Welcome to new students

New Student Special Issue!

A warm welcome to the University of Durham...

In this issue of the Library Newsletter, there are a number of items written especially with the new student in mind, including full details of the programme of events running in the first weeks for undergraduates and postgraduates at both Durham and Stockton Campuses.

For returning staff and students we have news from all the library sites, plus some important information about changes to loan periods, an electronic resources update, and new photocopying facilities.

Our Web pages and Web catalogue have been completely re-designed over the Summer - a summary of the major changes can be found inside.

Academic staff and research postgraduates will also need to be aware that we have become a member of the RIDING scheme. In effect, this means that the co-operative access and borrowing arrangements these groups enjoy at the other regional universities will also be available at HE institutions across the Yorkshire and Humberside region. Further details are inside.

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Activities for new students 2001/2002 session - Durham Campus

As well as the Library events below, your Department may well have other induction activities arranged for both postgraduate and undergraduate level - please make sure you find out about these.

If undergraduates cannot collect their cards at the times below, when there are extra staff, collect them from the Library desk at a later date. Postgraduates can collect their cards any time after registering. All students **MUST** go through the University registration procedure **BEFORE** arriving at the Library to collect their card - you need to bring your registration document/card with you before we are able to issue you with your Library card.

<table>
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<th>Date</th>
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<th>Activity</th>
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<tr>
<td>Mon Oct 1st</td>
<td>PM</td>
<td>New undergraduates</td>
<td>Library talk</td>
<td>Follows the Dean's Address, at same place</td>
</tr>
<tr>
<td>Tue Oct 2nd</td>
<td>ALLDAY</td>
<td>New undergraduates (you must register first)</td>
<td>Collect Library cards</td>
<td>Main Library</td>
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<tr>
<td></td>
<td>11,12,1,2,3,4</td>
<td>New undergraduates</td>
<td>Brief Library tour</td>
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<td>At Palace Green Library 2.15-5.15 every half hour</td>
<td>New Law undergraduates</td>
<td>Library tour - all new Law students should attend one of these</td>
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<tr>
<td>Wed Oct 3rd</td>
<td>ALLDAY</td>
<td>New undergraduates (you must register first)</td>
<td>Collect Library cards</td>
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<td>All new users</td>
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<td>PC classroom, Level4, Main Library</td>
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<tr>
<td></td>
<td>3.30</td>
<td>All new users</td>
<td>How to use the Library web pages</td>
<td>PC classroom, Level4, Main Library</td>
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<tr>
<td>At Palace Green Library 2.15-4.15 every half hour</td>
<td>New Music undergraduates</td>
<td>Library tour - all new Music students should attend 1 of these</td>
<td>Assemble at Palace Green Library</td>
<td></td>
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<tr>
<td>Thu Oct 4th</td>
<td>9-1</td>
<td>New students</td>
<td>Collect Library cards</td>
<td>Main Library</td>
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<td></td>
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<td>New postgraduates</td>
<td>Library tours</td>
<td>Main Library</td>
</tr>
<tr>
<td>Fri Oct 5th</td>
<td>9-6</td>
<td>All new users</td>
<td>Extra Library staff around the Library to assist users</td>
<td>Throughout Main Library</td>
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<td></td>
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<td>New postgraduates</td>
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<tr>
<td>Sat Oct 6th</td>
<td>11</td>
<td>All new users</td>
<td>How to use the catalogue</td>
<td>PC classroom, Level4, Main Library</td>
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<tr>
<td></td>
<td>11.30</td>
<td>All new users</td>
<td>How to use the Library web pages</td>
<td>PC classroom, Level4, Main Library</td>
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<tr>
<td>Date</td>
<td>Time</td>
<td>Target audience</td>
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<tr>
<td>Mon Oct 8th</td>
<td>9-5</td>
<td>All new users</td>
<td>Extra library staff around the library to assist users</td>
<td>Throughout Main Library</td>
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<tr>
<td></td>
<td>11,1,3</td>
<td>New undergraduates</td>
<td>Brief library tours</td>
<td>Assemble at front of Main Library</td>
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<tr>
<td></td>
<td>6</td>
<td>All new users</td>
<td>How to use the catalogue</td>
<td>PC classroom, Level 4 Main Library</td>
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<td></td>
<td>6.30</td>
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<td>How to use the Library web pages</td>
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<tr>
<td>Tue Oct 9th</td>
<td>12,2,4</td>
<td>New undergraduates</td>
<td>Brief library tours</td>
<td>Assemble at front of Main Library</td>
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<td></td>
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<td>All new users</td>
<td>How to use the catalogue</td>
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<td></td>
<td>12.30</td>
<td>All new users</td>
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<tr>
<td>Wed Oct 10th</td>
<td>4</td>
<td>All new users</td>
<td>How to use the catalogue</td>
<td>PC classroom, Level 4 Main Library</td>
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<tr>
<td></td>
<td>4.30</td>
<td>All new users</td>
<td>How to use the Library web pages</td>
<td>PC classroom, Level 4 Main Library</td>
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<tr>
<td>Thu Oct 11th</td>
<td>2-4</td>
<td>Social Science postgraduates</td>
<td>Library workshop 1</td>
<td>PC classroom, Level 4 Main Library</td>
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<tr>
<td>Fri Oct 12th</td>
<td>2-4</td>
<td>Arts postgraduates</td>
<td>Library workshop 1</td>
<td>PC classroom, Level 4 Main Library</td>
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<td>Sat Oct 13th</td>
<td>2</td>
<td>All new users</td>
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<td></td>
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<td>2-4</td>
<td>Social Science postgraduates</td>
<td>Library workshop 2</td>
<td>PC classroom, Level 4 Main Library</td>
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<td>Fri Oct 19th</td>
<td>2-4</td>
<td>Arts postgraduates</td>
<td>Library workshop 2</td>
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<td>Thu Oct 25th</td>
<td>2-4</td>
<td>Social Science postgraduates</td>
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<td>Science postgraduates</td>
<td>Library workshop 1</td>
<td>PC classroom, Level 4 Main Library</td>
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<td>Wed 7th Nov</td>
<td>2 and 3.45</td>
<td>Science postgraduates</td>
<td>Library workshop 2</td>
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</table>
Changes in Services

