Top Tips for Accessing Oxford’s Information Resources

And How Brasenose College Library Fits In
Introduction

Oxford has:

• Over 100 libraries
• 11 million volumes
• Hundreds and thousands of databases, electronic journals and books

Top Tip 1: Attend the induction session in your departmental library
Oxford Idiosyncrasies

- No central university library
- Bodleian Libraries group has shared policies
- Other libraries – departmental, faculty, college

Top Tip 2: Explore smaller libraries –
www.bodleian.ox.ac.uk/libraries/libraries
Common Features

• Library Card (referred to as Bod card or University card)
• Library Catalogue
• Access to electronic databases and journals
Top Tip 3: Log in to SOLO using your SSO
Top Tip 4: Ask a Librarian
E-journals

Top Tip 5: Remember copyright restrictions
Brasenose College Library

• Place to work
• Friendly atmosphere
• Convenience
• Wifi and Ethernet ports
• Printing facilities

Top Tip 6: Give the college library a go
Brasenose College Library

Four primary sections:

Main – majority of the college’s modern books

History – history and politics (access from Main Library)

Old Cloisters - physics, chemistry, maths and computing, engineering, geography, biological sciences (including medicine), music and art.

Stally - law library (located near JCR)
Practicalities - books

- Check out books using the self-issue system
- Return books to the returns shelf in main library, the main desk in Old Cloisters or use book drop in the law library
- Renew online or via email
- No loan limit and no fines
- Long loan periods - termly for many books

Top tip 7: In the main library, remember not to place books for return on the trolley
Practicalities – working in the library

• The library is for quiet study
• Seats cannot be reserved
• Books/work may only be left overnight if stored in one of the boxes available for rental
• A yellow slip must be left on work left during the day – if not it might be cleared away
• Library Protocol must be observed
Practicalities - general

• 24/7 access using fob
• Library staff usually available office hours (9am – 5pm) Monday- Friday
• Contact (2)77826 library@bnc.ox.ac.uk

• **Top tip 8:** Ask if you need assistance
IT Facilities

• 3 PCs that print to a single printer in the Main library
• 2 PCs that print to a single printer in the Stally
• Scanning to print or email
• B&W and colour photocopying
• Dedicated PC for SOLO searching – no log in required
IT Tips

• BNC login required to access personal profile on BNC library computers (NOT same as SSO)
• IT Office  computer.office@bnc.ox.ac.uk
• OUCS  http://www.it.ox.ac.uk/
• IT Learning Programme  http://www.it.ox.ac.uk/do/training-and-facilities
• Oxfile  https://oxfile.ox.ac.uk/oxfile/
College Library Community

- Join us on Facebook
- Follow us on Twitter
- Read the Library and Archives blog
- Check out our recent purchases via LibraryThing
- Suggest books for purchase
- Talk to your student library reps

Top Tip 9: Get involved
Thank You

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