The Library welcomes you (or welcomes you back) to PolyU. We wish you an enjoyable and successful year, and we want to help make that happen. Below you will find useful information to help you to make a head start to use the Library effectively for your assignments and research. When you're in the Library, talk to our friendly staff if you have any questions or need help.

To get started in the Library, there are a few things you'll want to do as soon as you can:

1. **Set up your Library PIN** (Personal Identification Number) so that you can use online services such as renewal, book request, view your own loan record and history, and place new materials recommendations or interlibrary loan requests. Guide on setting PIN is available at [http://library.polyu.edu.hk/screens/pic/pic_pin.htm](http://library.polyu.edu.hk/screens/pic/pic_pin.htm) (You don't need to register for a library card to borrow books, your student/staff card is your library card).

2. **Install the VPN client in your home PC** so that you can access the Library's e-resources at home. For details, please refer to [http://www.polyu.edu.hk/its/services_facilities/dialup_06.html](http://www.polyu.edu.hk/its/services_facilities/dialup_06.html)

3. **Join the Library Orientation** (please register at the Library Information Desk [Podium Floor]). **A MUST** for learning the essential tools and techniques for library research. These skills will take you a long way and save you time and effort when conducting your information searches. Topics include:
   - Familiarize yourself with the wide variety of Library services and facilities.
   - Learn to browse – understanding the library classification scheme.
   - Learn how online library catalog works.
   - Find out how to search for journals and newspapers, and many, many more . . . .
Relocation of Serials Bound Volumes to 5/F

Users may have noticed that the serials bound volumes (class nos. TS – Z) on the 4/F were relocated to Room L501 (i.e. the triangular wing) to facilitate one-stop convenience to library users. After the relocation, all serials including both current and bound volumes are shelved on the 5/F except for some lesser used bound volumes which remain to be shelved in Compact Store 1 on the G/F.

Loan Period of Movies/Drama Series Extended

Effective 1 September 2006, all staff and students can enjoy longer loan period for movies and drama series.

<table>
<thead>
<tr>
<th>Audiovisual Collection</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Loan quota</strong></td>
</tr>
<tr>
<td>Undergraduate/Associate Degree Students &amp; General Grade Staff -- 2</td>
</tr>
<tr>
<td>Faculty Staff &amp; Postgraduate Students -- 5</td>
</tr>
<tr>
<td><strong>Loan period</strong></td>
</tr>
<tr>
<td>Movies/Drama series – 3 days</td>
</tr>
<tr>
<td>All other AV items* – 7 days</td>
</tr>
<tr>
<td><strong>Overdue fines</strong></td>
</tr>
<tr>
<td>$5 / calendar day / item (1 – 6 days)</td>
</tr>
<tr>
<td>$10 / calendar day / item (7 – 15 days)</td>
</tr>
</tbody>
</table>

*New!! Effective 1 September 2006, the Library will send date-due reminders to borrowers via email 2 days before their 7-day AV loans are due.

More PCs with Microsoft Office available in Media Services

Good news!! In response to students’ feedback collected from the Library Survey, Media Services (3/F) has added a good number of PC carrels (PCs installed with MS Office) for user’s convenience. However, as these PCs are in high demand, we do encourage students to be considerate and use the PCs in the ITS computer laboratory for assignments or homework which may take up considerable time.

LAN Printing Extended to L115 and L501

Enjoy the convenience of LAN printing! You can send print jobs from any workstations.

Effective this academic year, LAN printers/attached printers are now available in either wing on all floors of the Library.
New Acquisitions: Selected Titles

- **PN1993.S.J5 MS812 2006**
  - 発見點: 宮崎駿と動画
  - 本書詳細描述宮崎駿與動畫之間的關係,內容主要分為動畫的製作、工作的周遭、人、書、喜愛的事物等八大章節。每一章節宮崎駿提出他對於動畫的想法。

- **QB41.C7612 2005**
  - 新書: 十大級別的教育牧師
  - 本書內容主要分為教育的製作、工作的周遭、人、書、喜愛的事物等八大章節。每一章節宮崎駿提出他對於教育的想法。

