

Economics Postgraduate Diploma Library induction

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Welcome to the Library!

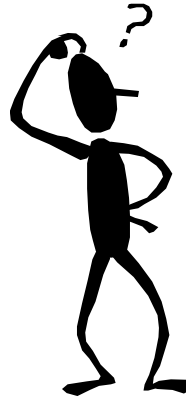


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What this induction will cover

- Library facilities and services
- How to find books and journals - Encore
- Your Library account
- Accessing databases



But firstly...



Where can you find help?

- Library website
- Library Help Desk on Floor 1
- IT Services help desk on Floor 1, for help with printing or PC problems
- Your Academic Support Librarian – guidance with subject-specific enquiries

Get Started

Take a tour

During the first **two weeks** of term you can sign up for a tour of the Library. Get Started tours give you the opportunity to familiarise yourself with Library facilities, meet staff and find out more about your course resources.

Tours last for 20 minutes and will run at regular intervals. Tours start on floor 1 of the Library.

Bookings will be available shortly.



Get Started

Get Started checklist

Get started on making the most of your Library. Use our weekly checklist to guide you.



Week one

1. Visit the Library's study spaces

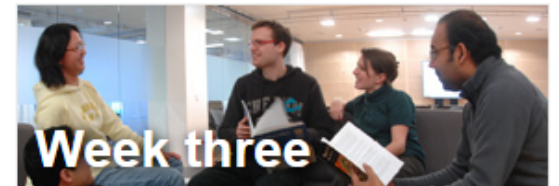
The Library is more than just a single location, so take the time to investigate the different **study spaces** to find the place that suits you (comparison chart).



Week two

5. Find your reading in the Library

Get to grips with the different ways to use the Library's search engine, **Encore**, to **find your text** in the 1.2 million printed volumes available and learn about the different types of loans.



Week three

8. Get to know the library staff

Find out more on how the Library can **help you** with your studies and who is available to help.

- **Staffed service hours**

go.warwick.ac.uk/lib-getstarted

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Search

Using the Library

Students

Staff

Subject support

My Library Account

Tips for researchers

Catch up with **BiteWISE**, our monthly series of tips for anyone engaged in research at Warwick.



Information videos

Tips for researchers

Discover our collections

Rare books & special collections

Opening hours information

Opening hours & current refurbishments

Library facilities

- Different study areas to meet your needs
- Quiet study areas, and 2 silent reading rooms
- Informal group study areas on Floors 1 and 2 where you can also take hot or cold drinks and cold food
- PCs and wireless access to the Internet



Opening hours?

- Main Library open from 8.30 a.m. to midnight every day apart from certain public holidays
- Staffed services from 8.30 a.m. to 9.30 p.m.
- The Postgraduate Hub, in Senate House, Monday to Friday, 9 a.m. to 8 p.m.
- The Learning Grid in University House, open all day every day except 25th December
- Also Learning Grid Rootes and Learning Grid Leamington, open in term time

Traditional library areas for quiet study





**Social areas for
group study**

Learning Grid action shot!



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15 11:04 AM

Finding and borrowing books

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Search the catalogue and select the link to the title you want -

Catalogue **Articles**

Results 1 - 2 of 2 for obstfeld foundations macroeconomics

Sorted by [Relevance](#) | [Date](#) | [Title](#)

Refine by:

Format

- [Print Book \(1\)](#)
- [E-Book \(1\)](#)

Collection


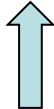
- [All Collections \(2\)](#)
- [E-Resources \(1\)](#)
- [Learning Grid \(1\)](#)

Location


- [Main Library \(1\)](#)
- [Internet \(1\)](#)
- [Learning Grid \(Uni. House\) \(1\)](#)
- [Short Loan \(1\)](#)

Language

- [English \(2\)](#)

 **Foundations of international macroeconomics / Maurice Obstfeld, Kenneth Rogoff** 




Obstfeld, Maurice.


 | 1996

Available at Main Library (HF1359.O27) plus 6 more [see all](#)


[Request a hold](#)

[Book it](#)

Additional actions:
  




 **Foundations of international macroeconomics [electronic resource] / Maurice Obstfeld, Kenneth Rogoff**

Obstfeld, Maurice.

 | 1996

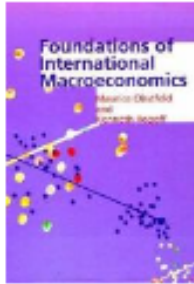
Available at Internet [see all](#)

[Connect to EBSCO e-book](#)

Additional actions:
  

Note the location; the classmark or number on the spine of the book; loan type and status

