# Library Matters.

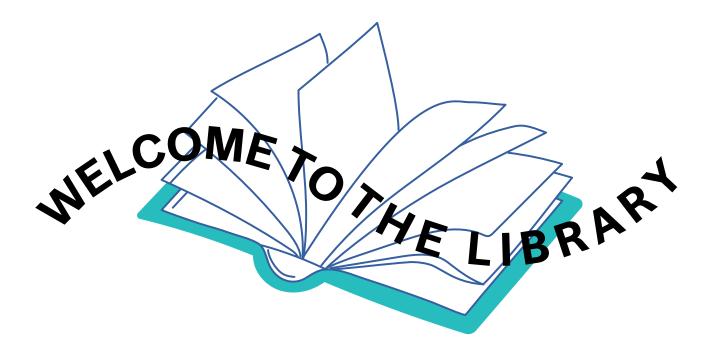


Your Orientation Handbook



Featuring tips to make your experience at McGill full of support, wonder, and discovery.





Welcome! You are finally beginning your journey at McGill University, and we couldn't be happier to meet you. Due to the COVID-19 pandemic, orientation, like many things these days, looks a little different this year.

In order to help orient you to your different branches (yes, plural!), we have created this handbook filled with everything you need to know and more. For more Library orientation information, check out: <a href="https://www.mcgill.ca/library/orientation">www.mcgill.ca/library/orientation</a>.

As a result of changing health measures and their impact on in-person university activities, aspects of the following information are subject to change as we work hard to provide you with the best possible access to spaces and resources we can. Please check out our news and events page for the latest information: <a href="https://www.mcgill.ca/library/about/news">www.mcgill.ca/library/about/news</a>.

Welcome to McGill!



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WILLKOMMEN **ÜDVÖZLET BIENVENUE** VELKOMI SELAMAT DATANG ברוך הבא FÁILTE ようこそ DOBRODOŠLI 어서 오십시오 **SELAMAT DATANG** MALIGAYANG PAGDATING KANG HPOATE WITAMY BIXÊR HATÎ WELCOME स्वागतहे ДОБРО ПОЖАЛОВАТЬ VITAJ ยินดีต้อนรับ *SVEIKI* خوش آمدىد LABIENVENIDA WILLKOMMEN ÜDVÖZLET





# Land Acknowledgement

It is important to recognize the origins of the land on which the McGill Library exists. McGill University is on land which long served as a site of meeting and exchange amongst Indigenous peoples, including the Haudenosaunee and Anishinabeg nations. We acknowledge and thank the diverse Indigenous peoples whose footsteps have marked this territory on which peoples of the world now gather. To learn of Indigenous initiatives on campus, visit:

www.mcgill.ca/indigenous/.

### WHERE IS THE LIBRARY?

At McGill, there isn't just one library; there are 12 library branches in 9 different locations, each providing a specific service. Some are catered to student and public use more than others. To learn about each branch, keep reading or visit:

www.mcgill.ca/library/branches.

### DO I HAVE A LIBRARIAN?

McGill University covers a variety of scholarly topics and each department has a Liaison Librarian specializing in those areas. Your Liaison Librarian is there to assist you with subject-specific research. To find your librarian, visit:

www.mcgill.ca/library/contact/a skus/liaison.

### CAN I TAKE OUT TEXTBOOKS?

The libraries often have a limited number of textbooks for most courses offered at McGill, however, borrowing protocol for these differ. You can come to the library and read the textbooks, but borrowing time is often for 24-hours. This is to ensure that there is equal access to the textbooks. To learn more about borrowing times, visit:

www.mcgill.ca/library/services/b orrowing/basics.

### DO I NEED A LIBRARY CARD?

As a McGill student, within your first few days on campus you will acquire your McGill ID. This will act as your library card when taking books out in person.

### WHERE CAN I STUDY?

All libraries offer study spaces. To find an up-to-date list of spaces that are available to students and groups, visit:

www.mcgill.ca/library/services/hours.