Undergraduate loan period reduced to 3 weeks.

In order to improve the availability of book stock, particularly material on reading lists, the standard loan period for undergraduates has been reduced from 4 to 3 weeks.

The initial impetus for this change was a recommendation from the DSU Academic Senate in January 2001 that the loan period should be reduced to only 2 weeks. Following a period of consultation and consideration of all the implications of such a change, a ballot of all undergraduates was undertaken in May; 64% of respondents to this email survey were in favour of a reduction to 3 weeks.

The recommended reduction was approved by Library Committee on 31st May, and introduced in early August. The change will help books to circulate more quickly, hence enabling more students to have access to in-demand reading list material.

All borrowers are encouraged not to keep books on loan any longer than actually required, so that the Library’s information resources are readily available to as many people as possible.

Library staff are here to help you!

All library staff wear name badges and are happy to help you as you get started with using the Library.

At the start of term, look out especially for staff wearing these special T-shirts and tabards in eye-catching yellow!

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Main Library refurbishment

Planning is progressing for the refurbishment of Level 2 of the Main Library. The principle objectives of the proposal include

- the introduction of an access control system at the Library entrance so that, in the future, the extension of opening hours may be possible
- the re-location of some staff activities (acquisitions, cataloguing and processing) to the Level 1 East Wing, in order to provide increased public space on the entry level for catalogue use, photocopying facilities and self-help displays and services
- the re-positioning of the main Desk and Reserve, to ease congestion at the Library entrance and improve traffic flows in and out of the building
- improved accommodation for the currently cramped Reserve collection, with wider aisles between shelves more suitable for this heavily used area
- a new Desk designed for greater operational efficiency and to incorporate modern library technology
- rationalisation of several enquiry points, to reduce confusion and enhance service for library users

Work will be scheduled to take place during the summer vacation 2002. Measures to ensure that library services are maintained and disruption to library users is kept to a minimum are being investigated, although a short period of complete closure may prove unavoidable.

Funding for the proposed work is yet to be allocated by the University, but the Library hopes very much that the significant improvements to facilities and services which these refurbishments promise will be realised.
New library web site
http://www.dur.ac.uk/library/

The Library’s web site is the first place to look for links to useful internet resources or for information about library services. We have had a web site since 1995, and it has expanded and developed to the point where we needed to have a fresh start and reconstruct the site completely.

