



**1,328**

A BIG **THANK YOU** TO **1,328** students who responded to this year's **Library Survey of Undergraduate Students**. Highlights are presented as below:

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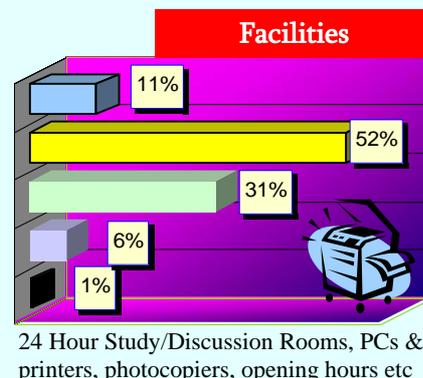
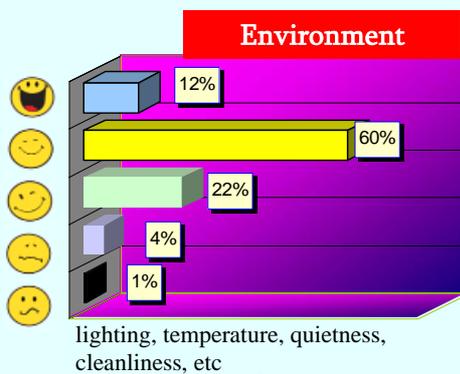
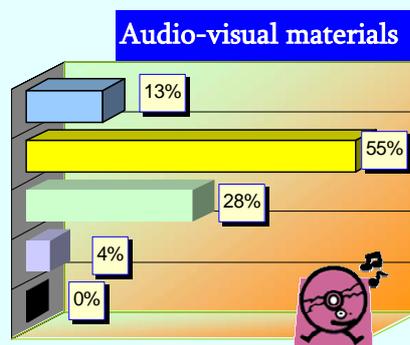
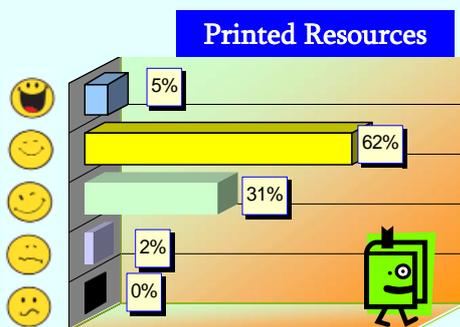
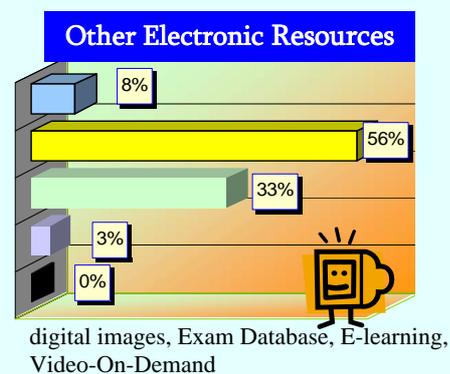
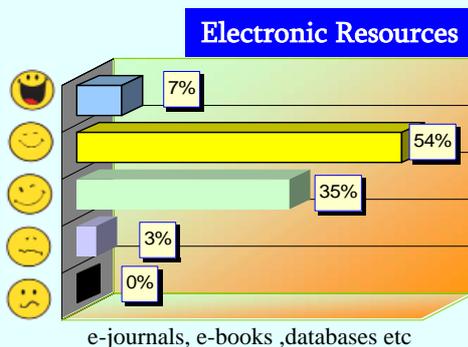
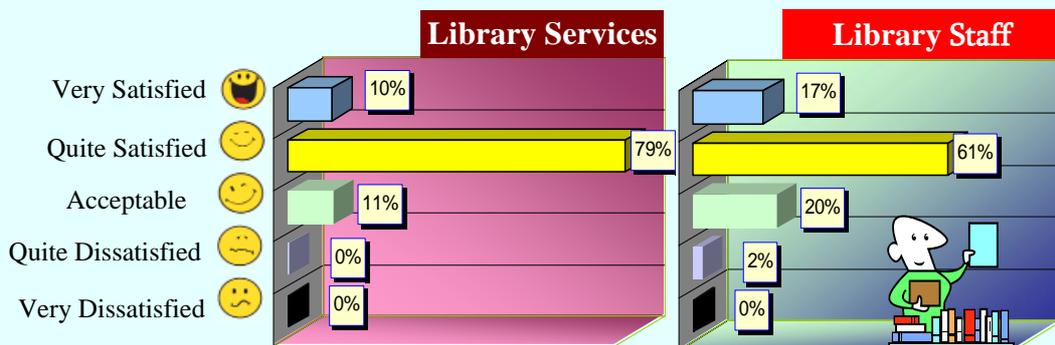
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### 2003/2004