### CAN I EAT IN THE LIBRARY

Water bottles or other sealed drink containers are permitted in Library spaces. Food is not permitted in the Library. Please visit McGill Food & Dining Services for more information regarding where to eat on campus:

www.mcgill.ca/foodservices/locations.



### HOW DO I ACCESS DATABASES?

You can find an A-Z listing of our online databases by visiting: www.libraryguides.mcgill.ca/az.php. When off-campus, sign in using your McGill username and password when prompted.

## ARE THERE ONLY ACADEMIC BOOKS AT THE LIBRARY?

Not at all! From New York Times Best Sellers to audiobooks, the library covers your extracurricular reading. For some inspiration on your next read, have a look at the online Redpath Book Display at: libraryguides.mcgill.ca/redpathbookdisplay/home.

### WHERE DO I ACCESS ACADEMIC LITERATURE?

Thanks to the Library's extensive subscriptions, your McGill credentials offer you access to many academic publications that are not publicly available without a fee. To find publications in your subject of interest, go to: <a href="https://www.mcgill.ca/library/">www.mcgill.ca/library/</a>. From here, you may access a subject guide to narrow your search, or do an advanced keyword search through the Sofia Discovery Tool.

### CAN I SUGGEST A BOOK FOR PURCHASE?

As a library providing for the McGill community, we welcome purchase suggestions. To suggest a book for the library to add to its collection, visit: <a href="https://www.mcgill.ca/library/contact/askus/suggest">www.mcgill.ca/library/contact/askus/suggest</a>.

### WHERE CAN I LEARN ABOUT CITATIONS?

Not sure how to properly reference your sources? Visit our Citations Guide for information on reference software available to McGill students, as well as guidelines for common citation styles:

libraryguides.mcgill.ca/citation.

### WHAT IF THE LIBRARY DOESN'T HAVE THE BOOK I NEED?

You can use InterLibrary Loan (ILL), which permits you to borrow books that are not part of McGill Library's collection. Requesting a document via ILL is done through Colombo, a system used at all Québec universities. Visit:

www.mcgill.ca/library/services/o therloans/colombo and follow the instructions.



### WHERE DO I RETURN BOOKS?

In general, books, journals, and A/V material may be returned to any McGill Library branch.

Additionally, after-hours return bins are available at the McLennan-Redpath Complex and Macdonald Campus Library.

To learn more, visit:

www.mcgill.ca/library/services/b orrowing/returns.

### CAN I CONSULT RARE MATERIALS?

Anyone can consult physical items from the Library's rare and special collections. Some collections have been digitized.

We may also be able to help you locate alternative sources of historical primary material. Please feel free to contact the appropriate librarian listed here: <a href="https://www.mcgill.ca/library/branches/rarebooks/staff">www.mcgill.ca/library/branches/rarebooks/staff</a>.

## WHERE CAN I FIND COURSE MATERIALS?

Want to quickly search and access different course reading materials? The Library offers a Course Reserve service. To find your course materials, visit:

mcgill.on.worldcat.org/courseRes erves/landing and enter your course code to find the list of suggested and required readings from your professor.

### WHERE CAN I GET HELP?

Virtual reference services are available. Chat online, email, or text your desired branch. This will connect you to a librarian who can answer your questions. To learn more, visit:

www.mcgill.ca/library/contact/a skus.

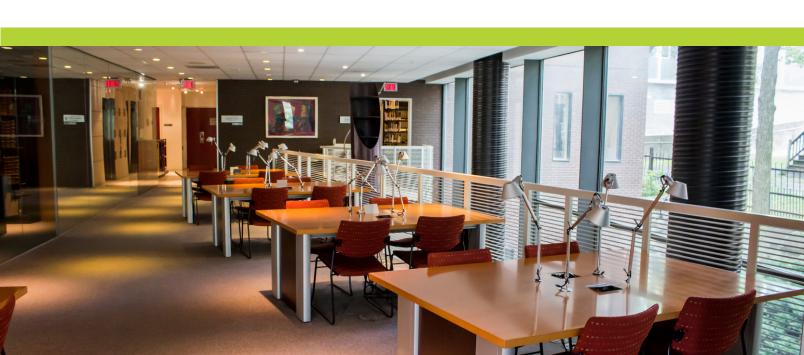
### WHERE CAN I USE THE PRINTERS?

