Getting in and getting on

This video demonstrates how to make best use of the Library by logging in to your account.

00:10 You need your UCL ID card to get into any of the libraries. Without your ID card you will not be able to come in.

00:15 To make the most of our services, log in to your library account. You can log in from the library website at www.ucl.ac.uk/library. You will find a link to log in next to the Explore search box on the front page.

00:23 You can access Explore directly by going to www.ucl.ac.uk/library/explore. The link to sign in to your account is at the top right corner.

00:30 Select the login link for UCL students and staff. You just need to enter your UCL userID and password.

00:34 After logging in you'll be able to make best use of the Library catalogue. For example you might find that items you need are out on loan to somebody else; this will be indicated by a date in the loan status column.

00:48 If you haven't already signed in, you will see a link to sign in at the top of the page. Once signed in you will be able to place a request for items which are on loan, or held offsite in our stores.

00:43 Once signed in you will be able to see details of your Library account. Click on My Loans to see the items you have on loan. From your loans screen you can renew items by ticking the boxes next to the items and then click renew selected.

01:04 You'll also need to sign in to read an electronic book or journal article. If you find one listed in your search results, there will be a link to view online just beneath the summary information on the search results screen.

01:11 Click this link, and if you are not already logged in you will be asked to enter your UCL username and password. You should then be able to access the item online.

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