Welcome!

Welcome to the second edition of Shelf Life of the academic year, and a special welcome to all of our new students.

New Multi-functional Devices (printers/copiers) in the Library

The Library has recently installed brand-new printers/photocopiers throughout the department, increasing the number of machines to seven. You told us that you weren’t satisfied with printing, so we hope that this development will be beneficial. The new machines are quicker, can print in either black and white or colour and all machines will staple. Instructions for use are available near the machines and there is further information on the Library website. If you need any assistance, don’t hesitate to ask Library Staff for help.

New for 2015: Discover@Bolton

Have you ever wondered if it was possible to search multiple electronic databases at once? Well, now you can! Discover@Bolton allows you to search across most of our electronic resources via a single interface, and access full-text where it’s included in our subscriptions. Note that this service is currently available on-campus only. Off-campus access will be available soon. Access Discover@Bolton via this link http://bolton.summon.serialssolutions.com/ or look out for the boxes on the Library website.

Learn more about the Library

Did you know the Library website has information such as the Library Performance Standards, results of Library Satisfaction and National Student Surveys, and the Library Local Plan? If you are interested in finding out more about the Library service, have a look at the ‘About the Library’ section of the Library website.
Reading Lists Online (RLO)

RLO is an online reading list service that allows you to access your reading lists via Moodle and the Library website. You should see a reading list block in your Moodle courses. If the block isn’t present ask your tutor if they are able to make it available. Alternatively you can access your lists via the Reading Lists Online link in the Quick Links menu.

Reading Lists Online allows you to:

- Access e-resources such as ebooks, ejournals and databases direct from the list
- Link direct to the Library catalogue for availability and location of print titles
- Access Google Preview for print titles if available

You can create your own profile in RLO which gives you extra functionality, such as adding notes to items in your lists.

For further information have a look at the user guide or screen cast video available at [http://www.bolton.ac.uk/library/Electronic-Resources/Reading-Lists-Online.aspx](http://www.bolton.ac.uk/library/Electronic-Resources/Reading-Lists-Online.aspx), Or contact the Subject Help Desk in the Library or by email at subjecthelp@bolton.ac.uk

Need help with referencing?

Don’t forget there is a referencing help and information in our online studies skills tutorial BISSTO [http://www.bolton.ac.uk/bissto/Home.aspx](http://www.bolton.ac.uk/bissto/Home.aspx)

Look in the Finding Information section and click on Referencing & Plagiarism to access information, examples and activities to help you develop your referencing skills.

Books with heavy reservations purchased

We are always aware that there can be times when all our copies of a textbook are out on loan. Even if you make a reservation, it’s a worry that you might not get a copy in time. We regularly check which titles have a lot of reservations, and this year we have made extra funds available to buy extra copies, and, if one is available, an ebook version.

If you have any questions about or any comments about the articles mentioned here please do not hesitate to contact a member of staff:

Library Desk: Phone: 01204 903094. Email: Learning-IssueDesk@bolton.ac.uk

Subject Help Desk: Phone: 01204 903404. Email: subjecthelp@bolton.ac.uk

[http://www.bolton.ac.uk/library/](http://www.bolton.ac.uk/library/)