

## Library Induction Transcript

### Slide 1

- Welcome to Keyll Darree Library's Online Induction
- The library is Staffed from 9am to 5pm Monday to Thursday, and 9am to 4pm on Fridays.

### Slide 2

- However 24/7 access is available to Manx Care and DHSC staff via a proximity card, the library has a self-service machine, so loans can be made out of hours. Please speak to a member of staff for more information.

### Slide 3

- There are a variety of study spaces in the library, including group work desks, individual study corrals, and a quiet study room.
- Cooil Darree hub room is a bookable space which is perfect for solo study or small meetings. There is a large screen with smart pens, laptops for loan, and an adjustable table to suit your group size.
- If you need a bit of time to decompress, visit the wellbeing section at the back of the library – a comfy space partitioned by screens with books, colouring, and cosy cushions.

### Slide 4

- Our IT facilities include both government and off network machines, a smart TV, scanning, printing, photocopying, free wifi, and laptops to loan within the library.

### Slide 5

- The library has a range of stock, including more than 10,000 books, and over 200 journal subscriptions, we also have access to seven databases which can be accessed via Athens.
- There are a few different way to check out our resources.
- If you're looking for our books, games, and DVDs, [kdonline.gov.im](http://kdonline.gov.im) is a one stop shop. You can also log in using your KD number and pin to reserve, renew, and check your loan history.
- For finding online resources such as eBooks or specific articles you'll need KD Discovery. Log in with your Athens, enter the title or topic you're searching for and see our relevant online and print resources.
- To find out if we have access to a specific journal, you can use the publication finder, after logging in with your Athens, you can see the access options for each journal, including any embargos.

## Slide 6

- Library resources can be loaned out of hours using our self-service machine, loans range from 1 week, to one month and are renewable as long as there are no reservations on the item. We have links with NHS libraries in the UK and offer an inter library loans scheme for books and journals.
- We can also deliver resources offsite to one of 5 locations across the island if you are unable to get to the library
- We do not charge daily amounts for overdue library books, however users will be invoiced for replacement items if they are not returned.
- Manx Care and DHSC employees are eligible for an Athens login, allowing access to a range of online journals, UpToDate, and BMJ Best Practice – please ask a librarian for more information.
- We send a weekly Current Awareness Bulletin - In the Know; and a quarterly library newsletter. Let us know if you would like to register and keep up to date.
- The library offers literature searching tutorials, search strategy guidance, and support throughout your research. Book for groups or individuals.
- Suggestions are always welcome, and we love to hear from our library users about resources or services they'd like to see

## Slide 7

- Check out the library webpage: [librarykeylldarree.gov.im](http://librarykeylldarree.gov.im) for library membership and Athens forms, article and book requests, off-site delivery, how to guides, patient information links, research resources, and other helpful links.
- Keyll Darree Library is on Twitter, follow us for news, events, and information weeks.
- Any questions? Ask a Librarian, you can find this function on our web page or get in touch using the details listed on this slide.