m.

### Library Resources

- Physical collection of more than 1 million print books and serials
- Virtual collection through the Library website <http://www.usp.ac.fj/library> to access the following:
  - ✓ Online databases comprising 7000 e-books and 40,000 journal titles
  - ✓ USP Theses Digital Collection
  - ✓ Exam papers from 1999
  - ✓ Research guides by subject
  - ✓ Reference style guides

### Library Services

- ❖ Information Desk for quick reference
- ❖ Information Research Skills (IRS) workshops and one on one sessions
- ❖ In-house and self-service photocopying
- ❖ Inter-Library Loans
- ❖ Liaison Librarian service (outreach to academic staff)
- ❖ Borrowing privileges
- ❖ Provide ISBN and CIP data to publishers
- ❖ Online Public Access Catalogue (OPAC)
- ❖ *Ask-A-Librarian* online service
- ❖ Library FAQs and regulations
- ❖ Specific library collections including Pacific Collection (PAC), Pacific Islands Marine Resources Information System (PIMRIS) and Oceania Sports Information Centre (OSIC).
- ❖ Laucala & Regional Campuses New Books (*Lib guide*)
- ❖ Library presence on Social Media; Face Book, Twitter and Instagram

### Walk-in Library Tours

Library tours to familiarise users of the Library's collections, facilities and services will begin in Week 2 with sign-up sheets available at the Library Foyer noticeboard from Monday 13 February.

For the remainder of the semester, sign-up tours will be conducted specifically for part-

time and CFL students on Tuesdays at 11:00 a.m. and Saturdays at 4:00 p.m.

### Closed Reserve Collection

Course recommended readings and supplementary texts are held in this collection located at the Main Issue Desk. Items are issued for 2 hours for use in the library on presentation of student ID card.

Selected titles on overnight loan are issued 1 hour before library closure and must be returned within 15 minutes of library opening hours the next day. Late returns will incur overdue fines.

The Library Online Public Access Catalogue is used to find materials through course code in the Closed Reserve collection.

### Library IRS Workshop

#### ➤ (i) Undergraduate Students

The Library is offering the Information Research Skills workshop for: preliminary, foundation, PacTAFE and degree students.

In the workshop you learn everything to help you search quickly and effectively through:

- Navigating the library webpage
- Searching the library catalogue
- Expert tips for searching popular databases
- In-text citations and reference lists using notable style guides
- Use of *EndNote*, a citation management software

### UG IRS Schedule for February 2017

DAY/DATE	TIME	VENUE
Tuesday 14, 21, 28	4:00 p.m. - 5:00 p.m.	Library Conference Room
Wednesday 15, 22		
Thursday 9, 16, 23		

❖ Watch this space for further session updates!

### Library IRS Workshop

#### ➤ (ii) Postgraduate Students

The Information Research Skills workshop is also offered to PG Diploma, Masters and PhD students.

Students learn quick search strategies and effectively through:

- Power searching the library OPAC
- Expert tips for searching databases
- Using *EndNote* and notable style-guides for in-text citations and reference lists
- Correct thesis formatting

### PG IRS Schedule for Semester 1, 2017

COURSE	DAY/TIME	VENUE
AL400	Sat: 18 February 9:00 am- 4.30 pm	TBC
FALE/PACE-SD Masters & PhD (students not enrolled in AL400)	Sat: 25 February 9:00 am- 4.30 pm	
SC400	Sat: 4 March 9:00 am- 4.30 pm	
FSTE/PACE-SD Masters & PhD (students not enrolled in SC400)	Sat: 11 March 9:00 am- 4.30 pm	
DG400	Sat: 11 Mar 9:00 am- 4.30 pm	
FBE & PACE-SD Masters & PhD (students not enrolled in DG400)	Sat: 18 Mar 9:00 am- 4.30 pm	
FALE/FSTE/FBE/PA CE-SD students who cannot attend the above sessions	Sat: 30 March 9:00 am- 4.30 pm	

❖ The venue will be confirmed when you register!

All workshops are **FREE** but require pre-registration two days prior to the session. Register through email to [irslibrary@usp.ac.fj](mailto:irslibrary@usp.ac.fj) state your name, student id, programme of study and phone contact.

### Library Student Assistants

Vinaka vakalevu to 2016 student assistants: Sulueti Dakunimata, Aamir Iqbal, Meli Lomalagi, Leone Niumataiwalu, Waisele Vakasolo, Savenaca Vunisa.

### Staff News

University Librarian, Ms. Sin Joan Yee retired on 31 Dec. 2016 after 40 years of service. We wish her well as she continues her link with USP through her position as the local Director of the Confucius Institute.

Welcome to Librarian Yawen Kang who will be joining Technical Services and Part-time Junior Library Assistants; Jabeen Khan and Jillian Serevi who will be working at Reader Services.

*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](mailto:library@usp.ac.fj) or through phone to 32 32291