Welcome to the University of Liverpool Library. Let us help you get started.

- Your University ID card is also your library card. You need it to borrow from the library. Treat it as you would your bank card and don’t share your details.
- You need your ID card to visit the library or use the Library App.
- For more help and information see liverpool.ac.uk/library

**When can I use the library?**

The Library is open 24 hours throughout the year.
Staff support is available:
- **9:00am till 9:30pm/7:00pm** during the week, and
- **12 noon till 5:00pm at weekends.**

Bank holiday and summer vacation opening times can be found at libguides.liverpool.ac.uk/hours

**How do I keep in touch and find out more?**

- Visit us: liverpool.ac.uk/library
- Ask us: libanswers.liverpool.ac.uk
- Follow us: @LivUniLibrary
- Like us: facebook/livunilibrary

**Where do I start?**

**Which library should I use?**

- **Harold Cohen Library**
  - Tel 0151 794 9500
  - Building 431 on the campus map
  - Subjects: computer science, dentistry, earth, ocean & ecological sciences, engineering, health & life sciences, medicine, physical sciences, veterinary science*.
  - *There is also a Library at the Latchford Campus on the Wirral.

- **Sydney Jones Library**
  - Tel 0151 794 9500
  - Building 423 on the campus map
  - Subjects: arts, geography & planning, humanities, languages, law & social justice, management, psychology, social sciences.
  - There is also a Library at our London Campus.

- **Library online**
  - Use the Library online to access our digital books, journal articles and to get help and support. Available 24 hours a day, on and off campus at liverpool.ac.uk/library

- **Special Collections & Archives**
  - Tel 0151 794 2696
  - liverpool.ac.uk/library/sca/
  - Special Collections & Archives house the Library’s unique, rare and distinctive material.
  - It is based in the Sydney Jones Library.
  - Please ring in advance to make an appointment to visit Special Collections & Archives, which is open Monday – Friday: 9:30am till 4:45pm.

**How do I access my Library account?**

- Go to My Library Account at library.liv.ac.uk or use the Library App
- Create a PIN
- Check what you have on loan
- Renew your books
- Pay any charges

**How do I borrow books?**

- Use the self-service points located throughout the libraries
- Fines are only charged on equipment and late returned books with a reservation
- You can renew your books online
- Regularly check your account and renew your books to avoid any charges

**What if the book I want has been borrowed by someone else?**

Request the book via the library catalogue and it will be kept for you to collect when it is returned.

**What if I need the books for longer?**

You can renew your books online if they are not required by anyone else.
Log into My Library Account and renew.
1-day loan material cannot be renewed.

**What can I borrow?**

- **Undergraduate (UG) – 20**
  - plus up to two from 1-day loan
  - Taught postgraduate (PGT) – 30
  - plus up to two from 1-day loan.

**How many books can I borrow at one time?**

- **Undergraduate (UG) – 20**
- **Taught postgraduate (PGT) – 30**
- **1-day loan**
- **7-day loan**
- **14-day loan**
- **(or until Monday if borrowed at the weekend)**

**How long can I borrow for?**

- **1-day loan** – use My Library Account
- **7-day loan**
- **14-day loan**
- **(or until Monday if borrowed at the weekend)**

**How do I find the books I need?**

- Use the library catalogue:
  - at one of the InfoPoints in the Libraries
  - on the web at library.liv.ac.uk

- Check the status to see if the book is available on loan.
- If the book is available, note the location and class number (where you will find the book on the shelves).
- If all the copies of the book you need are out on loan, you can request a copy via the library website for details at liverpool.ac.uk/library

To request material, use our Get It For Me service, a one stop shop for all your learning resource needs, and we will aim to purchase or borrow it from another library.

**Reading Lists @ Liverpool**

For quick, easy access to the resources your lecturers are recommending, use readinglists.liverpool.ac.uk

**Choose your study zone**

- **Group** work and chat with your friends
- **Quiet** low level academic chat
- **Silent** work silently at all times

Book individual and group study spaces online at libcal.liverpool.ac.uk

**Need to contact us?**

- Phone us on 0151 794 9500
- Text us on 0151 329 2657
- Email us on ask@liv.ac.uk/libanswers.com
- Tweet us @LivUniLibrary
- Get IT support from the Computing Services Desk or at liverpool.service-now.com/ess/

**How do I keep in touch and find out more?**

Visit us:
- liverpool.ac.uk/library
- libanswers.liverpool.ac.uk
- @LivUniLibrary
- facebook/livunilibrary
Reach your potential with KnowHow

Sharing the library space

Journals, DVDs, maps, music scores, newspapers

Library staff are here to help

Not just the library...

Painting, photocopying and scanning

Network PCs and laptop loan

Pass the Book

How do I keep in touch and find out more?