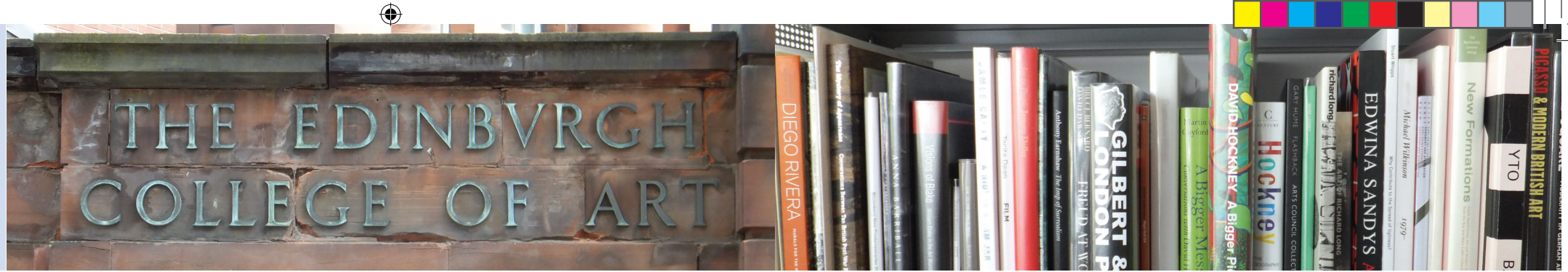




Edinburgh University Edinburgh College of Art Library



Collections at ECA Library

Our collections cover the fine arts, architecture, design, landscape architecture, visual communication and cultural studies, with an emphasis on contemporary issues and practice.

Books and journals

Our book stock consists of around 60,000 volumes. Most books are housed on the open shelves on Level 0, except for Reserve Loans and Quick Reference which are on Level 1.

The Library subscribes to around 300 journals and has built up extensive back runs of many titles. Current issues and back runs are shelved on Level 1. Some less-frequently-used books and older issues of journals are kept at the University Collections Facility; their retrieval can be requested online via DiscoverEd.

Other resources

Further key resources available include:

- an extensive DVD collection, with viewing facilities on Level 1
- artists' books collection

You can search for these resources on DiscoverEd at:

<https://discovered.ed.ac.uk>

Getting help and advice

General enquiries

The IS Helpdesk at ECA Library will help you with general enquiries such as:

- Using our collections, online resources and DiscoverEd
- Finding your way around the Library (please ask for a map)
- Basic IT help e.g. password resets, how to connect your device to Wi-Fi
- Photocopiers and printers
- University Card replacement (charges apply in some cases)

ECA Library Helpdesk telephone: 0131 651 5700

Email: IS.Helpline@ed.ac.uk

Academic liaison and subject support

ECA Academic Support Librarian Jane Furness can assist with academic liaison, detailed subject enquiries, and information skills, as well as enquiries about our extensive collection of artists' books.

Jane Furness

Tel: 0131 651 5701

Email: j.furness@ed.ac.uk

Online resources

DiscoverEd

DiscoverEd is the Library's discovery service. Use it to search the Library's collections: this includes books, e-books, journal titles, journal articles, databases and more. Use University login details to sign into your Library Account and manage loans, requests and fines.

Use the DiscoverEd search box on the Library Homepage: www.ed.ac.uk/is/library or go to the DiscoverEd homepage: <https://discovered.ed.ac.uk>

e-books

The Library has over 700,000 e-books. Find e-books using DiscoverEd or by browsing the e-book collections. More information on available e-book collections: www.ed.ac.uk/is/finding-resources

e-journals

The Library subscribes to over 100,000 e-journals. Browse or search for e-journals using DiscoverEd. You can also use DiscoverEd to find journal articles.

Databases

The Library subscribes to an extensive range of specialist databases.

An A-Z of databases is available: www.ed.ac.uk/is/databases-a-z

Find databases for your subject here: www.ed.ac.uk/is/databases-subjects

For more information see the Library Homepage: www.ed.ac.uk/is/library, where you will also find subject guides for University Library resources for Architecture & Landscape Architecture, Art & Design, History of Art, and Music.

Printing and photocopying

There are Multi-Function Printers (MFPs) on Level 0 and Level 1 of the Library for Cloud printing and photocopying. For more information about Cloud printing and photocopying please see: www.ed.ac.uk/is/printing

Paying for printing and photocopying

All printing and copying will be charged to your University printing account; you should credit your account by using the Online Print Credit channel on MyEd at: www.myed.ed.ac.uk

Users also currently have the option to credit their printing account at the Library Helpdesk. Visiting Library yellow card holders can now photocopy, scan and print. Please visit the IS Helpdesk for information.

For current print and photocopy prices please see signage beside the MFPs or go to: www.ed.ac.uk/is/printing

IT facilities

The College is wireless networked throughout. University of Edinburgh students can borrow laptop PCs from the Helpdesk for use in the Library or elsewhere.

We have 8 PCs for study purposes, and two PCs with high quality A3 scanners, one of which is an accessible workstation with a range of assistive technology for users with disabilities. We also have a large format scanner for scanning single sheets up to A0 size (you will need your own USB drive to use this scanner).

ECA staff and students may also be interested in the uCreate resource centre on the first floor of the Main Library at George Square, which provides multimedia and specialist IT facilities on a self-service basis.

See www.ed.ac.uk/is/ucreate for more details.

How many lending items may I borrow and for how long?

Please note we do not lend journals, maps or artists' books. DVDs and videos are Short Loan items.

Staff and Postgraduate Research students may borrow 60 items, Postgraduate Taught students 50 items and Undergraduates 30 items. Alumni can borrow 15 items and external users 5 items. Reserve books can only be borrowed by University of Edinburgh staff and students, and only 3 may be borrowed at any one time. Loan periods are as follows:

Reserve	Short Loan	Standard Loan*
3 hours	1 week	4 weeks

*Staff and Postgraduate standard loan is 12 weeks

Late returns incur a fine.

If a book you require is on loan to another user, you can request it using the self-request function on DiscoverEd (Reserve books excepted). Please ask at the Helpdesk if you need help using this function.

For more information about borrowing see: www.ed.ac.uk/is/library-borrowing

