University of Stirling Library

Guided Tour

Key
- Stairs/Lifts
- Toilets
- Information Centre/Reception
- Self Issue/Self Return
- Print/Photocopy
- Open and Group Study Area
- Seminar Room
- Disability Team Rooms
- Archive
- Catalogue Terminals
- Enterprise Zone
- Training Rooms
- Short Loan
- Popular Loan
- Long Loan
- Journals
- Quarto / Pamphlets
1. **Entrance and reception**
The entrance to the Library is located in the glass wall in the Atrium. On the right as you enter is the Reception desk. The staff here will be looking after the security of the building and will be able to direct you around the building.

2. **Self return machines**
Self return machines allow you to return your books yourselves. Follow the on screen instructions. If you have any problems, ask at the Information Centre.

3. **Catalogue terminals**
Under the 'Search' banner you will find a number of catalogue terminals. Catalogue terminals are available throughout the Library wherever you see the 'Search' sign. Use them to search the library catalogue for books and to view your Library record. These PCs cannot access any web pages other than the library catalogue.

4. **Information Centre**
The Information Centre is the main enquiry service for Information Services. We can help you make use of the Library and its services. We answer enquiries relating to the Library and also the various IT services available to staff and students.

5. **Self issue machines**
Self issue machines allow you to check books out of the library yourself. You will need your student ID card to use the machines. Follow the on screen instructions. If you have any problems, ask at the Information Centre.

6. **Short Loan collection**
The short loan collection is a collection of heavy demand textbooks and photocopies of journal articles and book chapters. Loan periods vary from 3 hours to 24 hours. There is a self issue machine located within the short loan area to allow you to check these items out yourself. Short loan items can also be advance booked via the library catalogue.

7. **Study area**
The Library has lots of open study space on every floor. You will find a mixture of desks, some with computers. The library is zoned to accommodate a variety of study styles. Level 2 is the Enquiry level, Level 3 is Quiet Study and Level 4 is Silent Study.

8. **Lightwell / study pod**
Look up! This lightwell is a new addition to the Library building. It was intended to introduce natural light into the heart of what was a very dark building. At the bottom of the lightwell is one of the custom built study pods.

9. **Print/Copy area**
There are self service printer / copiers on every floor of the Library. These allow you to pick up print jobs sent to the central print queue or to photocopy from books and journals. Get help from the Information Centre if necessary.

10. **Gannochy Trust Disability Team Rooms**
IT assessments for students with disabilities are held in one of the consultation rooms.

11. **South stair and lift**
Access to the south stair and the lift.

12. **Archives and Special Collections**
Home of our rare books and manuscripts collections, including the Lindsay Anderson Collection, the John Grierson Collection. Other collections include the works of Charles Dickens in their original serial form and a collection of early Walter Scott works. Contact the Archivist for more information.

13. **Library Seminar Room**

14. **Main stair and toilets**
This stair is the main route up to levels 3 and 4. Toilets and floor directories are located on each level of the stair.
Enterprise Zone
The Enterprise Zone has relaxed seating, 2 bookable discussion rooms and a flexible lecture space. Local entrepreneurs and business people can come and share in Stirling’s academic excellence by using the space and interacting with the expertise of staff and research groups. A regular events program is in place with guest speakers, training and skills workshops. All of this is made possible by the use of state of the art IT facilities.

Collections
The Library collections are housed on a mixture of fixed shelving and moveable shelving. The fixed shelving on Level 3 holds the popular loan stock in classmarks A-GS. The moveable shelving holds the long loan stock in classmarks A-MA and paper journals. Moveable shelves have to be handled with care. You must enter at the end with the black handles and make sure you lock the shelf on either side of the aisle you want to use by turning the black handle down.

North stair
Access to all public floors

Print/Copy area
See level 2 for description.

Open study desks
See level 2 for description.

Print/Copy area

Group Study Rooms
Each floor of the Library has a mixture of open study desks, some with PCs which can be used by anyone. Levels 3 and 4 also have a number of Group Study Rooms which can be booked by students. Use the panel on the wall outside the room you want to book or ask at the Information Centre about online booking.

Return to main stair and proceed to Level 4.
Turn right on entering from the main stair.

**Group study rooms**
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**Training Rooms**
The Library has 2 training rooms. These will be used for library training and are open access in between training sessions.

**Print/Copy area**
See level 2 for description.

**Collections**
Collections located on Level 4 include Long Loan classmarks MA-Z (on moveable shelving) and Popular Loan H-Z (on fixed shelving). Quarto, Pam, Statistics and Reference collections are also located on this level.

**Open study desks**
see level 2 for description. Walk to the other end of Level 4.

**Print/Copy area**
See level 2 for description.

**Group Study Rooms**
see description above.

End of tour, return to main stair to exit the building via level 2.