After much planning and preparation, our new web site was launched on Monday 3 September. A web development team had worked over several months to conduct a survey of user preferences and then plan:

- new pages of advice on using our services
- a new structure, to reflect users’ needs
- drop-down menus which are readily visible at every stage
- an underlying database which generates lists of online information resources and provides “Info” about each of them
- a consistent design with a stylish, professional appearance

We don’t claim to be perfect, and there are bound to be some errors or broken links in the site somewhere! If you spot something wrong with the links or the layout, please follow the link at the bottom of the page to let the Webmaster know.

We hope you find that the site is easy to use and contains the information you need. Let us know what you think.

Remember that the URL for the new site uses just lower case letters:

http://www.dur.ac.uk/library/

New! Colour photocopying now available in the Main Library

As part of an upgrade of our photocopying facilities we are introducing a colour copier in the Main Library. Costs will be 80p for A4 and £1.60 for A3. This provision is experimental, in response to user demand, and the viability of making this permanent and the price charged are entirely dependent on the volume of copying carried out. Do give it a try!
What you think counts!

The 2001 Library satisfaction survey, conducted in March, confirmed the findings of the previous year. Of the sixteen library services and facilities users were asked for their opinions about, the two areas with which respondents continue to be least satisfied are photocopying facilities and the provision of reading list materials and the Reserve collection. In direct response to the shortcomings perceived by library users, we have taken the following action:

Reading list materials and Reserve

A number of steps are being taken to try to improve the availability of in-demand material on student reading lists. Following an email survey of undergraduate opinion in May, the loan period for undergraduates has been reduced from four weeks to three which will help books to circulate more rapidly and hence improve availability for a greater number of borrowers. A proposal to reallocate funding within the Library budget to increase the sum available for the purchase of additional copies of undergraduate texts received considerable discussion at Library Users Committees and Library Committee during last year, and was eventually approved by Senate in March. This should help to ease pressure for the most heavily used material, but the increase remains relatively small and a more fundamental review of all aspects of library provision which impinge upon the availability of high-demand material, including the operation of Reserve, is required and will be undertaken during the forthcoming year. Improvements to the physical accommodation for the Reserve collection are planned for 2002. (see article on page 4 of this issue of Ex Libris)
Photocopying

In conjunction with the University’s Procurement Office, discussions with a number of major photocopier manufacturers have been held and the Library’s photocopying service has been awarded to a new supplier for October 2001.

Self-service public photocopiers in all library sections have been replaced with robust new machines selected for their reputation for reliability and high quality copying; featuring clear and simple operating panels, these are photocopiers intended specifically for high capacity self-service copying.

To reduce queues at busy periods, the number of photocopying machines in the Main Library has been increased. Following requests for photocopiers on other floors, an additional machine is now available on Level 3, adjacent to the lift, so all library users will be only one floor away from a copier. Servicing of this machine will continue to be from the Desk on Level 2, and any requests for assistance should be directed to staff on duty there.

Enhancements to the photocopying service have been achieved with no increase in prices. A coin-operated card dispensers has been installed on Level 2 in the Main Library, next to the lift, so it is no longer necessary to queue at the Desk to purchase a copy card. Cards for 25 copies (£1.70) or 50 copies (£3.00) can be purchased from the dispensing machines; please have the right coins available, as the machine does not give change and change is not available from the Library Desk. Copy cards, including higher value cards for 100 copies (£6.00) or 200 copies (£12.00) can still be purchased from staff at the Desk. A coin-operated card dispenser is also available at Stockton Campus Library.

In response to numerous requests, a self-service colour copier is being provided, on an experimental basis, in the Main Library. Prices have been set initially at 80p for A4 and £1.60 for A3, rates which are significantly lower than those charged by commercial copying services.

The viability of this service, and the price it is necessary to charge, is entirely dependent on the volume of copying carried out and we will be reviewing the level of copying with our photocopier supplier after the first six months. So, if you would like to see self-service colour copying readily available in this University, please pass news of the advent of this machine around.

Continued provision of the service will depend on a minimum level of copying being achieved in the first six months, so please ensure that we can continue to offer colour copying by making good use of it – you never know, the price might even come down!

