Library and Learning Resources
In this session:

- Using the Library
- Visiting the Library
- Library and Learning Resources online
- Searching the databases
- Referencing
- Where to find Help
Using the Library
Staying up-to-date

https://libguides.lsbu.ac.uk/library/reducedservices
In the library

- We are limiting the numbers of people
- 2 metre social distancing
- Use hand sanitiser regularly
- 1 person in the lift at time
- Extra cleaning
- Click & collect book service
- Increased space between workstations
- Cleaning supplies for workstations
<table>
<thead>
<tr>
<th></th>
<th>Jul 27 Monday</th>
<th>Jul 28 Tuesday</th>
<th>Jul 29 Wednesday</th>
<th>Jul 30 Thursday</th>
<th>Jul 31 Friday</th>
<th>Aug 01 Saturday</th>
<th>Aug 02 Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perry Library Building</td>
<td>11am – 3pm</td>
<td>11am – 3pm</td>
<td>11am – 3pm</td>
<td>11am – 3pm</td>
<td>11am – 3pm</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>Library Services Support (Online)</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 4:30pm</td>
<td>9am – 4:30pm</td>
</tr>
<tr>
<td>Student IT Support (Online)</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 5pm</td>
<td>9am – 4:30pm</td>
<td>9am – 4:30pm</td>
</tr>
<tr>
<td>Research Help Desk</td>
<td>–</td>
<td>–</td>
<td>–</td>
<td>–</td>
<td>–</td>
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<td>–</td>
</tr>
</tbody>
</table>

- Find your way around with our plan of the Perry Library

Email Library enquiries: library@lsbu.ac.uk
Email Subject and Referencing enquiries: askalibrarian@lsbu.ac.uk
Email Student IT Support: lir-ithelpdesk@lsbu.ac.uk
Online or telephone appointment with a Librarian: Book an Appointment

Live Chat: go.lsbu.ac.uk/library
Questions
Visiting the Library
Layout of the Library

Study Spaces—1 East, 1 West, 2 East, and 4 West
- Group Study
- Quiet Study
- Silent Study

Library Help desk on 1 East
Student IT Support on 1 West
To **borrow** from the library, use the self-service machines on 1 East.

**Return** items on 1 East

Perry Library Book Returns
London South Bank University
London
SE1 6NJ
# Borrowing

<table>
<thead>
<tr>
<th>Type of Student</th>
<th>Books</th>
<th>DVDs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate (LLB)</td>
<td>15</td>
<td>5</td>
</tr>
<tr>
<td>Postgraduate (PG Dip, CPE, MA, MSc, LLM)</td>
<td>20</td>
<td>5</td>
</tr>
</tbody>
</table>

Fines! – **suspended at this time**

For late return when overdue items are on hold:

- £2 per day per item (up to a maximum of £20 per item)
- 2 day grace period
Auto-renewals

All items will automatically be renewed, UNLESS:

• The item is reserved by another borrower.

• There is another issue with your library account (eg outstanding charges, or your account has expired.)
The following items have been automatically renewed. Please see below for the new due date(s):

<table>
<thead>
<tr>
<th>Title</th>
<th>Author(s)</th>
<th>Call Number</th>
<th>Barcode</th>
<th>Due date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>C++ for everyone</td>
<td>Horstmann, Cay S.</td>
<td>005.133 HOR</td>
<td>Barcode: 30102009189760</td>
<td>Wednesday 26 June 2019</td>
<td><strong>RENEWED</strong></td>
</tr>
<tr>
<td>Designing media</td>
<td>Moggridge, Bill.</td>
<td>006.7 MOG</td>
<td>Barcode: 30102009669407</td>
<td>Wednesday 19 June 2019</td>
<td></td>
</tr>
<tr>
<td>Nonobject</td>
<td>Lukic, Branko.</td>
<td>745.5 LUK</td>
<td>Barcode: 30102009698281</td>
<td>Wednesday 26 June 2019</td>
<td><strong>RENEWED</strong></td>
</tr>
<tr>
<td>Gamestorming: a playbook for innovators,</td>
<td>Gray, David.</td>
<td>658.4022 GRA</td>
<td>Barcode: 30102009698398</td>
<td>Wednesday 26 June 2019</td>
<td><strong>RENEWED</strong></td>
</tr>
<tr>
<td>rulebreakers, and changemakers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fiber-optic communication systems</td>
<td>Agrawal, G. P.</td>
<td>621.38275 AGR</td>
<td>Barcode: 30102009672914</td>
<td>Wednesday 26 June 2019</td>
<td><strong>RENEWED</strong></td>
</tr>
</tbody>
</table>

These items could not be renewed and are due on 19 June 2019:

<table>
<thead>
<tr>
<th>Title</th>
<th>Author(s)</th>
<th>Call Number</th>
<th>Barcode</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designing media</td>
<td>Moggridge, Bill.</td>
<td>006.7 MOG</td>
<td>Barcode: 30102009669407</td>
<td>Wednesday 19 June 2019</td>
</tr>
</tbody>
</table>

This item could not be renewed! Check the entire email!
Digital Devices

- Computers on every floor except Level 3
- MFDs (Multi-Function Devices) – Printing, scanning and photocopying
- Laptops – MAY NOT BE AVAILABLE
- Large format printers
Questions
Library and Learning Resources online
Library website
https://libguides.lsbu.ac.uk/LSBU-Library-and-Learning-Resources/Home
The Business Libguides

