

CSU LIBRARY SERVICES

for Students on Practicum



CSU Library is **your** Library!

You can access it anytime, anywhere.

csu.edu.au/division/library/

→ Not sure where to find resources for your study?

Subject Support provides a step-by-step guide to finding resources for your assignments. It includes short tutorials on analysing your topic, and searching for books, journal articles and websites. Subject Support also provides links to resources on referencing, avoiding plagiarism, useful statistics and the latest subject news.

→ Read entire books and find thousands of journals – online!

CSU students have **free access** to thousands of online books on a wide range of topics! CSU Library has **over 40,000 online journals** that you can access to research your subject.

→ Online reference brings information to your fingertips.

Use **Online Reference** to find links to statistics, encyclopaedias, industry regulations, dictionaries, atlases, images, telephone directories and much more.

→ Request books to be sent out to you!

Did you know that when you're on prac, you can request for books to be posted out to you at your temporary address. After searching the catalogue to find the items you need, request them through the **RefTracker Form** located at: https://online.csu.edu.au/division/library/ic_copy.shtml.

→ Search the Library catalogue anytime, day or night.

Use the **Library Catalogue** to find resources such as ebooks (electronic books), online journals, great internet resources and hundreds of online reserve items.

Get a longer loan!

Students on prac can receive special loan durations to cover the **entire length of their practicum** – so if you will be away for six weeks, you can receive a loan time to cover the entire period, without having to worry about renewing your items!

your library@CSU – anywhere, anytime

→ Find extra readings for your course.

CSU Library's **eReserve** collection contains online readings that support some course subjects. Search the Library Catalogue by your subject code (e.g., BUS101) to find relevant readings.

→ Borrow up to 20 items at a time!

Did you know that you can borrow up to 20 items (books, videos or AV items) at one time? The only thing you need is a current **CSU ID card**.

→ Access book chapters and journal articles, no matter where you are.

You can request **free copies** of book chapters or journal articles from any CSU campus (including overseas locations!) to be emailed to your desktop. Use the **request a photocopy** option in the Library catalogue to ask for a chapter or article to be sent to you. Australian Copyright Legislation allows us to copy for you up to 10% or one chapter of a book (whichever is greater), and one article from a single journal issue.

→ Use My Library Record to manage your loans while away from home.

You can view and renew current loans and check the status of your holds and copy requests by logging onto **My Library Record**.

→ Borrow from a library near your prac location!

If you'd like to access another University library near you, you can register as a borrower through the **University Library Australia Borrowing Scheme** – for more information, visit csu.edu.au/division/library/how-to/faq/interlibrary.html.

→ Online assistance, whenever and wherever you need it.

The Library team are available to help you! Here are some ways to contact us:

- Use the **Ask a Question web form** to ask a Librarian for help with your study. Check out the databases of previously answered questions – visit csu.edu.au/division/library/help/web-form.html.
- Talk to other CSU students and the Library team on the **online forum** – your chance to tell the Library team what you think of Library services and resources.
- Check out the **Watch-It! Tutorials**, short videos that help you with your study.
- Develop your research skills with **InfoSkills@CSU** self-paced tutorials.
- Talk to one of the Library team in real-time with **Live Chat** or leave a message and we'll contact you. Live Chat is available from **10am – 4pm Monday to Friday**.

→ Keep up to date with new Library services, resources and news!

Twitter twitter.com/CSU_Library

Library blog csu.edu.au/division/library/research/blogs.html

LibraryNews@CSU csu.edu.au/division/library/about/publications/newsletter