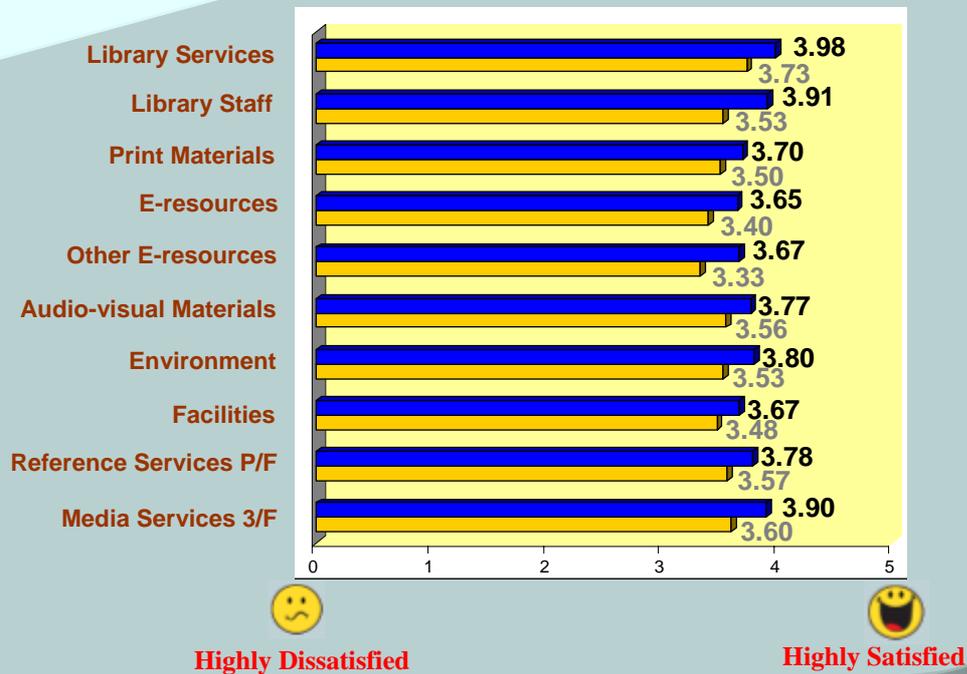
#### Library User Satisfaction Survey

This year, the Library has joined hands again with the PolyUAC of the 10<sup>th</sup> Students' Union in conducting its annual User Survey of Undergraduate Students.