Advice on aspects of Copyright - now available on the web!

The library has produced a web page, summarising key copyright issues relating to placing of material in the Reserve Collection, distribution of photocopies to groups of students, and making digitised material available in duo.

This summary can be accessed at:
http://www.dur.ac.uk/library/use/guides/copyright.htm
New online services available at Durham

The following services are some of those introduced at Durham over the last year. Full details are available from the Library web pages.

**Technical Indexes** - subset for engineering
Details from the Engineering Department

**BBC Monitoring Online**
This service offers rapid access to the latest international news, drawn from state owned, independent and clandestine media sources in over 150 countries. It provides access to reports on political and economic events that have an impact upon internal affairs, international relations, human rights and business. Reports from Africa, Europe, Asia, Latin America, Middle East, Former Soviet Union, Central Asia are included. News is translated into English. This web service is a replacement for the printed BBC Summary of World Broadcasts, which ceased publication at the end of March 2001
http://aesica.dur.ac.uk/delores/databases/newspapers.asp

**SciFinder Scholar (Chemical Abstracts)**
A database of chemical information
PC client software required. Further information is available from the Chemistry Department or from Lindy Wilson (l.s.wilson@Durham.ac.uk) the Science Librarian.

**ZETOC**
British Library’s Table of Contents database of over 15 million article titles derived from 20,000 research journals on all subjects. Includes an e-mail service. See also ArticleFirst and UnCover services
http://aesica.dur.ac.uk/delores/databases/databases.asp

**Journal Citation Reports 1999**
A networked CD-ROM title
http://aesica.dur.ac.uk/delores/databases/databases.asp

**Westlaw**
Legal database
Access is permitted for member of the Law Department, from whom password information may be obtained.

**OHSIS**
Occupational Health and Safety Information
http://aesica.dur.ac.uk/delores/databases/databases.asp

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Keeping up to date with NEW online resources

- **Web pages**
The newly designed web pages include on the Library Home page an Announcements section where significant new online resources will be mentioned. New online resources will also be included in the more comprehensive News section of these pages, to which there is a hot link on the main page

- **Each month the Library has a Resource in Focus**, which is invariably an online service. Information about this is circulated widely by e-mail to groups of staff and students who may be interested in the service. There are posters and promotional materials displayed prominently in the libraries themselves over the month. Further online material can be found at http://www.dur.ac.uk/library/news/rif/index.htm

- **New services are described in this termly library newsletter**. This is circulated to all members of academic staff and is available in the libraries. A new section listing key new online resources is being included from this issue.

- **Liaison Librarians** regularly circulate to their Departments lists of new resources, such as newly available electronic journal titles.

- **The Library will be happy to run update workshops** for Departments on online information resources that are available, how to access these and the key new developments - please contact your Liaison Librarian if you would be interested in this.

If you are aware of major e-journals or other online services which are not yet included in our web pages or catalogue, please get in touch with your Liaison Librarian or with:

Ros Pan, Sub-Librarian Academic Services
telephone: 3411, e-mail r.c.pan@durham.ac.uk
ELECTRONIC RESOURCES - finding out what is available

The printed collections of the University Library are complemented by an ever-increasing range of information resources in electronic format. Some of these are in CD-ROM format and most others are accessed over the World Wide Web.

The range available includes primary and secondary resources - abstracts and indexes, full text encyclopaedias and other texts, and electronic journals.

Reading lists provided for students are gradually beginning to integrate reference to web sites and online material, alongside references to printed works.

<table>
<thead>
<tr>
<th>Location</th>
<th>Main Library</th>
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<tbody>
<tr>
<td>Title</td>
<td>The journal of biological chemistry</td>
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<tr>
<td>Imprint</td>
<td>Baltimore : American Society of Biological Chemists</td>
</tr>
</tbody>
</table>

Electronic version available

Connect to Library’s electronic journals pages to see full text of recent issues

It can be difficult to keep up with what is available, and the Library is attempting to address this in a number of ways.

Library web page information

As well as entries in OPAC, we provide an alternative access point for online resources via our web pages, within which you can query our Database of Electronic Resources. This is being expanded to include all key academic online resources to support teaching and research.

You can search this database by subject, type of material e.g. e-journals, or by known title.

