



# Edinburgh University Moray House Library



## How do I find Library resources?

The Library provides access to a wide range of resources including, books, e-books, print and e-journals and databases. The Library has an e-preference policy which means that many of the books we buy are e-books and many of the resources you need for your study and research are available online.

### 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 EASE to sign into your Library Account and manage loans, requests and fines. To access MyEd and electronic resources use your EASE username and password.

[www.myed.ed.ac.uk](http://www.myed.ed.ac.uk)

Use the DiscoverEd search box on the Library homepage: [www.ed.ac.uk/is/library](http://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, the Library Catalogue or by browsing e-book collections. More information on available e-book collections: [www.ed.ac.uk/is/finding-resources](http://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](http://www.ed.ac.uk/is/databases-a-z)

Find databases for your subject here: [www.ed.ac.uk/is/databases-subjects](http://www.ed.ac.uk/is/databases-subjects)

### Education Subject Guides

A range of links are available to library and information resources for education and sport. These include local collections, networked services and external websites:

[www.ed.ac.uk/schools-departments/information-services/library-museum-gallery/finding-resources/subject-guides/education](http://www.ed.ac.uk/schools-departments/information-services/library-museum-gallery/finding-resources/subject-guides/education)

For items we do not hold in the library you can request a book or journal article through our Inter-Library Loan (ILL) service at: [www.ed.ac.uk/is/inter-library](http://www.ed.ac.uk/is/inter-library)

### Request or recommend a book for purchase (RAB)

For information: [www.ed.ac.uk/is/RAB](http://www.ed.ac.uk/is/RAB)

## Study Space

- Study space is available for all undergraduates, postgraduates, staff and external users throughout the library.
- Workspaces and PCs are available on the ground, first and second floor.
- PC availability can be checked via MyEd as well as via the IS website.
- All workspaces have access to electrical points for charging mobile devices.
- Two group study rooms are available for students to book and are located on the 2nd floor balcony. The rooms each seat 8 people and are equipped with PCs. These rooms can be booked via MyEd. The rooms can be found under the Building name, 'Dalhousie Land'.
- The University WiFi service, eduroam, is available throughout the Library.

PCs are also available at:

- Thomson's Land in rooms G.06, 1.12, and 1.14 (Macs only).
- Room 2.36 on second floor of St. Leonard's Land.

Please note these rooms are occasionally used for teaching, so availability is not always guaranteed.

An open access PC lab is available nearby at High School Yards within the Institute of Geography building.

## Borrowing information

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/Fines

	Loan period	Overdue fines	Maximum renewal period**
Standard loan	4 weeks*	20p per day	6 months
Short loan	1 week	40p per day	4 months
Reserve	3 hours	2p per minute	No renewals

\* Staff and Postgraduate standard loan period is 12 weeks with a maximum renewal period of 18 months.

\*\* Unless you have fines over £10 or the item has been recalled by another user.

Items can be renewed by accessing the My Account tab on DiscoverEd. If items cannot be renewed online, please contact the Moray House Library Helpdesk.

Standard and short loan books that are out on loan or held in the Library Annexe can be requested through DiscoverEd.

The fine for overdue recalled items is £1 per day.

## Moray House Library

- The Library is a SILENT study zone
- Helpdesk for enquiries and guidance
- Specialist subject help available
- Cloud printers
- Toilet facilities in foyer
- Accessible PC

### Require further assistance?

Contact Helpdesk staff:

- In person
- By phone: 0131 651 6193
- By email: [IS.Helpline@ed.ac.uk](mailto:IS.Helpline@ed.ac.uk)
- Specialist subject help is available from the Academic Support Librarian, Nahad Gilbert. Contact details: Email: [nahad.gilbert@ed.ac.uk](mailto:nahad.gilbert@ed.ac.uk) Phone number: 0131 651 6126

## Printing, Photocopying and Scanning

Printing, copying and scanning are available on the Ground floor and Floor 1. Visiting Library yellow card holders can now photocopy, scan and print. Please visit the IS Helpdesk for information

- Printing and copying is charged to your account.
- Top up print credit online via the MyEd channel or at the Helpdesk.
- Cards are available for external users.
- Printing is available from your mobile device or tablet using EveryonePrint. This can be accessed from the following link:

[www.everyoneprint.is.ed.ac.uk](http://www.everyoneprint.is.ed.ac.uk)

### Print/Copy Charges

Black and White		Colour	
A4 single-sided	5p	A4 single-sided	30p
A4 double-sided	8p	A4 double-sided	48p



## About us

Moray House Library is located within the Holyrood Campus of the University of Edinburgh School of Education, just off the historic Royal Mile.

The library is on three levels in Dalhousie Land Building, and houses an extensive collection of books and journals mainly on the subject of Education, with specialities in School Education, Teaching English as a Second Language and Sport and Physical Education.

Moray House Library also houses a Special Collections section, which is a useful resource for research on the history of Scottish education. This includes publications on the history of individual Scottish schools, Scottish educational policy, and Scottish Education Reports from 1841-1978.

The library offers 137 spaces in a designated silent study space with access to Wifi.

## What is on each floor?

### Ground floor

- Open access computers and study spaces
- DiscoverEd search points
- Journals (current), on open shelving in back room
- Journals (archive), in rolling stacks
- Children's books
- Cloud printing/photocopying/scanning
- Scanners
- Maps
- Special collections

### Floor 1 (Main entrance to the library)

- IS Helpdesk
- Library books, shelfmarks A-Z
- Folio books (oversized)
- Reserve collection
- Open access computers and study spaces
- Cloud printing/photocopying/scanning
- Self-issue/return machine
- DiscoverEd search points
- Accessible PC
- Adjustable height desks
- Book return box to use when the library is closed

### Floor 2 (Mezzanine level)

- Open access computers
- Study spaces
- Bookable study rooms for group study



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Edinburgh  
EH8 8JR

**Tel: 0131 651 6193**  
**Email: IS.Helpline@ed.ac.uk**

#### University Security 24/7

Based at 13 Infirmary Street, Edinburgh, EH1 1LT  
Tel: 0131 650 2257 or, in an emergency, 2222 on internal extensions.  
Email: security@ed.ac.uk

**If you require this document in an alternative format such as large print, Braille etc. please contact Irene.Gordon@ed.ac.uk**

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## Moray House Library Semester timetable

Days	Building open	Building closes
Monday - Thursday	9.00am	10.00pm
Friday	9.00am	5.00pm
Saturday - Sunday	12.00pm	5.00pm

## Summer vacation timetable

Days	Building open	Building closes
Monday - Friday	9.00am	5.00pm

Variations apply to period between start of PGDE course in August and start of Semester 1 in September.

Helpdesk closes 10 minutes before Library closes.

[www.ed.ac.uk/is/moray-house-library](http://www.ed.ac.uk/is/moray-house-library)