

Physical Resources Retrieval Service & Support for Online Learning and Teaching

Library

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In view of the latest development regarding the novel coronavirus, the **Library Study and Collection Spaces** and the **24-Hour Study Centre** will remain **CLOSED till 23 Feb 2020**.

Please be assured that the Library is closely monitoring the latest development of the epidemic. If circumstances allow, designated study space in the Library will be open as soon as possible. Here are more library services to better support staff & students during this period of online learning & teaching:

Physical Resources Retrieval Service

During closure of Library Study and Collection Spaces, effective 18 Feb 2020, **PolyU Staff and Students** who require urgent access to print books and physical AV resources of the Library can request for their retrieval using the [Physical Resources Retrieval Service](#). Details of this service can be found on the [webpage](#) on **17 Feb 2020**.

Recommending E-version of Print Books

Staff and students can submit their recommendations [here](#) for acquisitions of specific book titles. As an interim measure, an e-version when available for institutional access, will be acquired even when a print copy is available in the Library.

Support for Online Learning and Teaching

The Library offers a wide variety of electronic resources and services to support online learning and teaching. Please refer to the guides below for a quick summary.

- [Library Support during Online Teaching and Learning: For Instructors](#)
- [Student Survival Guide: Find e-Resources](#)

Virtual Research Consultation

Research Consultations with Faculty Librarians will continue during the period of online learning/teaching. Consultations can be done over the phone or even via Skype. Staff and students can make an appointment with your Faculty Librarian using the [Research Consultation Appointment Form](#).

Finding Course Readings

Lists of reading materials prescribed by instructors for specific courses can be easily accessed online in one place. Watch this one-minute [video](#), or refer to the quick guide for [students](#) or [instructors](#).

Document Delivery Service, Interlibrary Loan & HKALL

Eligible staff and students can request e-copies of journal articles or book chapters that are not available/accessible in the Library [here](#). Book request via Interlibrary Loan, HKALL and from the Library Remote Store are suspended.

Waiving Fines

Overdue fines will be waived for library materials with due dates previously extended to 20 Jan 2020 or within the period of Library closure or closure of Library Study and Stack Spaces, if they are returned within one week after face-to-face classes resume on campus. *Please ignore the overdue notices automatically generated during this period.*

Enquiries

Please do not hesitate to get in touch with us via the following channels:

- Call [2766-6863](tel:2766-6863)
- [Write to us](#)
- WhatsApp [6423-0820](tel:6423-0820)

Pao Yue-kong Library

The Hong Kong Polytechnic University