Linacre College Library and IT Services

Fiona Richardson
Librarian

Ross Wackett
IT Manager
Study Space

- Library open 24/7.
- Main Library reserved for quiet study.
- Small Study Room bookable for tutorials and group study. Online booking diary.
- Limited study space!
  - storage crates in Library.
  - more study space in Study Room 1.
Books to support your study

• Library remit to support taught-Masters’ courses with copies of their main textbooks.
• Library will also consider requests from both taught and research students.
• We won’t leave you stranded! If a book isn’t suitable for purchase, and not available elsewhere in Oxford, we’ll get you a copy on inter-library loan.
• Just ask! library@linacre.ox.ac.uk
Borrowing books

• 30 books at a time
• Loan period 4 weeks unless reserved (reserved books will be recalled after 2 weeks).
• Unlimited renewals unless reserved.
• No fines! But if you lose a book or don’t return a reserved book on request, we will charge you the replacement cost.
• Check out books at self-issue and return them in book return box
All Linacre library books catalogued on Solo.
Solo covers almost all of the University’s library resources, both print and online.
You also have an individual user account on Solo, which you can use to renew and reserve books.
Solo should be your first port of call to look for library resources – trying to access Oxford online subscriptions through a search engine often doesn’t work.
Document supply and inter-library loans

- For books and journal articles not available in Oxford.
- 10 free loans/documents per year.
- Email Fiona with as many details as possible.
- Delivered to your pigeonhole.
Help and advice

• Ask a librarian!
• Fiona’s office hours: Monday, Tuesday, Thursday and Friday 10a.m. – 3.30p.m.
• Email library@linacre.ox.ac.uk
Students with disabilities

• If you have problems accessing the library or using library materials, speak to Fiona.
• The Library can arrange for longer loan periods, fetching books from the shelves, the provision of reading aids etc.
Using the Library considerately

- Quiet in the main Library!
- Don’t hog desks – use a crate to store your books (but please check them out).
- Don’t hog computers – log out when you leave.
- Clear up your mess, and take all used crockery and cutlery back to the dining room or common room.
The Library on the Web

- Library website
  - Library guide
  - Guide to finding resources in Oxford
- Library Facebook page
Computing Facilities

• PCs, Printers, Scanners
• Study Room 1 – Top of OC Tanner
• Login using your SSO account
• Printing is charged to battels. 5p/page, 1.5x charge for double sided
• Webprint from personal devices at printing.linacre.ox.ac.uk
Computing Facilities

• IT Staff
• Support for personal PCs
• Network Folder – U:
• University IT Services Help Desk and Courses:
  www.it.ox.ac.uk
Computing Facilities

- Nexus365 - https://outlook.office.com
- OneDrive - https://onedrive.live.com
- Office365 - https://www.office.com/

Login using sso@OX.AC.UK for example lina1234@OX.AC.UK and your SSO password

Watch out, it expires with your card!
Thank you!

Linacre College Library

library@linacre.ox.ac.uk

IT Support

support@linacre.ox.ac.uk