

# McGill Library Introduction

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**McGill**

Library  
Bibliothèque

# Questions?

## Liaison Librarians:

- Sonia Smith  
[sonia.smith@mcgill.ca](mailto:sonia.smith@mcgill.ca)  
514-398-4715 ext. 09177
- Ana Rogers (me)  
[ana.rogers-butterworth@mcgill.ca](mailto:ana.rogers-butterworth@mcgill.ca)  
514.398.4715 ext 09013

## Information & Reference:

- 514-398-4715 ext. 00171  
[law.library@mcgill.ca](mailto:law.library@mcgill.ca)

## Borrowing:

- 514-398-4715 ext. 00161  
[lawcirc.library@mcgill.ca](mailto:lawcirc.library@mcgill.ca)

# Outline

1. Using your McGill ID card
2. Services
3. Spaces
4. Collections
5. Access
6. Health & well-being
7. Getting help
8. Law library news

# 1. Using your McGill ID

- Your student ID is your library card
- Use it to:
  - sign into your library account and
    - see what items you have checked out and when they are due
    - renew items
    - check for overdue or recall fines
    - delete a hold request
  - borrow reserves, books, and journals
  - print, scan & copy
  - book a room
  - access the library building during study hours



## 2. Services

- Liaison librarians
- Article/chapter scan service and holds
- Borrowing from other libraries (ILL)
- Room booking

The screenshot displays the McGill Library website interface. At the top, the McGill logo and 'McGill Library Everything you need.' are visible, along with a search bar and 'Quick Links' dropdown. A navigation bar includes 'Find information', 'Services', 'Branches', 'About', and 'Contact'. Below this is a search box with a 'Go' button and a 'WorldCat Discovery' search option. A blue banner promotes 'Single library catalogue now live. Learn more'. The main content area is divided into three columns: 'Use the Library', 'Find', and 'Subject guides'. The 'Use the Library' column lists services like 'Library account', 'Article scan service', 'Interlibrary loan (ILL)', 'Questions? Ask Us!', 'Find a librarian', 'Hours', 'Room booking', 'Computers & software', 'uPrint: scan, print, copy', and 'Borrowing books, etc.'. The 'Find' column lists 'Databases A-Z', 'E-journals A-Z', 'Course reserves', 'Course guides', 'Citation guides', 'Reference materials', 'Theses & dissertations', 'Newspapers', 'Maps & geospatial data', and 'Government information'. The 'Subject guides' column lists various academic fields from 'Agriculture & environmental sciences' to 'Physical sciences'. A blue 'Questions? Text us!' button with a phone icon and the number '514-600-6325' is also present.

Use the Library	Find	Subject guides
Library account	Databases A-Z	Agriculture & environmental sciences
Article scan service	E-journals A-Z	Art, architecture & urban planning
Interlibrary loan (ILL)	Course reserves	Education
Questions? Ask Us!	Course guides	Engineering
Find a librarian	Citation guides	Health & biological sciences
Hours	Reference materials	Humanities
Room booking	Theses & dissertations	Law
Computers & software	Newspapers	Management & business
uPrint: scan, print, copy	Maps & geospatial data	Music
Borrowing books, etc	Government information	Physical sciences

## 2. Services, cont'.: Scan, Print, and Copy

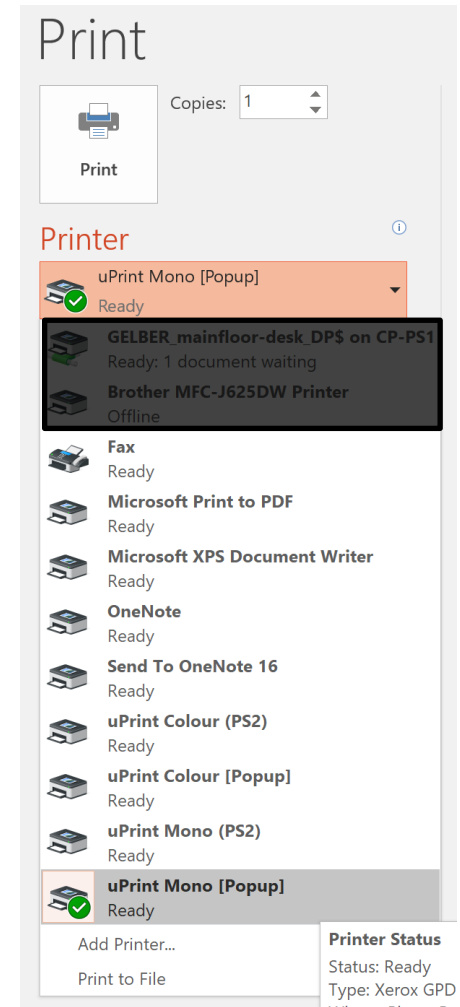
### ■ Scan, Print & Copy

#### ■ Scan (FREE)

- To your McGill email (uPrint). To scan in colour, be sure to use a colour printer (Gelber: 1<sup>st</sup> & 2<sup>nd</sup> floors).
- To USB (Spirit/ overhead scanners). Bring your own USB (Gelber: 1<sup>st</sup> & 2<sup>nd</sup> floors).

