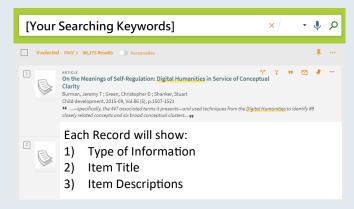


# Use Library Physical and E-Resources

Use **Simple Search** OR **Advanced Search** to search Library resources.

For searching skills, please refer to the leaflet [Library Searching Skill] or scan the **QR code** to know the details.



## Common **Types of Information** in the Library:

- Articles;
- 2) Books
- Newspaper Articles.

Turn over the page to learn how to access E-Resources

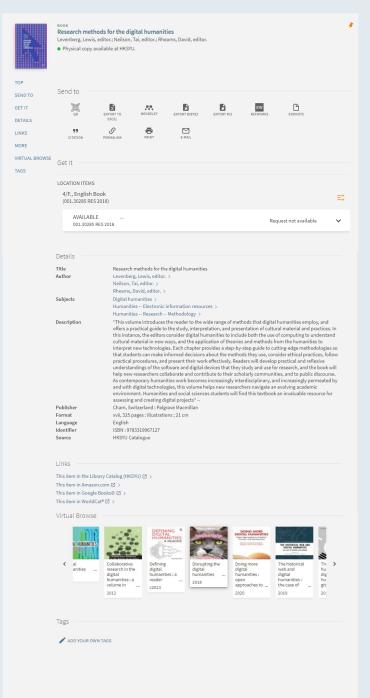
#### **Contact Information**

Tel: (852) 2806 5113

Homepage: http://www.hksyu.edu.hk/lib

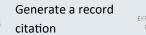
Email: libinfo@hksyu.edu Instagram: @hksyulibrary Facebook: hksyulib

# **Using Physical Library Resources**



# **Record Explanation**

## Four Basic [Send to] Functions





Retrieve the item info to excel



Create a link to share



Provide a QR code of this record

## [Location Items]

Library Floor + Main Language of the Item (Call No.)

## Four general [Item Status]

1) AVAILABLE

This item can be found

e found

2) ON SEARCH

This item is missing, not yet available.

#### B) DUE DD-MM-YY

on shelf.

This item is borrowed.

(You can **Reserve** this item, which means the **Due Date** will be **shorten** and you **have the priority** to borrow the item).

## 4) LIB USE ONLY

This item is not available for loan.

## [Details]

The item details contains Title, Author, Subjects, Descriptions, Publisher, Format, Language, ISBN...etc.

#### [Links]

Access other worldwide catalogue to check the item details.

## [Virtual Browse]

The system recommend other relevant items to use.

## ¦Tip:

Click [Author], [Subjects] or [Visual Browse] to expand your finding results

# **Institutional Repository (IR)**

Institutional Repository is a digital service that collects, preserves and disseminates research material.

It is an important knowledge management tool for capturing Intellectual vitality of scholars in the University and facilitating scholarly communication.

#### · Tip:

Scan this QR code to know more details about IR service.



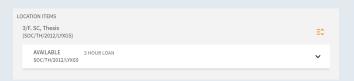
#### Scopes of IR collections

- HKSYU Student Publications
- HKSYU Academic Staff Publications

## **Borrow Printed IR items**

The Library collects Printed Dissertations in the 3/F special collection.

Each can be borrowed for 3 hours.



### ! Tip:

Institutional Repository items can be retrieved online or in 3/F Special Collections.

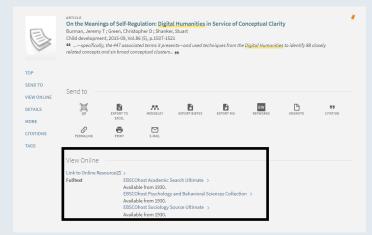
#### **Like And Follow US**







# **Using E-Resources**



## [View Online]

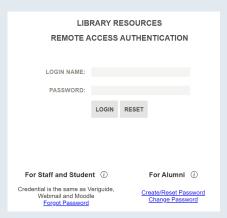
Item that can be view online will be shown.

Select a database to access Full-Text item.

### Login page

Input your login name (HKSYU Email) and Password.

(Your Credential is **the same as** Veriguide, Webmail and Moodle.)



## ! Tip:

You can access all Library E-resources at any time in any where

# **Two Common Cases of Using E-Resources**

## 1) Download PDF / HTML Full-Text

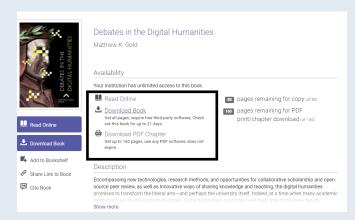
Some Databases may allow you to download the PDF / HTML Full Text.



#### 2) Download Character Based / Website access only

Some Databases may have **some restrictions** on using E-resources, for example:

- Have maximum quota of download pages;
- Have maximum quota of online readers;
- Read online only.



## <sup>1</sup> Tip:

Please be reminded of the restriction of using E-resources on different databases.