Printing is available to McGill students at most library locations. Students must have their McGill ID with them to use the printers. To find locations, visit: <a href="https://www.mcgill.ca/library/services/scan-print-copy">www.mcgill.ca/library/services/scan-print-copy</a>.

### WHAT IS THE SOFIA DISCOVERY TOOL?

Sofia Discovery is the main catalogue for all books and other media available through the McGill Library. To find books and other media you can search Sofia using the title, author, or any combination of keywords and search filters. Extend the results to all Quebec university libraries, and see which items are available in real time. Try it out at:

mcgill.on.worldcat.org/v2.



## Meet the Trenholme Dean of Libraries



With 12 branches and over more than seven million items, the McGill Library is one of the largest and most enjoyed aspects of our university. No one knows this better than Colleen Cook, Trenholme Dean of Libraries. Since joining McGill in 2011, Dean Cooke has seen the Library grow and evolve alongside the rest of campus for over a decade. As her final days at McGill near, read some of her insight on the libraries behind the service desk and beyond.

## Tell me about your history with the library. What drew you to McGill?

I began my new adventure at McGill as Dean of the Library in the beginning of 2011, and have enjoyed almost every moment of the past decade. I have said that I believe I have the best job on campus, and it's true. I was attracted by McGill because of its reputation, and status, its international atmosphere, and by the diversity of Montreal.

### Do you have a favorite spot in any of the libraries?

How do you choose among your children? The Octagon Room in the

Islamic Studies Library? The views to the mountain from the 6th floor of McLennan? Birks Reading Room? The modern, black, gray, and white of Music? Or the stairs and courtyard at Law? The historical Reading Room of Redpath Hall? The library at Macdonald campus right on one of the world's most wonderful rivers? I can't answer this question.

## If you had to say one thing to students accessing library services, what would it be?

This one is easy. Don't hesitate to ask; there is no such thing as a stupid question. Let us help you; we want to! Also, find your comfort zones in the library buildings according to your need and mood. Do you learn better in a group or alone, or both depending on the assignment? We have the spaces for you!

## Why do you think the libraries are so important to the McGill community?

I think the relationship between the McGill Library and the McGill community is special. There is simply

### "Libraries belong to everyone... All knowledge is vital; it is the great equalizer."

an appreciation for libraries built into McGill's personality. I felt it the day I arrived and have been very fortunate to be able to work in such an amiable and appreciated environment for the past decade. It's different. It's closer, warmer, and more friendly. We in the library feel that we are an integral part of the university community. Libraries belong to everyone; they are ecumenical. All knowledge is vital; it is the great equalizer.

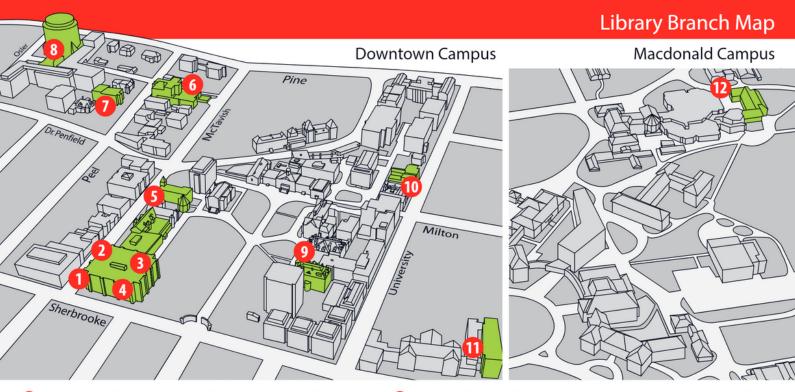
Finally, a library would be a warehouse of random objects if it weren't for the people who have laboured for lifetimes to acquire, make accessible, and interpret humankind's accumulated wisdom. Without the McGill Library workers who make finding and understanding information possible, it would just be more data and not transformable into knowledge by students and researchers.

