

## Library and Learning Services information for off campus/distance learning students

### 1. Resources

Off campus/distance learning students are welcome to borrow items from any of our [3 libraries](#):

- University Library (based in Catalyst) at the Ormskirk campus
- Aintree Library at University Hospital, Aintree
- St James', Oxford Road, Manchester

(You will need a UniCard if you want to visit one of our libraries and borrow items in person. To get a UniCard just email a passport sized photograph in jpeg format to [fmhelpdesk@edgehill.ac.uk](mailto:fmhelpdesk@edgehill.ac.uk) and the card will be posted out to you within 5 working days).

We have an extensive collection of electronic resources including over 160,000 electronic books which can be accessed from anywhere.

- a) Search for books and electronic books using the [Library Catalogue](#)
- b) Search for full text journal articles using our [Discover More](#) search tool
- c) Access specific [Subject Resources](#) including useful websites and recommended journals and databases

### 2. Postal loans

Off campus/distance learning students may be entitled to request a book from our print collection via the postal loans service. Once you have [registered for the service](#), items can be requested via the library catalogue by choosing the 'deliver to Distance Profile' option. When you are ready to return your item you can or use the free parcel force return option – details will be sent to you in each parcel.

### **3. Using other University libraries**

You may wish to apply to use other academic libraries under the SCONUL Access scheme, particularly if they are closer to where you live/work. To register go to the [SCONUL Access website](#) and complete the online registration process. The website lists all the participants and information on borrowing so check their opening times and service levels before visiting. You will need your UniCard when visiting or borrowing from other University libraries.

### **4. Academic Skills support**

[UniSkills](#) is a package of support and online resources to help you to produce high quality University assignments. These resources include support for; assignment planning, academic writing and referencing, presentations, finding useful academic resources.

The [Finding Academic Information toolkit](#) is a good starting point for understanding how to access resources for your assignment.

The [Critical Thinking toolkit](#) is a good tool when thinking about writing at University.

For help with your referencing you may want to access the [Harvard referencing toolkit](#).

### **5. Further help and support**

You can access help and support from the Library and Learning Services via:

- The [Learning Services webpages](#)
- Use our [Email and Ask Us online enquiry service](#) 24 hours a day
- Telephone us on 01695 650800 (08am – 8pm Monday to Friday and 10am – 6pm Saturday and Sunday)

For more information go to [www.ehu.ac.uk/ls](http://www.ehu.ac.uk/ls)

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