Library Services for students on placement / school experience

The library offers a range of services to make life easier for social work, nursing and midwifery students on placements, and education students undertaking school experience.

Before you go on placement

Make the most of your book borrowing allowance. There is no restriction on the number of long loan books which you can borrow, and you can borrow up to 10 items from the popular loan collection.

If you are not going to check your student email account while you are placement, set up a forward to send messages to an account that you will access. Email is the method used by the Library to contact you about overdue books and holds placed on items you have borrowed.

While you are on placement

You can join the SCONUL Access scheme, this allows you to apply for borrowing rights at other British and Irish university libraries. Please ask at the Information Centre for further information or see http://www.access.sconul.ac.uk/

If you are a part time or postgraduate student you can join SCONUL Access at any point, not just for periods of placement.

If you are undertaking a placement within the NHS make sure you have your NHS Scotland Athens username and password for the Knowledge Network. You may find it easier to access NHS resources while on placement.

Getting the books you want

The library will post books to your home address while you are on placement / school experience. There is a charge for postage and you must return books if they are requested by another user. Postal loans can be requested online here: http://www.stir.ac.uk/is/student/library/about/borrowing/#post

The library will also photocopy a chapter of a particular book, or a journal article and post it to you, subject to copyright. There is a charge for this service.

You can nominate another person to borrow books on your behalf if you find it difficult to get into the library

The Library is open in the evenings and at weekends, times may vary. See our opening hours online or phone 01786 466620 for details.

Renewing your books online

You can renew your books in three ways: in person at the Information Centre, by phone on 01786 466620 or using the “My Library Record” feature on the Library catalogue, http://libcat.stir.ac.uk

To use My Library Record, you will need a password. If you have any difficulties using this service, please contact the Information Centre, details below.

Other local libraries

Local public libraries are free to join and may be an additional source of information while you are on placement. All public libraries in the UK provide access to the internet, but you may have to be a member to access the computers. See the websites below for more information:


Clackmannanshire Council Libraries http://www.clacksweb.org.uk/culture/librarianservice/

Falkirk Community Trust Libraries http://www.falkirkcommunitytrust.org/libraries/

Finding information while you are on placement

Journals – how to find them

Most electronic journals are available off campus. To access, login to the Portal https://portal.stir.ac.uk/ and click on the link to the Library Catalogue. Enter the name of the journal you are looking for, e.g. British Journal of Nursing, The Curriculum Journal
into the catalogue search box and click on Submit.

**Databases – how to find them**

Most of our databases (indexes to journal articles) are available on and off campus via the Portal. See our research guides which includes recommended databases for each subject: [http://libguides.stir.ac.uk/](http://libguides.stir.ac.uk/)

**Who to contact for further help**

For IT enquiries contact the Information Centre
infocentre@stir.ac.uk 01786 467250

For help with finding information, using databases and specific enquiries contact the Human Sciences Team via the Information Centre
library@stir.ac.uk 01786 467235

For information about borrowing and renewing books, postal services and PIN numbers contact Information Centre
circ@stir.ac.uk 01786 466620

Postal Address for postal loan returns:
Information Centre,
(Postal Loans)
Stirling University Library,
Stirling,
FK9 4LA

*Information Services June 2012
Available in other formats on request*