At our old campus, students liked the online resources as well.

Hello students and welcome to the library. We know that you are online students but we also thought that it would be a nice idea to show you what our physical library looks like. We’re also going to have a look at some of the different study spaces in the library. We’ve got lovely group rooms with fantastic facilities. And while we look at these spaces it would probably be a good idea for you to reflect on how you like to study as well and the sorts of things you might want to set up at home, and also how you manage your group study which you can do through the discussion threads in Blackboard. You might be able to set some time up with other students who may live more locally to you and just bear these things in mind as you start on your studies.

There are lots of places in the library where students can go for help and online students can do this too. Our contact details are easy to find on the website. Searching the library’s discovery system comes up with results in many formats. Most of our material isn’t on the shelves but it’s provided online. This is great for all of our students and of course you can access them all the time. The library also scans chapters or readings from textbooks when requested by academics, of course, and you will find these here also and most likely linked from Blackboard.

(Pointing to shelves) And this is where the library collection starts. This is the start of our book collection. You can see that there are numbers on the books here and these put the books into a special sort of
subject order so if you find one book that really interests you, the books on either side are bound to as well.

You’ve had a quick tour of the library, physically, and now have a picture in your mind of what it looks like. So now, let’s have a look at the library website.

Here’s the library website. There are many ways you can get here. Perhaps you want to use the quick link directly from the Swinburne website. All of our resources are specially selected, quality assured and useful for researching your assignment topics. Before showing you how easy this is, let’s have a look at some of the links.

First off, the Borrowing link. Swinburne Online students are welcome to use the campus libraries in person but if you live too far away to do that and you would like to, follow that borrowing link to the web request form if you want to use the postal service. So go to Postal Delivery, Swinburne Online. Your units are all online and we are sure there is enough online material in the form of e-books, online databases of journal and newspaper articles, digitised media so that you won’t even have to think about the hardcopy collection but we also know that there are some students who really like books and we don’t want you to miss out. So just place a request by filling out the web request form here.

So go back to the library website and explore a few more links. So, first off, Contact, yes we have a phone number and we have an email service and we have a web form here, which is great if you are having problems finding information for your assignments.

We have a Databases/ Journals link and this includes subject or alphabetical lists of the 400 databases that we subscribe to here and we’ve got some popular ones linked down below here.

Subject Guides. If you’re not sure which database to use for your topic and what links for online dictionaries, encyclopaedias, e-books, reputable websites and so on, this is a great place to help you get started. Just click on the link and you can just expand on the topics by clicking on these plus signs (+) at the side.

Referencing. An important part of academic writing at university is referencing and will ensure that you do not accidentally copy another person’s work. Information on referencing will be provided during your studies and we have great resources here such as the link to the Harvard Style Guide, link to the APA
website and we have a really nifty Referencing tool here that gives you examples for both Harvard and APA. It should help you a lot.

Now, finding information. All you need to do is type some keywords into the library search box, right here, and once your results appear, you’ll be able to refine. So for example, we’ve already typed in online communication and we’ll do a search. So, it’s come up with nearly a million results here. These all look like articles. What you can do, though, is refine. So let’s say we’ll refine our search to Ebooks. So we just wait for the results to appear. Okay, so it’s narrowed it down to just under two and a half thousand. But as you can see, you can view all of these or most of these online. I believe with this one here, Online Communication and Collaboration, we’ve got multiple versions. We’ve got the hardcopy plus we have the e-books as well. So searching can be as simple as this.

Now, back to the library website. So, underneath our search box, we have some links. So EBSCOhost. EBSCO is a great collection of databases. It’s a great favourite with our students. The databases cover pretty well every topic covered at our university. This is easy to get into and you can also download a mobile app and it has a very user friendly look about it so it’s no wonder it’s a favourite.

Google Scholar is also very popular and we link to this from here because if you search Google Scholar from our website you’ll be automatically setting up your preferences so you’ll see what’s available full text in most of our databases and you won’t be expected to pay. Google Scholar is vast but it doesn’t include everything we have so it’s worth your while searching through our databases as well.

So this has been a very quick race around the library website. I suggest you have a longer look in your own time and we hope that you enjoy using all of our resources.

Good luck with your study, students, and contact the library if you need assistance.