#### ■ Print/ Copy

- Cost: B&W = 6.5c/pg; Colour = 22c/pg; double for Tabloid.
- [Refund request](#)
- From:
  - A library workstation (PS1, PS2, or PS 3)
  - From your own computer with uPrint drivers
  - From your own computer or mobile device
    - Send an email from your McGill email address to [uprint.mono@mcgill.ca](mailto:uprint.mono@mcgill.ca) or [uprint.colour@mcgill.ca](mailto:uprint.colour@mcgill.ca)
- You are billed MONTHLY. Check **MINERVA > Student Menu > uPrint > Review uPrint charges.**



## 2. Services, cont’.

- Computers, software, & equipment (including 3D printers, VR, data visualization and more: **Branches > Research Commons**)
- Citation guides & software

The screenshot displays the McGill Library website interface. At the top left is the McGill logo and the text 'McGill Library Everything you need.' To the right is a search bar with a magnifying glass icon and a 'Quick Links' dropdown menu. Below the header is a dark navigation bar with links for 'Find information', 'Services', 'Branches' (highlighted with a red box), 'About', and 'Contact'. The main content area features a search box with a 'Search' button and a 'Go' button. Below the search box is a banner for 'Single library catalogue now live. Learn more'. The page is organized into three columns of links. The first column, 'Use the Library', includes links for 'Library account', 'Article scan service', 'Interlibrary loan (ILL)', 'Questions? Ask Us!', 'Find a librarian', 'Hours', 'Room booking', 'Computers & software', 'uPrint: scan, print, copy', and 'Borrowing books, etc'. The second column, 'Find', includes links for 'Databases A-Z', 'E-journals A-Z', 'Course reserves', 'Course guides', 'Citation guides' (highlighted with a red box), 'Reference materials', 'Theses & dissertations', 'Newspapers', 'Maps & geospatial data', and 'Government information'. The third column, 'Subject guides', includes links for 'Agriculture & environmental sciences', 'Art, architecture & urban planning', 'Education', 'Engineering', 'Health & biological sciences', 'Humanities', 'Law', 'Management & business', 'Music', and 'Physical sciences'. On the right side of the page is a blue box with a smartphone icon and the text 'Questions? Text us! 514-600-6325'.

## 3. Spaces

- Visit a [library branch](#)
  - Opening hours vary by branch
- Check out our [Research Commons](#) (includes 3D printers and scanner, an Oculus Rift, data visualization wall and more)
- Find your favourite [study spot](#) (quiet study, group study and graduate areas)
- [Room booking](#)



# 4. Collections

## ■ Law (print) collection

- Print reference (1<sup>st</sup> floor) – non-circulating
- Print statutes/ case reporters – Basement
- Print law journals – Basement
- John P. Humphrey United Nations Collection – 2<sup>nd</sup> floor
- Special Collections (Rare Books) – 2<sup>nd</sup> floor
  - Canadiana
  - Wainwright Collection – (French Civil Law++)
  - The Hon. Robert Mackay Collection
  - Law Faculty Publications
- UK (KD), Canadian (KE), Quebec (KEQ), US (KF) law – 4<sup>th</sup> floor
- French law, including a collection of French theses (KJV) – 3<sup>rd</sup> floor

## ■ Course reserves

- (No course guides in law)
- All course reserves MUST be returned to the branch library from which they are borrowed!!
- You CANNOT place a hold or request a scan from a course reserve, even if it looks like you can – it will get refused.

The screenshot shows the McGill Library website. At the top left is the McGill logo with the tagline "McGill Library Everything you need." To the right is a search bar with the text "Search" and a magnifying glass icon. Below the search bar is a navigation menu with links: "Find information", "Services", "Branches", "About", and "Contact". In the top right corner, there is a "Quick Links" dropdown menu. Below the navigation menu is a large search bar with a "Search" button and a "Go" button. The search bar contains the text "(Books, media, etc.)". Below the search bar, there is a message: "Searching McGill Library holdings with WorldCat Discovery. Advanced Search" and a link: "WorldCat Discovery FAQ and feedback". To the right of the search bar, there is a link: "Use the old WorldCat (until August 9, 2019)". In the bottom right corner, there is a blue box with a speech bubble icon and the text: "Questions? Text us! 514-600-6325". Below the search bar, there is a blue banner with the text: "Single library catalogue now live. Learn more". Below the banner, there is a navigation menu with three columns: "Use the Library", "Find", and "Subject guides". The "Find" column has a red box around the "Course reserves" link. The "Subject guides" column has links for "Agriculture & environmental sciences", "Art, architecture & urban planning", "Education", and "Engineering".