Please go to: http://aesica.dur.ac.uk/delores/allresources/allresourceshome.asp

Other online resources are listed in the subject pages of our site which can be accessed at http://www.dur.ac.uk/library/subject/index.htm
RIDING Plus
The Riding Plus scheme allows free access and borrowing to researchers, including academic staff, postgraduate research students and other accredited researchers across all academic library and public library members of the RIDING Consortium. RIDING Plus access policy does not cover undergraduates and postgraduate taught-course students.

Current University members of the scheme include:- Bradford, Newcastle, Durham, Northumbria, Huddersfield, Sheffield, Hull, Sheffield Hallam, Lincolnshire & Humberside, Sunderland, Leeds, Teeside, Leeds Metropolitan, York, Leeds Library and Information Service.

ELECTRONIC REFERENCE WORKS AND BOOKS

Encyclopedia of Life Sciences
A database of 3,000 continually updated articles, news items, links to related sites, and a facility for personalised pages. All aspects of life sciences are covered in 14 subject groupings.
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

New Grove Dictionary of Music and Musicians
The online version of the second edition of the New Grove, including illustrations, sound, and links to other selected sites.
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

Encyclopedia of Astronomy and Astrophysics
A comprehensive reference work on astronomy and astrophysics, this is the electronic version of the four volume printed encyclopedia, offering additional search features and links to related sites.
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

Encyclopedia of Spectroscopy and Spectrometry
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

Encyclopedia of Human Nutrition
Offering comprehensive coverage of all aspects of human nutrition, including clinical applications this is the electronic version of the printed encyclopedia, which is in stock at Ref 613.2 ENC in the Main Library.
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

Encyclopedia of Virology
Articles in the Encyclopedia cover biological, molecular and medical topics concerning viruses in animals, plants, bacteria and insects. This is the electronic version of the 2nd edition of the printed encyclopedia, which is in stock at Ref 578 ENC in the Main Library, G579.2 ENC in Stockton Campus Library.
http://aesica.dur.ac.uk/delores/databases/encyclopaedia.asp

ELECTRONIC JOURNALS
Numerous individual titles have become available over the year - please consult our searchable database at http://aesica.dur.ac.uk/delores/e-journals/ejournalshome.asp

JSTOR
This covers 117 journals, mainly in the Arts and Social Sciences, from their inception until the 1990’s
http://www.dur.ac.uk/library/inf/ej_prov.htm

American Chemical Society e-journals
comprising 26 titles
http://aesica.dur.ac.uk/delores/e-journals/ejournalshome.asp

New Scientist
http://aesica.dur.ac.uk/delores/e-journals/ejournalshome.asp

Scientific American
http://aesica.dur.ac.uk/delores/e-journals/ejournalshome.asp

Literature Online
Comprehensive full text service, including full text content from 60 journals
http://aesica.dur.ac.uk/delores/databases/databases.asp

Between academic institutions, these facilities will be available on the production of a RIDING Plus Access Card - available from your home institution. The RIDING Plus Access Card provides entitlement to borrowing at all academic libraries in the RIDING Consortium. Borrowing entitlements vary depending on each institution - full details are available on the Riding website;

www.riding.ac.uk/rap/policies.html

some types of material such as short loan items and some electronic resources may be excluded.

If you wish to apply for a RIDING Plus Access Card, you must be a registered user with the library of your home institution and have completed an application form, also available from your home institution.
Palace Green Library

Into the Legal Web

Locating legal materials can pose a challenge, but ever-increasing quantities of cases, legislation and legal journals are now available on-line, making them both more accessible and easy to search.

The best starting point for Durham users is to go to the Law Department’s home page and click on “Law on the Web”. Here you will find an extensive list of links to freely available legal websites. It has an alphabetical catalogue, if you know exactly what you are looking for, a functional catalogue, if you want a particular kind of material, and a thematic catalogue, if you want a particular area of law. Particularly important for cases and legislation is BAILII, a compilation of links to freely available material, provided by the British and Irish Legal Information Institute.

For those who fancy a self-guided tour of the legal internet the Internet for Lawyers site is recommended; there is a link from Law on the Web.

