SUSTech LIBRARY | 南方科技大學圖書館

Library Guide

(2024)

Opening Hours:

Libraries are open Mon-Sun
Yidan library: 8am to 24pm, the 1st floor is open all day
Lynn Library, the Learning Nexus Library: 8am to 22pm

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I. Borrowing

1. Loan Rules

Items \ Patrons		Undergraduate Graduate Other Patrons	Faculty	Borrowing Location
Book	Maximum	20 Items	30 Items	Self-service Machines of the Library
	Loan Period	30 Days	60 Days	
	Maximum loan days	60 Days	90 Days	
CD/VCD/ AV	Maximum	5 Items		Service Desk
	Loan Period	15 Days		
Course Reserves	Maximum	5 Items		Course Reserves, 2nd Floor, Yidan Library
	Loan Period	4 Hours		
JD Read	Maximum	1 Item		JD Read Shelf, 1st Floor, Yidan Library
	Loan Period	30 Days		

Tips:

Reference works, newspapers and journals are not available for loan. If a patron needs to borrow such an item for a particular and acceptable reason, he/she can have it on loan only for 24 hours. Borrowing of such an item can only be processed at the Service Desk.

2. Renewal

A patron can renew a borrowed item before it is due, and by doing so you can keep the item for an additional loan period. However, if the loan period reaches its maximum, or if the borrowed item is on call, you cannot have the item renewed.

Notice:

CD/VCD, audio-video materials, course reserves and JD Read are not for renewable.

3. Request

You can request an item if it is out on loan. A message will be sent to you when the item comes back to the library and is ready for you to pick up at the Service Desk or 24-Hour Self-service Pick-up Book Cabinet by presenting the message. The library will keep the item for a maximum of three days.

4. Overdue Fine

When a book is overdue, the overdue fines will be charged (at a rate of RMB 0.2 yuan per item per day), but the patron's borrowing privilege will not be suspended. It will be suspended only when the overdue fines accrue to 10 yuan, and privilege will be resumed only when overdue items are returned and the payment of fines is made.

Type of Resources	Book	CD/VCD/Audio-video	Course Reserves	JD Read
Overdue Fine Rate	0.2 RMB/item/day	10 RMB/item/day	0.2 RMB/item/hour	1 RMB/item/day

5. Items Damaged or Loss

Patrons should protect the library collection from damage or loss; otherwise different types of penalties will occur.

II. Services

1. Patron's Card Service

Your University Card (UC) can also function as your library card, but it has to be authenticated before you use it to borrow books or other materials from the library.

- UC for new students is automatically authenticated for library loans. Faculty and staff can bring UC to the Service Desk for authentication.

- Writing-off of the UC can only be processed after patrons return all the items on the card when they leave the university.

- **Service Hours:** Yidan Library: Monday to Sunday: 8:30-22:00

  Lynn Library: Monday to Friday: 8:30-12:00;14:00-17:30

  except National Holidays and winter/summer vacations.

2. Recommend a Purchasd

- Patrons are welcomed to recommend a book, a journal or other information resources that are not available in the library's collection.

- To make a recommendation, please visit the library website and fill out the form of "Recommend a Purchase" under "Collections"; or email at lib_acq@sustech.edu.cn.

3. Interlibrary Loan / Document Delivery

- Our library will obtain a document (a book, an article or some other material) from other libraries at the request of a patron when he/she cannot find it at our own library.

- Patrons can apply for Interlibrary Loan/Document Delivery online via the library website, or send document request to lib_ill@sustech.edu.cn.

- Our library will request document (a book, an article or some other material) from other libraries at the request of a patron and send the

electronic document to the patron, or inform the patron to collect the printed document at the Service Desk.

➢ The library will provide a subsidy of RMB 500 per person per year for the cost of Interlibrary Loan/Document Delivery. No subsidy will be provided for the excess amount.

4. Information Literacy Education

The library provides various training on information searching, databases, tools, new student orientation, etc. Please refer to "Information Literacy Education" under " Learning & Research" on the library homepage.

III. Library Collection

As of December 2023, the library has a total of 292,617 Chinese and foreign volumes of books (216,350 in Chinese and 76,267 in foreign languages), 65 titles of Chinese newspapers and periodicals, and 24 titles of foreign language newspapers and periodicals. There are 136 Chinese and foreign language databases (27 Chinese and 109 foreign languages), including 704,829 e-books and 78,206 e-journals.