- **D8796.H753 A4412 2004**
  - 哥白尼,十六世紀的波蘭牧師
  - 哥白尼是十六世紀的波蘭牧師與數學家,他是第一個得出行星與太陽並非繞地球而旋轉的這個結論的科學家。這撼動人心的理論,揭開了下一波科學革命的序幕,奠定了伽利略、牛頓等後継科學家成就的基礎。

- **N6923.L33 J53 2006**
  - 達文西是一位集讚譽與爭議於一身的天才畫家,更是一位跨生物、天文、科學、建築、機械等領域的發明奇才!本書從歷史與科學、理性與感性、聖潔與沉淪等不同面向,解開達文西一生的謎題。


- **DS796.H757 Z426 2006**
  - 1941年12月至1945年8月的日治時代是香港歷史中黑暗的一頁,本書記錄了香港市民在日治期間所經歷的困苦,同時帶出香港人在惡劣情況下,依然繼續努力生活的堅毅和生命力。

- **HF5548.34.H36 2006**
  - This handbook is the premier reference source for the latest research and scientific findings in the mobile business.

- **H62.R445 2006**
  - This book covers the principles of ergonomics in systems design and evaluation and provides a comprehensive approach to the prevention of work-related musculoskeletal disorders.

- **TP370.4.H38 2006**
  - This handbook explores scientific data of immense complication and complexity. It is an essential reference on food science for professionals in the government, industry, and academia.

- **A 4-volume set on Research Design providing an overview of research design for the social sciences, focusing on the purpose, nature, and types of research design.**

- **A 4-volume set covering web site addresses, mailing addresses, and telephone, fax, and toll free numbers for important U.S. businesses, associations, educational and research institutions.**

- **REF TK5105.888.W43 2006**
**ENCYCLOPEDIAS:**

This encyclopedia includes current concepts, trends, challenges, applications, and dot-com experiences in the field of e-commerce, e-government, and mobile commerce.

REF HF5548.32.E53 2006

This 6-volume set is a repository of the biomedical engineering (BME) knowledge base.

REF R856.A3 W55 2006

This 2-volume set offers a comprehensive and topical account of physics and the physical world.

REF QC5.E545 2005

This encyclopedia is the definitive reference on the availability and exploitation of fresh water resources through population increase, pollution and degradation of resources.

REF GB655.E527 2005

This encyclopedia provides a comprehensive overview of health psychology.

REF R726.7.E53 2004

This resource covers a wide spectrum of concepts, people, and organizations related to economic globalization.

REF HF1359.O28 2006

The ultimate resource on inorganic chemistry.

REF QD148.E53 2005

This encyclopedia contains concise definitions of key terms and short biographies of key theorists to comprehensive surveys of leading concepts, debates, themes and schools.

REF HM425.E45 2006

This work offers latest research and practices in the chemistry, physics, biology, and analysis of soils, soil quality, agricultural and sustainable development, environmental quality, natural resource management, and ecology.

REF S592.E53 2006

This encyclopedia is an ideal reference companion for materials scientists and engineers with an interest in magnetic and superconducting materials.

REF QC764.52.C66 2005
What kinds of e-books are available from the Library?

The Library is proud to present its e-book collection of over 115,700 titles comprising e-books from the following collections:

- Apabi -- Over 49,000 Chinese e-books
- Books@Ovid -- Medical and Nursing e-books
- CRCnetBASE -- 350 full-text reference books by CRC Press
- Knovel Basic -- Science and Engineering e-books
- MD Consult -- Medical reference e-books
- NetLibrary -- Over 40,000 titles covering a wide variety of subjects
- Safari Tech Books Online -- Over 2,600 popular titles on IT and Computer Science
- SourceOECD -- Full-text access to all OECD printed books, reports, periodicals and statistics
- SpringerLink -- Over 2,300 titles related to the scientific, technical and medical (STM) fields

Why use e-books?

An e-book is the electronic version of a printed book. In comparison with the printed books, e-books have a number of advantages. For example,

- Text in e-books is entirely searchable
- E-book is easier and quicker to navigate
- If a reference is made in www, you can go there immediately
- E-book takes up little space
- E-book is portable and accessible 24x7
- Content can be downloaded
- E-books are generally more current and relevant because they are quick and easy to produce when compared with the print version

So don’t miss out on this great resource. Try them out at once!

Where can I access the Library’s e-books?