Nearly a hundred law journals are available on-line from the Library’s electronic journals page. For lawyers, the most invaluable of these is the online version of the All England Law Reports, giving access to essential case-law twenty-four hours a day. You will need your Athens password to access this service; if you have forgotten it, please contact Phil Brabban at the Main Library.

The Law Department also has a subscription to the on-line legal database, Westlaw. This includes the full text of an extensive range of cases and legislation, for Britain and other countries, with links from each document to related materials. There is also a file of on-line journals and an on-line index to articles in British legal journals from 1986. Westlaw can be reached from the Department’s home page. Using your Athens password, you can access it from any networked terminal, not just terminals on the Durham network. If you feel like it, you can even access it during the vacation.

Lexis is a similar database, which is particularly useful for its extensive files of American law journals. At present, Durham has a trial subscription. If you are logged on to the Durham network, you can access Lexis from the Law Department’s intranet.

In the future, the potential of on-line legal resources will open up many new ways of working for law students, although old-fashioned paper sources, with their portability and convenience, will also be important for a good many years to come.

Stockton Campus Library

Reserve Collection

This term sees the inauguration of a Reserve collection at Stockton Campus Library.

It will be run on similar lines to the Reserve collections in other sections of the Library, with books and authorised photocopied articles being available for short-term loans.

Items placed in the Collection are those in heavy demand. They are borrowable for up to 4 hours through the day, or overnight from 15:45, due back by 10 a.m. the following day. Weekend loans are from 15:45 on Fridays, due back by 10 a.m. the following Monday.

You can make advance bookings on items in the Reserve Collection. There is a self-service booking facility via the Library OPAC, or if you have difficulty, Library staff can book items on your behalf.

To accommodate the new collection, some alterations have been made at the end of the library counter. Within the collection there is an OPAC terminal and a photocopier, and items are issued at the counter as you are leaving the collection. Please return Reserve items to the counter, and don’t forget that heavy fines are levied for late return of Reserve items.

Lecturers who wish to have heavy-demand items placed in the Reserve Collection are asked to contact library staff, giving plenty of notice for the request to be fulfilled.
University Library AFC

The Library football team as it is today owes its status to a large slice of fortune. An eleventh hour collaboration between teammates Warwick Knowles and Ben Taylorson and the Durham University Interdepartmental 5-a-side League secretary, Lenny Lauchlan, saw University Library AFC accepted to the league at the last minute.

Team captain Warwick Knowles and Manager Ben Taylorson led the team through several weeks of intensive pre-season training and, as the season began, the team were eager to prove their worth. Library needn’t have worried about embarrassing themselves as they immediately justified their late inclusion in the League with a 7-0 victory in their first match, and proceeded to take the league by storm, destroying teams with similar high-scoring wins. There were some very closely fought matches also, but ULAFC were proud to lose only one League game all season, in the process beating the previous season’s league champions Physical SECS 2-1, and championship challengers 3f by an impressive 5-0 score-line.

Library took joint league honors in their first season, which was far above the expectations of the players. What was the secret of their success? Apparantly; expert management, a strict diet, regular training and a little natural talent. Hopefully ULAFC shocked a few people and earned some respect. Can we do as well next season? Who cares, for the moment ‘we are the champions, my friends…’

To relive the drama that was ULAFC 2000 – 2001 visit: www.dur.ac.uk/benjamin.taylorson/

Opening Hours

Details of the opening hours for all sections of the University Library can be found on the Library’s web pages at;

www.dur.ac.uk/library/use/openmenu.htm

Contact Details

The University Library is always pleased to receive feedback and suggestions about the services we offer our users. If you have any comments or issues that you would like to draw to our attention, please address them to either;

Main.Library@durham.ac.uk
Educ.Library@durham.ac.uk
PG.Library@durham.ac.uk
Stockton.Library@durham.ac.uk

General enquiries about Library services can be sent to;

Main.Counter@durham.ac.uk

All comments and suggestions about the content of this Newsletter are, of course, welcome and can be sent to;

Ex.Libris@durham.ac.uk

Library Web Pages

The Library website has been redesigned over the summer vacation. If you have bookmarks pointing to our site, you may need to change them accordingly. The Library web pages contain regularly updated information about the services we offer. They also have many links to sources of electronic information available to members of Durham University Library. The pages can be found by pointing your internet browser at:

www.dur.ac.uk/library/