1. Entity Collection

Libraries	Floor	Entity Collection
Lynn Library	1st	Reference Books (T Books Excepted), English Fictions, New Arrivals, Scholar Recommend, Current Periodicals, Newspapers
	2nd	Audio-visual Materials, Duplicates of Scholar Recommend Titles, Bound Volume of *Shun Pao*, Chinese Quyi Music Collection, etc.
	3rd	F-K, N-S, U-Z Books, Special Collections, Duplicates of Scholar Recommend Titles, Bound Periodicals
Yidan Library	1st	A-E books, Duplicate Copies of T Books
	2nd	TP books, Course Reserves, New Arrivals, Current Newspapers and Periodicals
	3rd	TA-TM Books
	4th	TN, TQ-TV Books, Modern Chinese Classics, Chinese Translation of Classics
Learning Nexus	1st	Reference Books(T Books Only), Classic Arts Books, Rubbings and Reconstructed Ancient Books

2. Electronic Resources

General Databases in Chinese	CNKI China National Knowledge Infrastructure DataBase	One of the major Chinese academic full-text databases, offering access to scholarly journals, dissertations and theses, conference papers, and newspapers.
	Wanfang Data Knowledge Service Platform	One of the major Chinese academic full-text databases, offering access to scholarly journals, dissertations and theses, and conference papers.
	Science Library	E-books from Science Publishing House with over 50,000 titles available.
	Wenquan Academy Knowledge Base	E-books from Tsinghua University Press and over 20 other university presses, with over 50,000 titles available.
	Keledge Platform	E-books from over 100 renowned domestic publishers, including Chemical Industry Press and Machinery Industry Press, with over 10,000 titles available.
General Databases in English	Elsevier ScienceDirect	One of the world's largest academic database, offering access to over 3000 journals and more than 20,000 books.
	Springer	One of the world's largest academic database, offering access to over 2000 journals and more than 100,000 books.
	Wiley	One of the world's largest academic database, offering access to over 1000 journals and more than 20,000 books.
	Cambridge	Access to over 400 journals and more than 7,000 books from Cambridge University Press.
	Oxford	Access to over 300 journals and more than 8,000 books from Oxford University Press.
	IEEE Electronic Library (IEL)	Access to over 400 journals, more than 2,000 conference proceedings, and over 4,000 standards.

Abstract and Indexing Databases	SCI/SSCI	Multidisciplinary, comprehensive core journal citation index databases that are essential tools for scientific research.
	EI (Engineering Village Compendex)	An engineering-focused knowledge and data discovery database that covers interdisciplinary scholarly and technical literature
General Knowledge Databases	KUKE Digital Music Library	A collection of over 98% of the world's high-quality classical music audio with text introductions, as well as a rich selection of videos, including operas and music documentaries.
English Learning Databases	New Oriental Multimedia Learning Library	A language learning platform designed for domestic and international examinations, practical application, and other purposes.

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3. Software and Tools

➢ **EndNote**

EndNote is a bibliographical management software, supporting reference formats for 7,400 kinds of journals across the world and hundreds of writing modules, improving your writing efficiency by creating citation while you write.
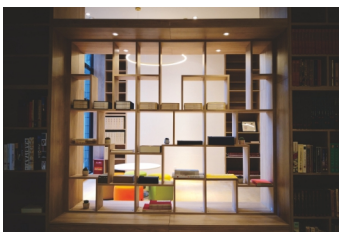
➢ **Turnitin**

Turnitin is a tool for detecting unoriginal work by checking for inappropriate citation and potential plagiarism. It helps improve skills of reference and paraphrasing.

📖 IV. Functional Areas and Facilities

There are three libraries on SUSTech campus. Lynn Library, a three-story building of 10,000 square meters, was made available for public use in September 2013. Yidan Library, opened in December 2020, is a building with a total area of 9,010 square meters. The Learning Nexus, a building of 1,200 square meters, opened in November 2020. Each library provides diversified spaces conducive to learning in various forms including leisure zone, quiet study zone, collaborative learning space, computer hub, group study room, classroom, studio and auditorium.

Library Wechat

For more information, please refer to the library website.