# 

# Library and Information Service

Academic Staff

- Information Services
- Research Support
- Support in Teaching and Learning

n

• General Library Services

<u> It all starts here<sup>®</sup></u>

# **Information Services**

• Experienced Faculty Librarians are available to support you. Go to Subject LibGuides and Ask Us!

on & Research

- Academic staff and researchers may borrow 20 books for a period of 3 months.
- Books or articles not locally available can be requested from other libraries via Interlibrary Loans.
- Scholarly information sources are available via the library web page. All registered students and staff members have off-campus access.
- eResources are mobile accessible mobile
- The Library subscribes to the most important scholarly databases.

### Is the Library subscribed to a journal?

Use the A-Z Publication Finder to determine whether the Library has access to a journal in printed or electronic format.

# **Research support**

Link to the Library Research Support web page - we support in every step of the research process:

### **Preparation and Gathering phase**

• Our Faculty Librarians assist with literature searches.

# Advantages of information in the scholarly databases:

Consult LibGuides where eResources are listed by subject.

You will find sound academic information.

This information is not available for free on the internet the Library pays for access.

The databases are stable and information is always available.

The information sources have been evaluated and approved.

No academic should do research without it.

### **Creation phase**

- Training sessions on EndNote are provided.
  - Assistance is given on the use of the NWU Postgraduate MS Word Template and NWU Referencing Guide.
  - Data analytic tools are available on computers in the Research Commons.
- Use these tools to create, manage and analyse your research results.

# Information & Research services

#### **Preservation of research**

 The NWU LIS hosts the open access Institutional Repository to assist with preservation and indexing of research output, resulting in increased visibility and impact of NWU research.

#### **Publishing phase**

- Select accredited journals.
  - Faculty Librarians assist with Journal Impact Factors and Guidelines for Authors.
    - The NWU LIS is committed to Open Access.

#### Impact of research

 Faculty Librarians assist with ORCiD's, bibliometrics, H-index and NRF-ratings.

# Support in teaching and learning

#### **Course reserves**

• Books and electronic copies of study material can be reserved for class groups.

#### **Prescribed books**

• Prescribed books are purchased every year and form part of the Study and Reserve Collection at Loan Services.

#### eFundi

• The library is visible within the e-learning environment. Contact your Faculty Librarian for more involvement.

#### **Training sessions**

- Students are trained to use relevant scholarly information sources.
- Contact your Faculty Librarian to arrange for a training session.

#### **NWU Examination Papers**

• For the convenience of users, the Library created an exam paper database, available on the library web page. Papers are available from 2003.



# **General Library Services**

## Ordering of books

Contact your Faculty Librarian for assistance. Contact the Manager: Information Resources at 018 299 2792 in connection with orders or available funds.

## Technical Support

The LIS offers support and expertise on library related systems, repositories and databases. For enquiries about this, or other technical problems, contact the Manager: Library Systems at 018 299 2801.

## Library Access and Loan Services

To arrange for library access for diverse users, services for prospective students or letters of introduction for M and PhD students, contact the relevant Manager: Loan Services at your campus library.

# Information Services and Training

For enquiries about information services or training opportunities, contact the relevant Manager: Information Services at your campus library.

# Binding

The Library binds theses and dissertations at competitive rates. Contact 018 299 2811.

### Dedicated spaces for research

Each campus library has a Research Commons, providing exclusive access to postgraduates and researchers - catering for all research needs.

### • WiFi

For the convenience of our users, all libraries have WiFi zones.



Our libraries are wheelchair friendly and accommodate users with special needs







Building A7 018 389 2017



Building E7 018 299 2000



Building 13 016 910 3046