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Foundations of international macroeconomics / Maurice Obstfeld, Kenneth Rogoff
 Obstfeld, Maurice.
 | MIT Press | 1996
 Available at Main Library (HF1359.O27) plus 6 more

Request a hold

Book it

Additional actions:

Item only show available

Location	Classmark	Barcode	Loan Type	Status
Main Library	HF1359.O27	97129755	STANDARD	AVAILABLE
Main Library	HF1359.O27	97129739	3 DAY LOAN	AVAILABLE
Main Library	HF1359.O27	07010605	3 DAY LOAN	AVAILABLE
Main Library	HF1359.O27	07010591	3 DAY LOAN	AVAILABLE
Main Library	HF1359.O27	07010583	3 DAY LOAN	AVAILABLE
Main Library	HF1359.O27	11253940	STANDARD	DUE 24-09-14
Main Library	HF1359.O27	11253959	STANDARD	DUE 11-10-14
Learning Grid (Uni. House)	HY 100.O2	09051120	GRID USE ONLY	AVAILABLE
Short Loan	HF1359.O27	00214191	SHORT LOAN	AVAILABLE

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Where are the books???

- **Floor 2 extension – Maths, Science and Medicine**
- Floor 3 – Arts and Humanities
- Floor 4 – Law and Education, plus UK Government publications, the European Documentation Centre and printed statistics
- **Floor 5 – Social Sciences**, including Economics, Business and more!

Yet more in print – for reference

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- Economics dictionaries and encyclopedias are near the lift lobby on Floor 5
- Economics journals are on Floor 5, with other Social Science titles, arranged by title, A-Z
- Journals published before 2000 or older books may be fetched from the Library store

Other book locations? Don't forget...

- **Pamphlets** – small books kept in boxes, on the same floor, in a separate section
- **Oversize** - tall books shelved separately, on the same floor
- **Reference** - dictionaries, encyclopedias and other books not for loan, shelved separately on the same floor
- **Short Loan** – Floor 1
- **Learning Grid** – reference copies of textbooks, in University House

Borrowing books - key facts...

- You may borrow up to **20** books at one time, (25 in Term 3)
- Plus **2** from the Short Loan collection (overnight or for a weekend)
- Standard loan = 8 weeks; plus copies for 3-day loan
- Watch out for **finer** – it pays to bring books back on time
- **Short Loan fines** are the highest - £1 per hour or part of hour
- Please bring the books back on time to avoid fines!



More tips on borrowing books

- **Reminders** - we will send a message to your Warwick e-mail one day before your book is due back
- **Recalls** – we also e-mail you if another student has placed a hold on a book which you have borrowed – you will have one week to return it, if it is a standard loan copy
- You can extend a loan by **renewing** your book online, as long as no other student has placed a hold on it

What if someone else has the book you need?

- You can place a **hold** on the book, online
- We ask the other reader to return it within one week
- Check your University e-mails to see when the book is available to pick up
- It will be shelved in the Short Loan area for you to collect

Check your University e-mails and your Library account frequently!

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Your Library Account

- Shows which books you have borrowed and when they are due back
- Allows you to renew your loans
- Tells you which books you have on hold – reservations
- Gives details of any fines owing
- Check it regularly and you need never incur a fine at all!





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Search

Using the Library

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Improved article search

The article search in Encore, the Library's discovery service, has been upgraded. **Find out** about our new and improved service.

Upgraded search facility for Encore
Improved article search

Open Access
Increase your research visibility

MRC archives
First World War 100

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Scanned extracts for your module reading

- Additional extracts or articles may be scanned and put online to help you find them
- Select **Search** on Library Home page
- Select **Course Extracts**



*

Search

[Encore](#)[Databases & articles](#)[Course Extracts](#)[Archives & digital resources](#)

For students:

Course Extracts are chapters and articles that have been digitised for your course of your department.

Please note: you can access only the extracts of the modules for which you have

[Go to Course Extracts](#)



For staff:

Databases are a great way to find...

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- Journal articles
- Books
- Data
- Newspapers

Tips for researchers

Catch up with **BiteWISe**, our monthly series of tips for anyone engaged in research at Warwick.



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Top tip - never pay to download an article from an internet site – it can cost £30 or more!

- Check **Encore** to see if we take the journal in which the article appears
- Try **Article Reach** to obtain it **free** from another Library
- Or contact me to help you find alternative good articles, also completely **free**



You can always contact your librarian through the Library website 😊

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- E-mail is the easiest way to contact me
- You can also phone or ask staff at the Floor 1 help desk to see if I am free
- helen.riley@warwick.ac.uk
- 02476 572712
- Library@Warwick.ac.uk for general questions