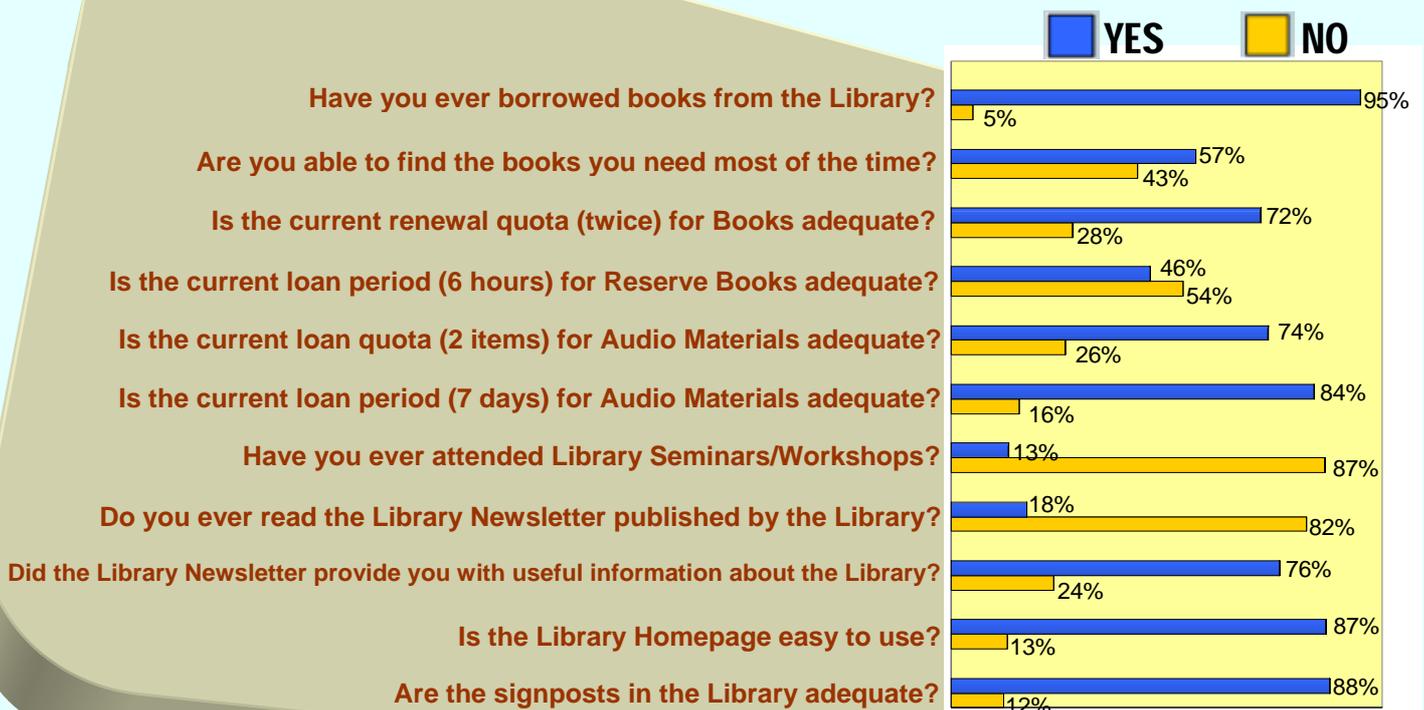
## Overall Satisfaction



# Comparison with Previous Year



# Use of the Library



## *Questions / Comments raised in the Library Survey & Our Responses*

- Q** Can we have more photocopiers and printers please?
- A** Subject to the availability of funds, more photocopiers and printers will be provided. LAN printing will also be extended.
- Q** What about more PCs with Microsoft Office?
- A** More PCs have been added. A total of 12 PCs with Microsoft Office are now provided for use in the Media Services Section (3/F) of the Library.
- Q** It is difficult to find AV materials!
- A** Guides on searching AV materials, local TV programs and fashion & textiles as well as on AV loan policy, AV facilities and online AV materials will be available in print and on Library Homepage soon.
- Q** It's too cold... it's too hot... and it's too dark. Can you help?
- A** With the installation of a new water chiller system in the Library, temperature and ventilation is expected to be improved. An enhancement project is also underway to provide additional lighting to dim areas.
- Q** Can you keep the Library quiet? Can we use mobile phones in the stairways?
- A** While we encourage students to be considerate of other students' need for a quiet place to study, the Library will step up its effort in noise control. An anti-noise campaign would be launched during examination period. To maintain a quiet environment for study, the mobile phone regulation will not be relaxed. No mobile phones in the stairways please.
- Q** Is it possible to buy more copies of core textbooks?
- A** A maximum of 7 copies are already provided for core textbooks under normal circumstances. In fact, PolyU Library is the only library in Hong Kong that buys multiple copies of textbooks. As it is impossible to provide every student with a copy, students are expected to buy their own textbooks.
- Q** Would you consider adding more movies?
- A** No problem. Students are welcome to send their recommendations to the Library.
- C** We do not know much about Library Workshops or Library Newsletter.
- A** More efforts will be paid to publicize our Workshops and Newsletter. Remember, all Workshops announcements and Newsletters are always posted on the Library Homepage.

How should I prepare for my job interview?  
Am I really ready to take up the post?  
how to write up my resume!