# 4. Collections

- Search the catalogue for books, journals and e-resources
  - Request a hold/article scan
  - Recall books
  - Request ILL
  - Browse the shelf virtually
  - Access e-resources directly

The screenshot displays the McGill Library website. At the top left is the McGill logo and the text "McGill Library Everything you need." To the right is a search bar with a magnifying glass icon and a "Quick Links" dropdown menu. Below the header is a navigation bar with links for "Find information", "Services", "Branches", "About", and "Contact". The main content area features a search box with a "Search" button and a "Go" button. Below the search box, it says "Searching McGill Library holdings with WorldCat Discovery." and "Advanced Search". There are also links for "WorldCat Discovery FAQ and feedback" and "Use the old WorldCat (until August 9, 2019)". To the right of the search box is a blue box with a speech bubble icon and the text "Questions? Text us! 514-600-6325". Below the search box is a blue banner with the text "Single library catalogue now live. Learn more" and a right-pointing arrow. At the bottom, there are three columns of navigation links: "Use the Library" (Library account, Article scan service, Interlibrary loan (ILL), Questions? Ask Us!), "Find" (Databases A-Z, E-journals A-Z, Course reserves, Course guides), and "Subject guides" (Agriculture & environmental sciences, Art, architecture & urban planning, Education, Engineering).

# 4. Collections

- Search a curated list of e-resources (LibGuides/ Subject Guides)

The screenshot shows the McGill Library website interface. At the top, there is the McGill logo and the text "McGill Library Everything you need." A search bar is located in the top right corner. Below the header, there is a navigation menu with links for "Find information", "Services", "Branches", "About", and "Contact".

The main content area features a search box with a "Search" button and a "Go" button. Below the search box, it says "Searching McGill Library holdings with WorldCat Discovery." and "Advanced Search". There are also links for "WorldCat Discovery FAQ and feedback" and "Use the old WorldCat (until August 9, 2019)".

To the right of the search box is a blue box with a speech bubble icon and the text "Questions? Text us! 514-600-6325".

Below the search area is a blue banner with the text "Single library catalogue now live. Learn more ▶".

The bottom section of the page is divided into three columns of links:

- Use the Library**
  - Library account
  - Article scan service
  - Interlibrary loan (ILL)
  - Questions? Ask Us!
  - Find a librarian
  - Hours
  - Room booking
  - Computers & software
  - uPrint: scan, print, copy
  - Borrowing books, etc
- Find**
  - Databases A-Z
  - E-journals A-Z
  - Course reserves
  - Course guides
  - Citation guides
  - Reference materials
  - Theses & dissertations
  - Newspapers
  - Maps & geospatial data
  - Government information
- Subject guides**
  - Agriculture & environmental sciences
  - Art, architecture & urban planning
  - Education
  - Engineering
  - Health & biological sciences
  - Humanities
  - Law**
  - Management & business
  - Music
  - Physical sciences

A red arrow points from the text "Bookmark this FOREVER" to the "Law" link in the Subject guides column.

Bookmark  
this FOREVER

## 5. Access

- [Access Library e-resources](#) from on and off campus, with or without VPN.
- Use [wifi and Library computers with your McGill username and password](#).
- Multilingual access to the library
  - View the catalogue in the language of your choice
  - [Welcome videos](#) in various languages



## 7. Getting help

- General inquiries (including account inquiries) & room booking
  - Come to the service desk, call, or e-mail (9:00am – 6:00pm)
  - Note: room booking at the Gelber must be done in person with student ID
- Legal research help
  - Come to the service desk and ask for a librarian (9:00am – 5:00pm)
  - E-mail a librarian with a basic research question: [reference.law@mcgill.ca](mailto:reference.law@mcgill.ca)
  - E-mail a librarian to schedule a consultation for more complex questions, assistance with legal research generally, etc.
    - [Ana.rogers-butterworth@mcgill.ca](mailto:Ana.rogers-butterworth@mcgill.ca)
    - [sonia.smith@mcgill.ca](mailto:sonia.smith@mcgill.ca)

# 8. Law library news

