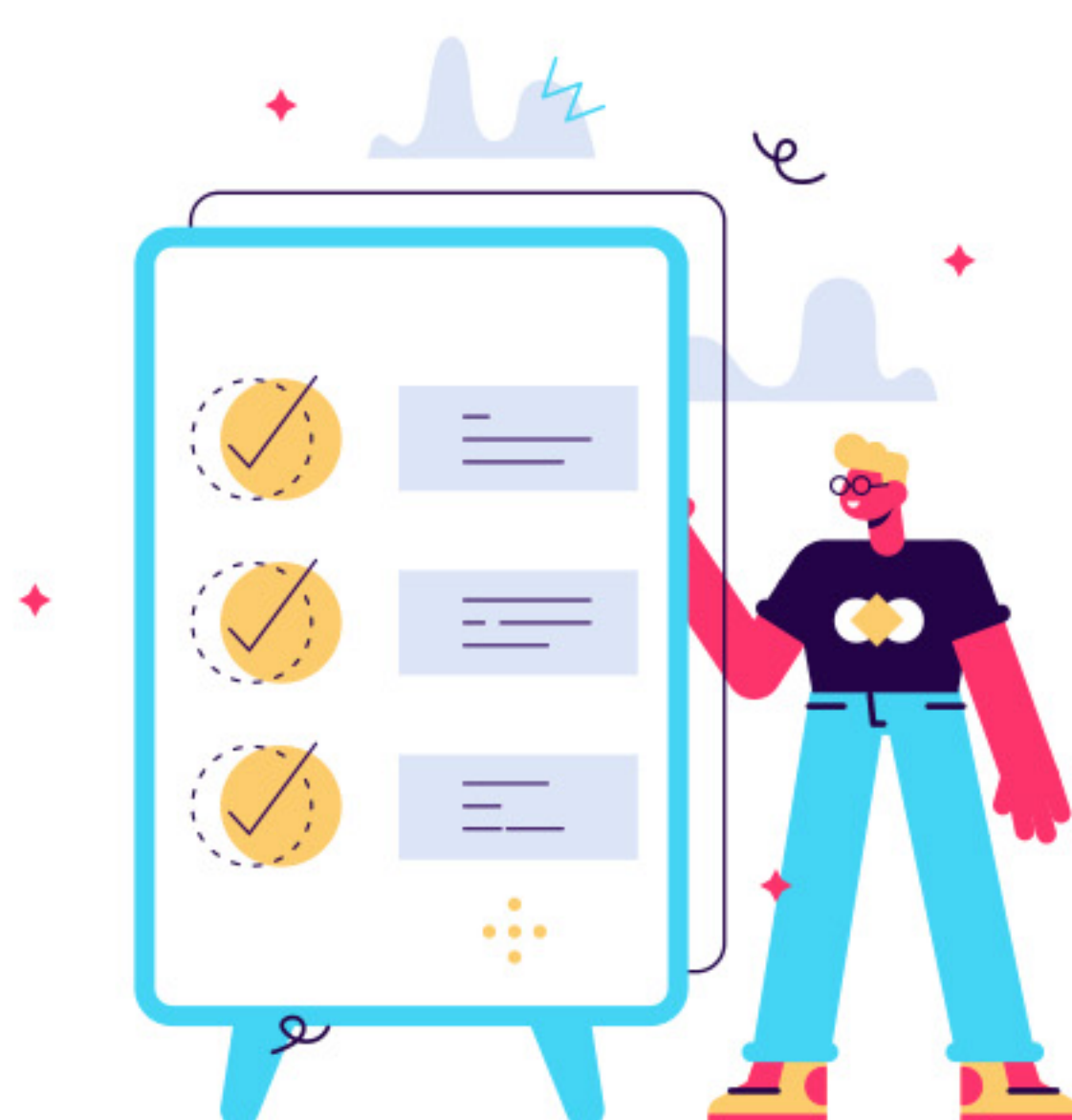


INDUCTION CHECKLIST

ALL YOU NEED TO GET STARTED AT THE LIBRARY



Use the resources linked below to complete your library induction.



Say hello to library staff.

Visit a library help desk or access [24/7 chat to a Librarian](#), so you know where to go for help.



Find relevant subject guides.

Go to the [A-Z list of resources page](#) and locate the subject guide for your course.



Locate the resource lists for your course.

Watch the video on the [resource lists page](#) to locate your resource lists for your course.



Be familiar with your discipline's referencing style.

It is never too early to consult the [referencing guides](#) to find out how to cite properly.



Use the BCU Library Search to find common resource types.

Learn how to locate books, journals and databases using the BCU Library Search: [Find Resources Guide](#).



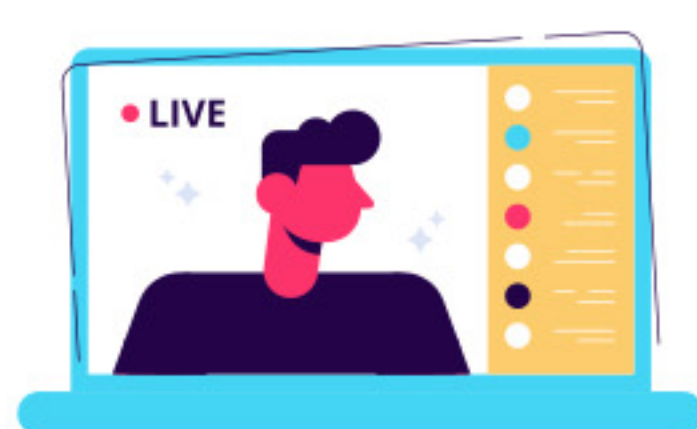
Find opening times for your preferred library.

The opening times can vary from site to site. Make sure to check the [opening times](#) before visiting the library.



Look for available study spaces.

You can study in a quiet area or seek focus in a silent room. Check the availability of study spaces and silent rooms on the [Book a Study Space](#) page.



Book a laptop or a PC.

You can borrow a laptop or a PC on certain campus locations. You will need your [Library PIN code](#). Check the [IT Support page](#) for more information.



Learn how to borrow items.

You will need your student ID card to borrow physical items from the library. Check the [Borrowing, renewing and returning](#) information to avoid late return fines.



Sign-in to access full text online resources.

The library subscribes to many books, databases and journals so you can access full text online for free. Remember to click **sign-in** before using the BCU Library Search.



Identify how you can develop your academic skills.

Do you need help to develop effective study, research and assessment skills? [BASE \(Building Academic Skills and Excellence\)](#) can offer you support and tutorials to help you succeed at university.



Review BCU's AI guidelines.

Find out more about using AI at university by reading the [BCU AI Guidelines](#).

YOU ARE ALL SET NOW. WELCOME TO BCU LIBRARY!