### What is a message you would like to share with incoming students?

Welcome! Come in! Explore! Enjoy! Come see us! Learn a lot! We love you! We're proud of you! The McGill Library is your home away from home during your time at McGill - and beyond.

This interview has been condensed. Read it in its entirety here.

# Map of Branches



- Humanities & Social Sciences Library
- Rare Books & Special Collections
- McGill University Archives
- Visual Arts Collection
- Islamic Studies Library
- Education Curriculum Resources Centre
- Nahum Gelber Law Library

McLennan-Redpath Complex | 514-398-4734 McLennan Library Bldg, 4th flr | 514-398-4711 McLennan Library Bldg, 4th flr | 514-398-4711 McLennan Library Bldg, 4th flr | 514-398-1859

Morrice Hall | 514-398-3662

Education Bldg,1st flr | 514-398-5726

3660 Peel St | 514-398-4715

- 8 Osler Library of the History of Medicine
- Schulich Library of Physical Sciences, Life Sciences, and Engineering
- 10 Birks Reading Room
- Marvin Duchow Music Library
- Macdonald Campus Library

Temporarily closed. Services, spaces and collections currently located in 2

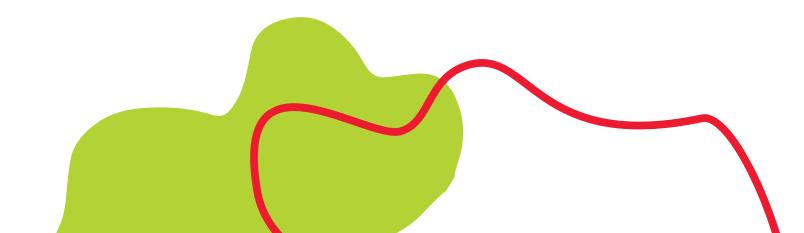
Temporarily closed. Services, spaces and collections currently located in 1

William and Henry Birks Bldg, 2nd flr  $\mid$  514-398-4127

Elizabeth Wirth Music Bldg, 3rd flr  $\mid$  514-398-4695

Barton Bldg, 2nd flr | 514-398-7881

For more information, visit: https://www.mcgill.ca/library/branches.



# Meet the Branches



# Schulich Library of Physical Sciences, Life Sciences, and Engineering Temporarily closed for renovations

Located at 809 Sherbrooke Street West, the Schulich Library is home to Physical and Life Sciences, and Engineering. While it is temporarily closed for renovations, this branch is residing within the McLennan-Redpath Complex. When the library is operational, there are many spaces dedicated to individual and group studying.



## **◄** McLennan-Redpath Complex

Located at 3459 McTavish Street, this library complex is home to the Humanities and Social Sciences Library, as well as Rare Books and Special Collections, the McGill University Archives, and the Visual Arts Collection.

Filled with study spaces, access to computers, and printing services, this is one of the most popular locations for students to use for studying.



### **Nahum Gelber Law** Library

The Nahum Gelber Law Library, located at 3660 Peel Street, is a state-of-the-art facility with a collection of statutes, regulations, law reports, treatises, books, journals, and other legal material.

The Law Library provides resources and services to support the teaching and research programs of the Faculty of Law and several Institutes and Research Centres. There are also student study spaces available.

### ► Education Curriculum Resources Centre

Residing on the first floor of 3700 McTavish Street, the Education Curriculum Resources Centre contains curriculum teaching materials, children's and young adult literature and audiovisual items.





### **◄ Islamic Studies Library**

Located at 3485 McTavish Street, the Islamic Studies Library boasts stunning architecture and contains a collection which strives to cover the whole of Islamic civilization.

This library is a major resource for McGill students as well as researchers of other Quebec and Canadian universities, working in areas such as History, Political Science, and Comparative Religion.

There are several study spaces available to students, including the popular and stunning Octagon room.