- Library catalogues
- Databases
- Training materials
- Contact details
- Current awareness

School of Business
- Accounting and Finance
- Business and Management
- Economics
- Human Resource Management
- Marketing

The HSC Libguides

School of Health & Social Care
- Chinese Medicine and Acupuncture
- Chiropractic
- Foundation Year for Health and Social Care
- Health and Social Care (including Leadership)
- Mentoring and Practice Education in Health and Social Care
- Midwifery
- Nursing
- Occupational Therapy
- Operating Department Practitioner
- Physiotherapy
- Radiography
- Social Work
- Sports Rehabilitation
Your LSBU login

You need your LSBU Username and password to access:

• Wi-Fi – select the Eduroam network
• Your LSBU email
• Moodle (VLE)
• My LSBU (Student Portal)
• Your Library account
• The Library catalogue
• Databases
• E-books
The Library Catalogues

The Library Catalogue

Search the Library Catalogue

Find books, e-books, DVDs

Search

The Discovery Service

Journal Article Search (EDS)

Discovery Service - Search here

Find journal articles and more

Search

- What collections does the Discovery Service search?
Questions
Searching the databases
Journal articles

Written by experts in your area:
- Academics
- Practitioners
- Researchers

Can be:
- results of a piece of research
- a literature review
- a case study

Peer review
- Quality check
- A process by which the methodology and results are discussed and checked by independent experts in the same field.

How to access them
- Not via Google!
- Mostly online
- Massive databases containing thousands of journals and millions of articles

You are expected to use journal articles in your assignments
Searching for journal articles

• Keywords
  • Identify alternative terms
    • synonyms (similar/identical meanings)
    • alternative spellings

• Keep a note of every search you do
  • adjust key words as you go along
Keywords

How important is effective leadership in change management within the NHS?
How important is effective leadership in change management within the NHS?
How important is effective leadership in change management within the NHS?

<table>
<thead>
<tr>
<th>Keyword</th>
<th>Alternative / related words</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EXAMPLE: news</strong></td>
<td><strong>EXAMPLE: media or television</strong></td>
</tr>
<tr>
<td><strong>KEYWORD 1:</strong></td>
<td><strong>ALTERNATIVES FOR KEYWORD 1:</strong></td>
</tr>
<tr>
<td>Effective leadership</td>
<td>leadership styles</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td><strong>KEYWORD 2:</strong></td>
<td><strong>ALTERNATIVES FOR KEYWORD 2:</strong></td>
</tr>
<tr>
<td>Change management</td>
<td>organisational change</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td><strong>KEYWORD 3:</strong></td>
<td><strong>ALTERNATIVES FOR KEYWORD 3:</strong></td>
</tr>
<tr>
<td>NHS</td>
<td>National Health Service</td>
</tr>
</tbody>
</table>
Researching your topic
Focussing and broadening your search

• Use **AND** to focus your search (this will give you fewer results)
  • eg organisational structure **AND** Health Service

• Use **OR** to broaden your search (this will give you more results)
  • eg local **OR** community **OR** neighbourhood
Researching your topic
Truncation and phrase searching

• Use * to find different possible endings to a word
eg lead* would find lead, leads, leader, leaders, leading, leadership etc

• Use “” [quotation marks] to search for a phrase
eg “National Health Service” AND “organisational structure”
How important is effective leadership in change management within the NHS?

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<tbody>
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<td><strong>KEYWORD 1:</strong></td>
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</tr>
<tr>
<td>“Effective leader**”</td>
<td>“leadership style**”</td>
</tr>
<tr>
<td>AND</td>
<td>AND</td>
</tr>
<tr>
<td><strong>KEYWORD 2:</strong></td>
<td><strong>KEYWORD 2:</strong></td>
</tr>
<tr>
<td>“Change manag**”</td>
<td>“organisational change”</td>
</tr>
<tr>
<td>AND</td>
<td>AND</td>
</tr>
<tr>
<td><strong>KEYWORD 3:</strong></td>
<td><strong>KEYWORD 3:</strong></td>
</tr>
<tr>
<td>NHS</td>
<td>“National Health Service”</td>
</tr>
</tbody>
</table>
Questions
Referencing
Harvard LSBU style – two elements

1. In-text citation (Author, year) or (Author, year, page)
   - McCormack and McCance (2017) suggest that ...........
   - “Person-centred care is a philosophy that values individuals’ own unique values, personality, personal history and the right of each person to respect, dignity and to participate fully in their life choices.” (McCormack and McCance, 2017, p. 133)

2. Reference list
Referencing help

https://libguides.lsbu.ac.uk/businessandmanagement/referencing

Nursing: Referencing

- Full guide
- Tutorials
- Refworks
- Textbooks
- Plagiarism guidance
Where to find Help
1:1 support

Book a 1:1 with an Information Skills Librarian

[go.lsbu.ac.uk/askalibrarian](go.lsbu.ac.uk/askalibrarian)

Appointments will be via phone or on MS Teams

• Database Searching
• Referencing
• Referencing software

Email queries: [askalibrarian@lsbu.ac.uk](mailto:askalibrarian@lsbu.ac.uk)
Questions