Library PG Orientation 2021

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Your Library has...

- 5 Floors - 12,350 sq. meters
- ~45 bookable group rooms
- thousands of study seats

Books!
- 1,077,208 e-books + 694,440 (printed)

E-Journals & magazine & newspapers
- ~ 149,614 periodical titles (print and electronic)

- 22,143 media items 178,600 streaming media items
12,350 sq. meters

694,440 printed volumes

1,077,208 electronic books

22,143 media items 178,600 streaming media items

Virtual Library tour
https://libguides.ust.hk/self-guided-tour
Your Gateway to Find Information https://library.ust.hk
Help for PGs

http://library.ust.hk/help-for/postgraduates/
### Your Borrowing Privileges

- **Loan limit:** 80, **hold limit:** 20

<table>
<thead>
<tr>
<th>Books: 8 weeks</th>
<th>Media: 7 days</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Books Icon" /></td>
<td><img src="image2.png" alt="Media Icon" /></td>
</tr>
</tbody>
</table>

- **Kindle:** 14 days
- **Reserve:** mostly 3 or 7 days, some 2 or 24 hours
Get Started!  

https://libguides.ust.hk/getstarted

Welcome to the HKUST Library!

This guide aims to help you make the most of the Library in your first year at HKUST. It presents you with key library resources, services, and facilities.

The Library has a variety of facilities and flexible space equipped with technology to facilitate learning.

- Take a Self-Guided online Tour
- View Facilities details.

Learning Commons (LC) on LG1 opens 24x7 during term time. It also has the Creative Media Zone which as a graphics workshop, AV Editing Suites, and even a Video Studio.

Check out the Services & Information about LC.

Your Borrowing Privileges

- Loan Limit for UGs = 50
- HKUST Books - 4 weeks
- Kindles - 14 days
- DVDs & CDs - 7 days

Contact Us

Ask a Librarian for help on

- Assistance on finding the right books, articles, databases, internet resources, etc.
- Guidelines on the right direction for an assignment

WhatsApp (9701-1055)

Phone (2358-6760)

Email libref@ust.hk or Subject Librarians

Please Be Considerate

Please help maintain a good study environment (user behavior):

- Quiet
- Food and drink
- No Unattended Belongings
- No Smoking
- Proper Use of Collections and Facilities

In order to maintain an atmosphere suitable for study, the Library has implemented a Dementia Schedule.
PowerSearch is....

Library Catalog
- Printed books
- E-books
- DVDs, CDs, etc.
- Journals (e.g. Nature)

+ Primo Central
- Articles from Journals
- Conference Proceedings
- Other scholarly materials
Skill Set 1: Effective Book Search (a)

Find this book:
Tesla inventor

- Un-tick Primo Central
- Type title key words
- Choose “search”
Skill Set 1: Effective Book Search (b)

E-version – click to view full-text

Hard copy

https://libguides.ust.hk/getstarted/books
Skill Set 1: Effective Book Search (c)

Library Catalog – Full record

Click Locate to see the floor plan!
Click on “Locate” & See Where to Go (Floor plan)

<table>
<thead>
<tr>
<th>Floor</th>
<th>What’s here</th>
</tr>
</thead>
<tbody>
<tr>
<td>G/F</td>
<td>Current Periodicals (Magazines), Kindle at Circulation, Newspaper, Reference, Reserve &amp; Media Reserve, Popular Books</td>
</tr>
<tr>
<td>LG1</td>
<td>Media, Microforms</td>
</tr>
<tr>
<td>LG3</td>
<td>Book Collections [Class M - Z], Oversize, Extra-Oversize</td>
</tr>
<tr>
<td>LG4</td>
<td>Book Collections [Class A - L], All Bound Periodicals</td>
</tr>
</tbody>
</table>
Locating the item on the Shelves by Call Number

- Example: QA177 A451 2017
- Shelf Address
- Describes the subject content

https://libguides.ust.hk/getstarted/classification

https://libguides.ust.hk/classification/
Retrieval Service for Physical Materials

You request -> we retrieve from shelves -> inform you to arrange pick up

Sign in with your ITSC email (xxxx@ust.hk) & password to Request

Can see loan policy and Request button after sign in

- Books
- Media
- Kindles
- 3-day Reserve
- Reference books
- Current print journals
Skill Set 1: Effective Book Search (d)

Find this book: *Rise of the Robots* by Martin Ford

What if it’s checked out?
Use Sign-in for – Request
Sign-in with your HKUST email address

Login to HKUST PowerSearch
Enter your email address

Enter your password

Don't Remember Login

Login

› Need help for login and password?
Request

• Sends a recall notice to other user (shortens loan period)
• When returned, you’ll get a pick-up notice email
Request, Recall & Pick-up

• “Place a hold” on (request) a checked out book or media item
• A recall notice will be sent to the current borrower.
• You will get an email to pick it up when it’s your turn to borrow it.

From: HKUST Library Circulation <lbcirc@ust.hk>
Sent: Tuesday, August 21, 2018 11:53 AM
To: Runice S P WONG
Subject: Library Pick-up Notice

HKUST LIBRARY

Recall Notice

Patron: Your name here

The following item has been requested by another user. Please return it by the new due date below.

AUTHOR: Elborough, Travis,
CALL NO: D10 .E45 2016
LOCATION: Popular Books
NEW DUE DATE: 04/09/20 Date /month/ year

If you have any questions, please contact lbcirc@ust.hk or call 2358-6772 for help.