Please **help!!**

**Help is available here !**

**Information Signposts**

**Using Library Resources for Job Hunting**



## Planning Your Career



### Books

Find more books ...

Subject: [Career Development](#)

Call No.: HF5381..., HF5382..., HF5384...



### Web sites

Find more web sites ...

Search Terms: [Changing Careers](#) (Google),  
[Career Planning](#) (Yahoo)



### Audio-visual

Find more AV materials ...

(Please select **Audio Visual**  
**Collection in the Search Menu**)

Subject: [Vocational guidance](#)

Call No.: HF5381..., HF5382 ...

## Information Gathering



### Books

Find more books ...

Subject: [Corporation Reports](#)

[China Hong Kong](#) (Annual reports  
of listed companies) [Job Vacancies China](#)  
[Hong Kong](#) (Employment Statistics in  
Hong Kong)

Call No.: HF5263.A3 L36, HD5833...,  
HD8752...



### E-databases

Find more information on  
company profiles and relevant  
topics by using e-databases...

[Economist Intelligence Unit](#),  
[Perfect Analysis](#),  
[South China Morning Post](#),  
[Oxford Reference Online](#)



### Departmental reports

Find latest development

and statistics of the Government departments ...

more information on the [Hong Kong China](#)  
[Economic Conditions Periodicals](#),  
[Hospital Authority Hong Kong China Periodicals](#)

Call No.: DS796.H7H66, RA990.H6P76...

## Job Hunting



### Web sites

[Civil Service Bureau](#), [HKSAR](#), [Interactive Employment Service](#), [Job Market](#), [信息产业部 IT 人才网](#) ...

## Preparing Resume



### Books

Find more books ...

Subject: [Resumes \(Employment\)](#), [Cover](#)  
[letters](#)

Call No.: HF5383 ...



### Web sites

Find more web sites ...

Search Terms: [Resumes and Portfolios](#)  
(Google), [Resumes](#) (Yahoo)



### Audio-visual

Find more AV materials ...

(Please select **Audio Visual**  
**Collection in the Search Menu**)

Subject: [Resumes \(Employment\)](#), [Job](#)  
[hunting](#)

Call No.: HF5382, HF5383 ...

## Polishing Interview Skills



### Books

Find more books ...

Subject: [Employment](#)  
[interviewing](#), [Employees](#)  
[Recruiting](#)

Call No.: HF5549.5.I6 ...



### Web sites

Find more web sites ...

Search Terms:  
[Interview Advice](#)  
(Google), [Employment](#)  
[Interviewing](#) (Dept. of  
Labor, US)



### Audio-visual

Find more AV materials ...

(Please select **Audio Visual**  
**Collection in the Search Menu**)

Subject: [Employment](#)  
[interviewing](#), [Job hunting](#),  
[Employee selection](#)

Call No.: HF5549.5.I6 ...



### TV-programmes

Find more TV-programmes ...

(Please select **Local TV**  
**Collection in the Search Menu**)

Subject: [Job hunting China Hong](#)  
[Kong](#)

Call No.: 18552 VCD, 18424

VCD, 18734 VCD ...

## Getting Ready for Interview



### Books

Find more books ...

Subject: [Employment tests](#), [Occupational](#)  
[aptitude tests](#)

Call No.: HF5549.5.E5...,  
BF176.T43..., BF698.5...



### Audio-visual

Find more AV materials ...

(Please select **Audio Visual**  
**Collection in the Search**  
**Menu**)

Subject: [Employment tests](#) [Problems](#), [exercises](#), etc.  
[Interactive multimedia](#), [Intelligence tests](#) -- [Interactive](#)  
[multimedia](#)

Call No.: BF39 .P79, BF431 .T47 ...



### Street maps web sites

Find more online maps ...