## ► Osler Library of the History of Medicine

Temporarily closed for repairs

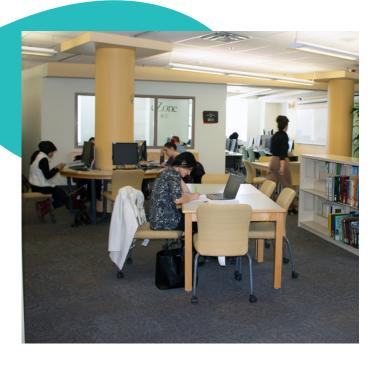
The Osler Library, located at 3655 Promenade Sir William Osler, houses the collection of rare medical and other books donated by Sir William Osler; the renowned physician, and a McGill graduate and professor. This library contains works including older, rare materials as well as current books on the history of the health sciences. It is heavily used by researchers from McGill, Quebec, across Canada, and throughout the world. The collection is currently housed in the McLennan-Redpath Complex.





## ► Marvin Duchow Music Library

On the third floor of 527 Sherbrooke Street West, the Marvin Duchow Music Library is one of the most important academic music collections in Canada. The collection consists of music scores, recordings, books, journals, and online resources. Student study spaces are available in several areas, as well as music student-specific sound equipment.



### **◄ Birks Reading Room**

Located on the second floor of 3520 University Street, the Birks Reading Room supports the teaching program in Religious Studies, and provides a beautiful silent space for students to work. The collection of monographs in the Birks Reading Room is strong in biblical studies, comparative religions, modern theology, Hinduism, and Buddhism. The Reading Room is primarily a student space.



## **■ Macdonald Campus Library**

Located on the Macdonald Campus at 21111 Lakeshore Road, this Library's services and collections support teaching, learning, and research by staff and students in the Faculty of Agricultural and Environmental Sciences, the School of Dietetics and Human Nutrition, the Bieler School of Environment, the Institute of Parasitology, three major research centres, the Morgan Arboretum, and the Macdonald Farm. It is also home to the McGill Seed Library, offering seed and gardening resources to members of the McGill community.



This section offers a library wellness guide, a student's perspective, and relaxing games for self-care.

# ← Wellness Guide

The McGill Library is more than just books, it is a destination for health, wellness, and enjoyment. Students, faculty, and staff have access to countless online resources, recordings, games, and more. Visit <a href="https://www.mcgill.ca/library/about/health-and-wellness">https://www.mcgill.ca/library/about/health-and-wellness</a> to explore the collections.

### TALK IT OUT



Separate from the library at McGill, there are services and safe spaces available where students can always be heard.

Keep.meSAFE is available to all McGill students, 24/7/365 for any mental health concerns, or if you'd like to just talk to a professional. This service is accessible (60 different languages, anywhere in the world) and safe.

If you would like to talk to non-professionals in empathic and active listening spaces, the <u>Peer Support Centre</u> is open during the day, and <u>McGill's Nightline</u> is available until 3am, for absolutely anything you want to get off your mind.

### WATCH



The McGill Library offers seven streaming services for all of your viewing needs, from

documentaries to blockbusters. Find more information on how to access these services at:

https://libraryguides.mcgill.ca/audiovisual.

### READ



If you are looking for informative literature, the Consumer Health Guide helps you find reliable health information online.

To find e-books about mental health or fiction for relaxing, check out OverDrive for a complete collection. The Schulich Library also has a collection of consumer health books called the Wendy Patrick Health Information Collection.

### OE-STRESS

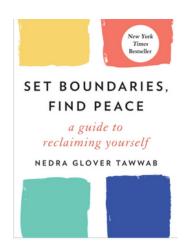


To take some time for yourself and relax, the Library has created a self-isolation care package, including items such as:

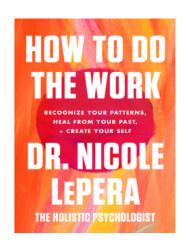
- ROAAr colouring books
- · virtual collections tours
- suggested read and watch lists
- recipes from the staff curated list
- virtual puzzles

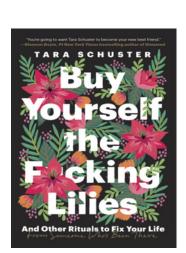
find these and more here:

https://libraryguides.mcgill.ca/redpathbookdisplay/carepackage.