HKUST LIBRARY
Pick-up Notice 21/08/2018

Patron: 

The following item which you requested is ready for pick-up at the Circulation Counter.

AUTHOR: Elborough, Travis,
TITLE: Atlas of improbable places: a journey to the world's most unusual corners /
CALL NO: D10 .E45 2016
LOCATION: Popular Books

Please pick it up by Date /month/ year

If you have any questions, please contact lbcirc@ust.hk or call 2358-6772 for help.
HKALL (1)

- A joint project of the eight Hong Kong university libraries
- Use HKALL to request available BOOKS from other HK univ. libraries
- Will be delivered to you here at HKUST
1. Search for it in HKALL

2. Go to full record

3. Sign in to make your request
HKALL (3)

1. Select HKUST

2. Sign in

Login to HKUST PowerSearch

Enter your email address

Enter your password

Login

Need help for login and password?
1. Choose “Get It”

2. Choose HKALL Request

3. See a green light? Choose Request
Request Received

- Not sure if your request is successful?!
- Be patient!
  - If it is successful, it will show in your account in a few hours.
  - If it is not successful, you will receive an email notice from us.
**Interlibrary Loan** (ILL or I.L.L.)

Gets articles, book chapters, & books from other libraries

https://illiad.ust.hk/
ILLiad - for requesting ILL & Document Delivery
https://illiad.ust.hk/illiad/logon.php

1. Obtains books & journal articles from other libraries
   150 requests per year for free
2. Get print or microfilm article from our collection
   60 requests per year
Databases & Journals

Off campus?
Ez-proxy authentication with your ITSC login and password

320 databases
149,000 e-journals
Databases – How to Access

Always access database via the Library webpages

https://library.ust.hk/collections-resources/databases/all-databases/
https://library.ust.hk/collections-resources/databases/browsebysubject/

Do NOT go directly to the publisher’s website https://ieeexplore.ieee.org/ or https://www.sciencedirect.com. IEEE or Elsevier doesn’t know you HKUST paid access to their content if you access from off-campus.
Course Reserve - Short term loan, high overdue fines (hourly-rated)

Course assigned reading & viewing

Search by Course Instructor (e.g. TAN, Jing) or Course Name (e.g. ACCT 5630)

How to get the Course Reserve:

- Physical Copy
- Go to Circulation Counter (G/F)
  - Give the Call Number to staff
- E-version via Library Catalog record
Check My Library Account

- Renew books online
- Check due dates
- Cancel your holds/requests

- View borrowed or requested items
- Check fines
- View saved searches
Library Seminars & Workshops
Details: & Registration links

https://library.ust.hk/services/research-support/researchers-series/

2021/2022 Program

The Researchers’ Series is the Library’s program for researchers. It covers topics that relate to efficient management of research process in 4 themes. Some sessions are qualified for Professional Development Course for RPGs. Check the PDC System for status.

Authorship
- Emerging Open Science Tools for Literature Search
- How to Get Your Work Published [TBC]
- LaTeX Workshop for RPGs
- Reference Management Tools
- RefWorks – Make Your Reference Work for You [TBC]
- Search Research Literaturer

Copyright
- Academic Integrity & Intellectual Property
- Author Rights, Copyright & Publishing
- Cambridge University Press: Read & Publish Author Training [TBC]
- Copyright in Education: Teaching and Research [TBC]
- Open Access What Where How

Data
- Data Disaster Prevention
- Data Discovery & Citation Workshop
- Data Management Plan [TBC]
- Data Visualization with Tableau – An introduction
- Getting Started with OpenRefine
- Introduction to Research Data Management
- Mining text with Voyant tool: an introduction

Impact
- Altmetric: Discover the Attention Surrounding Your Research
- Evaluating Journals for Research and Submission [TBC]
- Making an Impact – Tracking Your Research Metrics
- Scholar Profile Management [TBC]
Daily Life ....

Scanning, Copying & Printing

https://library.ust.hk/services/facilities/copying-scanning-printing/

Room Reservation

https://lbbooking.ust.hk/
Using Google Scholar as starting point? Yes, why not?
But... **Without** the auto-link setting, materials available at HKUST Library will not be shown if you're off-campus.

With the auto link setting, the “Find@HKUST Library” link appears.
Important! Set up your preferences to auto-link to HKUST Library subscribed material off campus

Make Good Use of Google Scholar (3)
1. Login & go to Settings

2. Choose Library links

3. Type the full name of HKUST & save
Unpayall Extension

Get free text of research papers as you browse. Unpaywall’s index of two million papers.

http://unpaywall.org/faq
Reminder! EZ Proxy from off campus
Research Bridge: A Blog for HKUST Researchers

Research Bridge

Green Open Access: What, Where, When
Archiving academic papers in an institutional or subject repository is a major way to make your works openly accessible. In this increasingly open research environment, it is important for academic authors to know how to do self-
MAY 3, 2020

Machine-Actionable Data Management Plan (mAoDMP)
Different people and groups in the research community are working on making data management plans (DMP) machine-actionable.
MAY 26, 2020

COPE: Help You Learn More About Publication Ethics and Misconduct
What would you do when you discovered you have submitted an article to a predatory journal? Is it possible to request the publisher to retract an article because it was submitted without the consent of knowledge of other co-authors?
MAY 19, 2020

Semantic Scholar: Exploring Research Literature with

Best Wishes for Your Studies & Research
at
HKUST