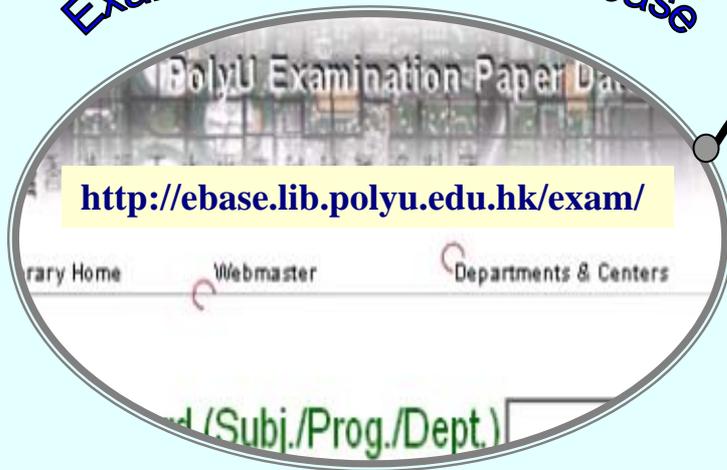
[HK ST.MAP](#), [Hong Kong](#)  
[Map](#)

**Good Luck !**

# It's Exam Time !

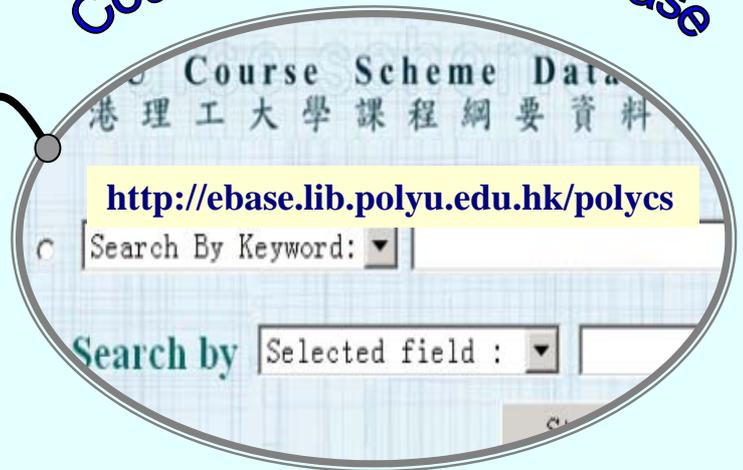
2 Databases to help you  
with your Exam

## Examination Paper Database



The Examination Paper Database includes the full-text images of the past examination papers received by the Library from 1995 onwards.

## Course Scheme Database



You may search the Course Scheme Database to find the course requirements, curriculum and assessment scheme for the courses you are taking.

### Keyword Search & Field Specific Search

using:

- Subject Code
- Subject Title
- Programme Code
- Programme Title
- Department

Opening Hours Extended

During the Exam Period from 24 Apr 2004 to 21 May 2004,  
the Library will extend its Opening Hours as follows:

**Mon – Fri:** 8:30 am – 11:00 pm  
**Sat/Sun:** 8:30 am – 7:30 pm

## Library Certification Programmes

Join our Library Workshops and obtain a **Certificate!!**

Thank you very much for your support. While some of the workshops are already fully booked, seats in the other sessions are going fast. If you are interested in joining our workshops, please act now!

<http://www.lib.polyu.edu.hk/seminar/libseminarapr04.html>



# Attention!!

**A certificate will be awarded to participants who have attended 3 workshops.**

### Request your own workshop

Please note that for a group of 10 or more students, you may **request** a library workshop on a specific topic of your choice – any queries on information searching, ways to identify, search, evaluate electronic resources, organizing search results, strategies in handling a research project etc.

Online request form is available via the Library Homepage. <http://www.lib.polyu.edu.hk/seminar/semlogin.html>

### Library Workshops in April

Code	Topic	Time	Date	Location
<a href="#">LS006</a>	Accessing Dissertations Around the World	10:30 am - 11:30 am	(Tuesday) 6 Apr 04	Rm L017, Library
<a href="#">LS004</a>	Accessing E-journal Collections of the PolyU Library	3:00 pm - 4:15 pm	(Tuesday) 6 Apr 04	Rm L017, Library
<a href="#">LS016</a>	Searching Specialized Databases in Social Sciences	3:00 pm - 4:30 pm	(Wednesday) 7 Apr 04	Rm L017, Library
<a href="#">LS003</a>	Surfing the Internet for Useful Information	10:30 am - 12:00 nn	(Thursday) 8 Apr 04	Rm L017, Library