

Getting Started

Self guided tour

Main Library



Used in conjunction with the Main Library Floor Plan in the UCL Main Library Guide, this self guided tour will:

- **Introduce you to key locations and facilities in the Main Library;**
- **Help you find subject collections relevant to you;**
- **Help you find details of your Subject Liaison Librarian.**

Please note, the Main Library is a quiet study space. Please respect other library users as you complete your tour.

Start in the Flaxman Gallery, in the centre of the building on floor 1, beside the statue of St. Michael.

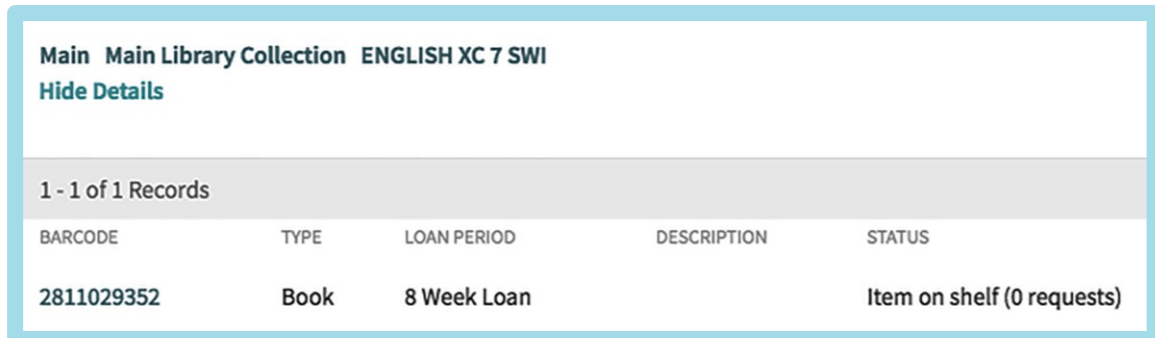
- 1 With your back to the glass doors, facing the statue, turn right to head into the South Corridor and on your left you find the **Returns** area where you can return books and browse books that have recently been returned and are awaiting shelving. Here you'll also find **self-service lockers for borrowing a laptop**.
- 2 Move into the next room along the corridor to find the **Help Point, Research Enquiries Desk** and **ISD Helpdesk**, with friendly staff here to assist you. Look out for the **Book Issue Stations**, which you must use to borrow books. If you have **reserved a book** that was out on loan to someone else, you can collect it from this room. At one end of the room you will see the **Short Loan Collection**, which contains books that are heavily in demand and which you can book for a specific time slot.
- 3 Exit this room and go to the room straight opposite you. Here you'll find some **PCs** and **print/scan/copy machines**. Around the edge of the room you'll find printed reference books such as dictionaries, directories and encyclopaedias.
- 4 Studying can be thirsty work! Head back towards the Flaxman Gallery and take the stairs on the left, opposite the Returns room. These take you up to floor 2. Take a right and go all the way to the end of the History corridor. Turn left and you'll find **water fountains**. Opposite the water fountains is another **PC cluster room**.
- 5 Head back down the History corridor, but instead of turning left to go down the stairs, turn right and follow the corridor around the back of the dome. You will pass female and male **toilets**, and pass over a bridge with a view down to the Flaxman Gallery and Donaldson Reading Room below.

6 Once you've passed the toilets, turn right into the Hebrew and Jewish corridor. A little way down the corridor, on your left is the **largest computer cluster** room in the Main Library.

7 Continue to the end of the corridor into the open space beyond, and go down the stairs on your left. In the area at the bottom there are **more self-service lockers for borrowing a laptop**.

Where are the books that I want to read? And who is my Subject Liaison Librarian?

- When you search Explore to locate an item on our shelves you will find a location similar to the following:



The screenshot shows a library catalogue entry for a book. At the top, it says 'Main Main Library Collection ENGLISH XC 7 SWI' with a 'Hide Details' link. Below this, it indicates '1 - 1 of 1 Records'. A table follows with columns for BARCODE, TYPE, LOAN PERIOD, DESCRIPTION, and STATUS. The entry shows a barcode of 2811029352, a type of 'Book', an '8 Week Loan' period, and a status of 'Item on shelf (0 requests)'.

BARCODE	TYPE	LOAN PERIOD	DESCRIPTION	STATUS
2811029352	Book	8 Week Loan		Item on shelf (0 requests)

- The catalogue entry tells you the library in which the book is **located**, (in this example, **Main**), the **collection**, (in this example, **English**), the **shelfmark**, (in this example, **XC 7 SWI**) and the **loan period** (in this example, **8 Week Loan**). Where multiple copies are available, sign in to see the loan periods. If the book is currently on loan, you will be able to place a hold request on the book.
- Make sure you understand how to find an item in the library. Use the **Main Library Floor Plan** to find the collection most relevant to you from the following:
 - Ancient History
 - Art
 - Classics
 - Comparative Literature (see Literature)
 - Crime Science (see Law)
 - Danish
 - Dutch
 - Economics
 - English
 - Film Studies (see Art)
 - French
 - German
 - Hebrew
 - History
 - American History
 - Latin American History
 - London History
 - Human Rights
 - Icelandic
 - International Relations (see Public Policy)
 - Institute of the Americas (see Latin American History)
 - Italian
 - Law
 - Literature
 - Norwegian
 - Philosophy
 - Portuguese
 - Public Policy
 - Scandinavian
 - Spanish
 - Swedish
 - Translation
- Take a look at the labels on the spines of the books to understand how the books are ordered by shelfmark. In each collection you will find a poster with details of your **Subject Liaison Librarian**, who you can contact for help and support at any time.
- Make a note of the name of your Subject Liaison Librarian and their contact details here:

If you are unsure which collection(s) is most relevant to you, search **Explore** www.ucl.ac.uk/library/explore for a topic of your choice and see which collection includes that item.

Getting started www.ucl.ac.uk/library/getting-started
