Welcome to
UTS:LIBRARY
WWW.LIB.UTS.EDU.AU

The UTS Library website is your primary source of information. Available 24 hours a day, it provides access to the Library Catalogue, over 37,000 eJournals, databases containing thousands of articles, ebooks, lecture notes, past exam papers and more.

You can access these resources on workstations in the campus libraries, in computer labs on campus, and from any computer with Internet access. To access these resources both on and off-campus, you will need to use your UTS webmail username and password.

For more information about online access visit www.lib.uts.edu.au → Help → Ask a Librarian → Online Access or, if you are in the Library, ask at the Research Help Desk.

For detailed and current information about Library services, resources and facilities visit the UTS Library website www.lib.uts.edu.au
OPENING HOURS

Autumn Semester
Monday, 28 February to Friday, 1 July

Spring Semester
Monday, 1 August to Friday, 2 December

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<th>City Campus Library</th>
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Check the Library website for recess hours, public holidays and variations to opening hours.

LOCATION

CITY CAMPUS LIBRARY
Cnr Quay Street & Ultimo Road, Haymarket
Postal address
PO Box 123, Broadway NSW 2007 Australia

KURING-GAI CAMPUS LIBRARY
Eton Road, Lindfield
Postal address
PO Box 222, Lindfield NSW 2070 Australia
A MESSAGE FROM THE UNIVERSITY LIBRARIAN

As an internationally recognised and leading technological university library, UTS Library supports students and academics through all stages of their learning, teaching and research. To support the University’s strategic directions and bold aspirations to be a world leading university of technology, the Library models and practices innovative approaches to deliver ground-breaking new services and leading-edge enabling technologies. We are currently planning a Library of the Future to open on Broadway around 2016-17.

The Library’s strategic priorities facilitate discovery and access to scholarly information, developing student and researcher capabilities, promoting learning, and enabling scholarship. We provide the widest range of relevant resources and high quality services to support learning, teaching and research. The extent and quality of both is recognised internationally and reflected in our student and research student satisfaction surveys.

Mal Booth
University Librarian

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EQUITABLE ACCESS

UTS Library aims to provide equitable access to Library resources for UTS Staff and Students who have a temporary or permanent disability.

These services are also extended to those enrolled at or employed by another Australian university who hold a current special needs card or proof of special needs from their home institution.

HOW DO I GET STARTED?

Registering

In order to access Library special needs services, students must first register with the Special Needs Unit (02 9514 7177). You will then be given a special needs card which identifies you as eligible for special needs services offered by UTS Library.

Staff - You do not need to register for a special needs card but should contact the Equity and Diversity Unit (02 9514 1054) for information about available services.

Access to Campus Libraries

Entry to City Campus (Blake Library) is via swipe card. You will need your UTS Staff or Student ID card to access the Library.

There is another gate to assist those with less mobility. To use this gate you will need to obtain a proximity pass.

If you would like information about obtaining a proximity pass, please contact Security Staff on 9514 3399.

Both libraries have lift access.

Special Needs Liaison Officers

Access Services Team

Please contact Access Services staff for information about your record, accessing and borrowing Library materials and booking rooms, including the Special Needs Room.

City Campus Library
Mark Christopher
9514 3690
Mark.Christopher@uts.edu.au

Rosemary Wilson
9514 3268
Rosemary.Wilson@uts.edu.au

Vicki Spain
9514 3367
Vicki.Spain@uts.edu.au

Kuring-gai Campus Library
Nathan Sorensen
9514 5251
Nathan.Sorensen@uts.edu.au

Information Services Team

Please contact Information Services staff for an introduction to Library services and facilities and training in finding information and using assistive technologies and software.
WHERE CAN I STUDY?

Special Needs Rooms
The Special Needs Room at the City Campus Library is located on level 2. It contains two computers and each computer is booked individually. You may need to share the room, although individual use of the room may be possible. Clients should contact Library Staff if they need to use the room alone.

The Special Needs Room at Kuring-gai Campus Library is located on level 4. It contains one computer and the room is booked individually.

Room Rules and Procedures
> Clients should make a booking to ensure access to the room.

If another student has a booking, you will be asked to vacate the room to make way for them.

> The rooms are for quiet individual study only. Group study rooms are available at both campus libraries and can be booked using the Online Room Bookings system.

> Tutoring sessions may not be held in the rooms. Please book a group study room instead.

> Any UTS Library books left in the rooms will be checked in and returned to the shelves.

> Personal belongings left in the rooms will be treated as lost property and handed in to security staff at the City Campus Library or the Circulation Desk at Kuring-gai Campus Library.

Lockers are available for daily use in the City Campus Library, and for hire from the UTS Union at Kuring-gai Campus.

> Tapes, radios, CD players and speech software may only be used with headphones. Headphones can be borrowed from the Loans and Enquiries desk at both campuses.

Booking the Room
Room Bookings can be made through the Online Room Bookings system. Library Staff can make bookings if assistance is required.

> Bookings can be up to 4 hours.
Students can make up to 3 bookings a week.
Bookings can be made two weeks in advance.
Your booking may be cancelled if you arrive more than 30 minutes after your booking commences.

WHAT DOES THE LIBRARY HAVE FOR ME?

Alternative Format Material
UTS Library can provide:
> alternative format translation services
> training and support in the use of adaptive services and facilities equipment to access course and research material.