1. On the Library Homepage, select Electronic Resources >> E-books

2. Select the Collection you wish to view and follow the instructions on screen.
As you conduct your research, you will often need to find specific data or statistics about your topic. Sources of statistical information are vast and varied and can be published in printed or electronic format. Many statistics are now available online as governments and organizations increasingly publish their data on the Internet.

Try this signpost to locate books about statistics (covering theory and methodology) in the Library collection and also as a starting point to find various types of statistical sources.

Let the Library Purchase Your Favourite Books!

The Library welcomes book recommendations from all users. So if you can’t find your favourite books in the Library next time, send us your recommendations. Simply complete the recommendation e-form (http://www.lib.polyu.edu.hk/bookrec/) on the Library’s homepage or use the recommendation forms available from the Information Desk (P/F) of the Library.
# Know Your Faculty/Schools Librarians

<table>
<thead>
<tr>
<th>Faculty / School</th>
<th>Department/Unit</th>
<th>Faculty/Schools Librarian</th>
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<tr>
<td>Applied Science &amp; Textiles</td>
<td>Applied Biology &amp; Chemical Technology&lt;br&gt;Applied Mathematics&lt;br&gt;Applied Physics&lt;br&gt;Institute of Textiles &amp; Clothing</td>
<td>Mr Anthony Ho&lt;br&gt;(2766-6860)&lt;br&gt;<a href="mailto:lbaho@polyu.edu.hk">lbaho@polyu.edu.hk</a></td>
</tr>
<tr>
<td>Business</td>
<td>Graduate School of Business&lt;br&gt;Logistics&lt;br&gt;Management and Marketing&lt;br&gt;School of Accounting and Finance</td>
<td>Ms Josephine Lee&lt;br&gt;(2766-6859)&lt;br&gt;<a href="mailto:lbjolee@polyu.edu.hk">lbjolee@polyu.edu.hk</a></td>
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<td>Communication</td>
<td>Chinese &amp; Bilingual Studies&lt;br&gt;English&lt;br&gt;English Language Centre&lt;br&gt;General Education Centre</td>
<td>Ms Susanna Tsang&lt;br&gt;(2766-6858)&lt;br&gt;<a href="mailto:lbstsang@polyu.edu.hk">lbstsang@polyu.edu.hk</a></td>
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<td>Building &amp; Real Estate&lt;br&gt;Building Services Engineering&lt;br&gt;Civil &amp; Structural Engineering&lt;br&gt;Land Surveying &amp; Geo-Informatics</td>
<td>Miss Gwendolin Wong&lt;br&gt;(2766-6852)&lt;br&gt;<a href="mailto:lbgwemwg@polyu.edu.hk">lbgwemwg@polyu.edu.hk</a></td>
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<td>Mr Eric Tsang&lt;br&gt;(2766-6886)&lt;br&gt;<a href="mailto:lberictg@polyu.edu.hk">lberictg@polyu.edu.hk</a></td>
</tr>
<tr>
<td>Health &amp; Social Sciences</td>
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<td>Vacant</td>
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<tr>
<td>Design</td>
<td>Design&lt;br&gt;Hotel &amp; Tourism Management</td>
<td>Miss Kitty Siu&lt;br&gt;(2766-6908)&lt;br&gt;<a href="mailto:lbkitty@polyu.edu.hk">lbkitty@polyu.edu.hk</a></td>
</tr>
</tbody>
</table>
Library Workshops in October

To enhance your searching skills, all are welcome to join one or several of the following Library Workshops in October:

- Learn how to search the Library Catalogue effectively: Some advanced techniques and features
- Surfing the Internet for Useful Information
- Accessing E-journal Collections of the PolyU Library
- Accessing Dissertations Around the World
- Accessing E-book Collections of the PolyU Library

and many more...
Please watch out for our announcement via email!!

PolyU Education Info Day (30 Sept 2006)

PolyU will be holding the annual Education Info Day on 30 September (Saturday) this year. Come and visit the Library Booth in the PQ wing or take a guided Library Tour with your friends and family. Lots of fun and games!! And prizes too!!!

Coming Soon in December!
The New Library Homepage

The Library is in the process of redesigning its web site. The Library web pages will be completely revamped. Navigation around the site should be much easier and the organization of e-resources clearer. The Library plans to roll out these new pages gradually in December this year. So watch out for the new Library Homepage. Try it out and let us know your views!!

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