

# The Informer

## News from The University Library

Issue October 2006

### The Journals have moved!

Please note that back issues of journals (periodicals) will all be located on Floor 2 of the Library, from September 2006. They will still be shelved in alphabetical order by title. Some older journals, especially titles that are available online, have been moved into storage, and photocopies of articles from these volumes will be available on request.

Current journal issues are still available on Floor 1, and Law journals are still available on Floor 2 (East).

Floor 3 is being re-developed as a student-centred learning area over the coming months. More news of this will shortly be available on the Library website and in the Library building.

If you have any difficulties in finding the journals that you need, please do not hesitate to ask at the Information Desk on the ground floor, or e-mail the Periodicals Team at:  
periodicals@surrey.ac.uk

### Changes to your Athens account

The University recently implemented the AthensDA ("Athens Devolved Authentication") system. This enables you to login to e-journals, e-books and online databases using your university network username and password - the one that you use to access your university e-mail account.

If you are new to the university, you can begin using AthensDA as soon as you have a network account. If you are returning to the university after the summer vacation or placement year, you will need to begin using AthensDA as soon as possible, as the old Athens username and password that you used in previous years will be de-activated during Semester 1.

Please see the following webpage for full instructions on using AthensDA:  
<http://portal.surrey.ac.uk/library/online/athensfaq>

### Ebrary: 30,000 new e-books in all subject areas now available online

The University Library has recently subscribed to the Academic Complete collection from Ebrary, a major supplier of electronic books. The collection currently contains the full text of over 30,000 books, a number that will continue to grow over the coming months.

The collection complements our existing e-book collections, and makes available a large amount of background reading in many different subject areas. We will continue to purchase specific e-books from other suppliers (such as NetLibrary) when they are not available in the Ebrary collection.

The Ebrary collection is available both on and off campus, with a University of Surrey Athens password, from the following address:  
<http://site.ebrary.com/Athens>. Most of the titles are also listed individually on the Library Catalogue.

#### Technical information:

Please note that Ebrary requires a small additional program (plug-in) to be downloaded onto your computer in order to access full text.

#### On campus:

The plug-in should already be available on computers within Student Open Access suites on campus. For members of staff with MarkIV computers, the software has been packaged, and can be deployed on request to [staff-support@surrey.ac.uk](mailto:staff-support@surrey.ac.uk).

**Off-campus:** The plug-in can be downloaded quickly and easily from the Ebrary website the first time you log in.

### Library Opening Hours

#### Autumn Semester

Monday 4th September - 15th December 2006

|                 | Library Building | Staffed Service |
|-----------------|------------------|-----------------|
| Monday – Friday | 08.30 - 00.30    | 09.00 - 20.45   |
| Saturday        | 10.30 - 18.00    | 14.00 - 17.45   |
| Sunday          | 10.30 - 21.30    | 14.00 - 17.45   |

## Changes to Inter Library Loans

### Overdue ILL items

From April 24 2006 a fine of 30p per day will be charged on all overdue & recalled overdue Inter Library Loan items.

### Renewal of ILL items

A £3 charge applies to cover the cost of any permitted Inter Library Loan renewals. Please note that the British Library reserves the right to recall an item at any time.

Please send any queries to [ill@surrey.ac.uk](mailto:ill@surrey.ac.uk)

### Secure Electronic Delivery

Remember that many Inter-Library Loans are now available by Secure Electronic Delivery (SED). This is the electronic delivery of a scanned print article or chapter. If you usually work from home or off-campus, SED will save you travel time in coming to campus to pick up your ILLs.

If you are eligible to submit online applications for Inter-Library Loans, you may request an SED instead of a photocopy. This applies to members of academic staff, and those studying for a degree by research (PhD, MPhil, PsycD etc.). If you are enrolled on a taught course (undergraduate or masters degree) then you are not currently eligible to use the SED service.

Note that a personally signed copyright declaration form (on paper) is still required for each request before we can submit it to the British Library, under the rules of Library Privilege.

A request can be submitted using the online submission service (via the [Library Catalogue](#)). Please indicate clearly on the form that you require SED **for each individual request**, otherwise a photocopy will be requested as the default option.

You need the full version of Adobe Reader 6 on your computer, with Digital Rights Management set up. An easy way to test this is by downloading the test document available on the British Library website:

<http://www.bl.uk/services/document/sed.html#what>

We strongly recommend that you do this before you try to download a document provided by secure electronic delivery.

See the ILL section of the Library website: [http://portal.surrey.ac.uk/portal/page?\\_pageid=734,299371&\\_dad=portal&\\_schema=PORTAL](http://portal.surrey.ac.uk/portal/page?_pageid=734,299371&_dad=portal&_schema=PORTAL) for more details of SED.

Inter-Library Loan Department X9234  
[ill@surrey.ac.uk](mailto:ill@surrey.ac.uk)

## DiLIS (Distance Learners Information service)

If you are on a **recognised distance learning course** or are a **part-time research student** you may want to make use of the extra support that the Library can offer you through DiLIS. The main services comprise:

- **Postal loan of books** to addresses in the UK and other EU countries – this is a subsidised service and you only pay for the safe return of books to the Library.
- **Document Delivery service** for journal articles (and parts of other published material) which are not available online. This includes material held in stock **and** articles which have to be ordered from another library through Interlibrary Loans.

DiLIS can also help with queries about accessing online material (including past exam papers), using the Secure Remote service, and other information-related issues

The DiLIS web pages can be found at <http://portal.surrey.ac.uk/library/libraryservices/adservices/dilishome>

### UK Libraries Plus (UKLP) and SCONUL Research Extra- reciprocal borrowing/access schemes at other HE institutions

A reminder that **UKLP** gives borrowing rights at up to 3 other academic libraries in the UK for all part-time and distance learning students; **full-time** as well as part-time taught Masters students; and undergraduates on placement of more than 6 weeks. Reference access is available through the scheme for staff and full-time undergraduates. See <http://www.uklibrariesplus.ac.uk/students/> for more details

**SCONUL Research Extra** gives borrowing rights for higher education researchers (staff and students) at participating institutions in the UK and Ireland. Further information at [http://www.sconul.ac.uk/use\\_lib/srx/](http://www.sconul.ac.uk/use_lib/srx/)

If you have any queries or would like further information about DiLIS, or either of the two reciprocal borrowing schemes, please contact Mara Uzzell ([m.uzzell@surrey.ac.uk](mailto:m.uzzell@surrey.ac.uk)) or come to the Library Membership Desk during serviced opening hours.

The **Membership Desk** will be open from 1000 - 1600 and 1730 – 2030 at the beginning of the academic year. Otherwise it will operate 1100 – 1500.