Consultations can be arranged through the UTS Special Needs Service (02 9514 1177) to:
> discuss training and support requirements
> obtain resource materials in formats relevant to your adaptive technology requirements.

Many course materials are not automatically provided in an electronic format. Please provide as much notice as possible to allow us to prepare these.

Please contact Alternative Format Material staff for updates on the availability of your alternative format material or access problems.

Rolf Wood
9514 3373
Rolf.Wood@uts.edu.au

Borrowing
> 7-day Loans extended to 10 days
> 2-week loans extended to 4 weeks
> 4-week loans are not extended but renewals are available.

You can access your borrowing record by signing in to MyLibrary directly from the Library homepage. Enquires about borrowing can be directed to the Access Services Team.

InterLibrary Loans
InterLibrary Loans can assist you by providing access to materials that are not held at UTS Library.

Books, journal articles and microform can be requested from local and overseas libraries. Audiovisual material is available from within Australia only.

Materials that are not usually available through the InterLending Service include textbooks, reference books, fragile materials, material held in special collections, material in high demand and manuscripts.

Contact the Access Services Team about this service.
Collection from the Shelves
If you have difficulty collecting materials from the shelves, Library staff will collect items for you. Please give us 24 hours notice and limit your request to 5 items at a time. Contact the Access Services Team about this service.

Photocopying
To arrange photocopying contact the Access Services Team with item details. Please give us 24 hours notice and limit your request to 5 items at a time. Copying is usually done using your Student Card and standard copying charges apply. Contact the Access Services Team about this service.

Training
UTS Library also provides tours and classes on both campuses to help you build skills in finding, using, organising and evaluating information. One–on–one training can be arranged by appointment for UTS Staff and Students with special needs. Contact the Information Services Team to organise your consultation.

Toilet Facilities
Facilities enabling wheelchair access are located at:

City Campus Library
Level 3, 4 and 5.

Kuring-gai Campus Library
Exit the Library on Level 4, turn left then right. Toilets are located just beyond the stairs.

Parking
Special arrangements can be made for parking at UTS if you have an RTA permit. Contact the Special Needs Unit 9514 1177 to organise your UTS parking sticker.

WHAT OTHER KIND OF HELP DO YOU HAVE FOR ME?

Dragon naturally speaking 10 uses speech recognition software to dictate, edit and control applications such as Microsoft Word, Outlook and Internet Explorer.

Kurzweil 3000 (Version 11) converts scanned print documents and digital files (such as eBooks or email) from text to speech and reads them aloud. Other features: highlighting, text circle tools, annotations, bookmarks and voice notes.

TextAloud converts text to mp3 files, which can be downloaded to an mp3 player.

Scansoft OmniPage 16 uses Optical Character Recognition (OCR) technology to transform text from scanned pages, or image files, into editable text for use in computer applications.
Adobe Acrobat (v9 Pro) uses Optical Character Recognition (OCR) and ‘read out load’ features make it possible to open an ‘image’ PDF and change it to a ‘text’ PDF.

Plustek Opticbook 3600+ Scanner allows books to be scanned to the very edge of the page without the need to press down on the spine. Use with Newsoft Presto! Page Manager, Abbyy Fine Reader & DigiBook.

In addition the City Campus Library Reserve has the following:

Kurzweil 3000 (version 11) on USB allows you to use Kurzweil 3000 on any computer in the Library.

Portable magnifiers

> **Magnifier Book Browser** - allows you to browse the shelves and enlarge print to read call numbers.

> **Magnifier Camera Duo** - has a close-up and distance camera, and can be used for viewing objects some distance away such as call numbers of books on high shelves.

Both Libraries have headphones available for loan from Reserve.

**WEBLINKS**

*Opening hours, locations, guides and maps*
www.lib.uts.edu.au → Space → Campus Maps & Hours

*Students with Special Needs*
www.lib.uts.edu.au → Help → Specialised Services → Special Needs Students

*Need Help? Ask a Librarian*
www.lib.uts.edu.au → Help → Ask a Librarian

*InterLending Service*
www.lib.uts.edu.au → Borrow → Requests, Recalls & Returns → InterLending Service

*Tours and Workshops*
www.lib.uts.edu.au → Help → Tours & Workshops
What is a QR code?
> A QR code is a barcode that can hold much more information than a regular barcode.
> The code is scanned by the camera in a mobile device and this takes you to digital content.
> It can lead you to websites, contact details, video, quizzes, PDFs, demonstrations, slides and more.
> It bridges the gap between physical and digital learning environments.

Getting started
Does your phone have wifi capability and a camera?
> Connect to UTS wireless network for free wifi* access while on campus “UTS-WPA”.
> Download a QR code reader.
> Visit http://tigtags.com/getqr to see which QR code reader is right for your phone.

Ready to go!
Take a photo of this QR code with your reader and see where it takes you!

How are we using them?
> On our bookmarks and brochures so people can watch a demo rather than read text instructions.
> On promotional posters linking to online news and services.
> Linking to existing online resources such as our library orientation program.
> Creating new content such as a video about the new Open Reserve area or how to use the self service loans machines.
> Providing immediate access to digital content anytime, anywhere without the need to wait for a computer.

* On campus we have access to free wifi but if you’re somewhere that doesn’t have free wifi be aware of data charges from your phone provider.
visit www.lib.uts.edu.au → Help → Ask a Librarian for further information and assistance:

- by email
- and online chat
- or by telephone 02 9514 3666

For all general enquiries, loans, renewals and opening hours telephone 02 9514 3666.