### Advice from a U3 BA McGill student

It is outrageous and beautiful how different everyone's mental health journeys are, and yet how certain aspects are fundamental to life. Especially, when we're all still growing so much, it is so important to give yourself grace during this time, while reclaiming power over your mood, feelings, and thoughts. Staying proactive about my mental health with books has been the most impactful way for me to keep present, focused, and excited about navigating life as a student. Having a system around you that works for you doesn't have to be vigorous. It could just look like listening to your favourite playlist on the way to school - it could also be starting to look for therapists in your area. The McGill Library has many resources to help make finding those tools for self-care that much easier. To the left are some of my favourites that I've read so far. Being a student is HARD. There will always be obstacles thrown at you, but awareness gives you the power to take care of yourself despite what's happening around you. Wellness looks so different to everyone, and it's so important to find what self-care looks like for you.

I still have a lot to learn but here is some advice I have gathered since I first entered the Roddick Gates three years ago:

Be mindful, find your community, check-in on yourself, get the support you need, dance around your room when you're feeling low, read when you're inspired, take walks, listen to your body, be silly, and take your time.

Wishing you the best, and know that you are always supported.

### ALL ABOUT

# ACCESSIBILITY

ACCESS >

### INTHE LIBRARIES

The McGill Library is constantly striving to remove any remaining barriers to the McGill community. We are committed to ensuring our services are available and accessible to all users. We offer adaptive equipment, such as adjustable workspaces equipped with scanners; screen readers; and large-print software including JAWS, ZoomText and Open Book. In addition to this equipment, the Office Students with for Disabilities has a specialized computer lab located at the McLennan-Redpath Complex in room M1-21G. To learn more about the software available, visit:

www.mcgill.ca/osd/studentresources/accesstech/adaptivesoftware-and-equipment.



ACCESS >

### **RESOURCES**

The Office for Students with Disabilities is the primary resource for all of your accessibility and user service needs. The Library has a close working relationship with the OSD. To access information and assistance through the OSD, visit: www.mcgill.ca/osd/.



ACCESS >

### **MORE**

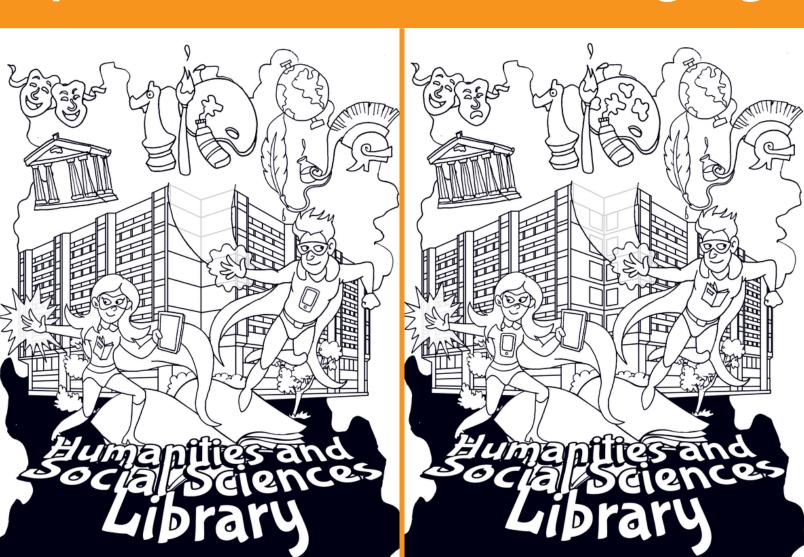
Looking for additional resources? Start by taking a look at the McGill Accessibility Map with specified routes meeting different needs, including routes that avoid stairs. Have a look at the accessibility guides for the Downtown and Macdonald campuses here:

www.mcgill.ca/osd/accessibility/campus-access-guides/campus-maps.

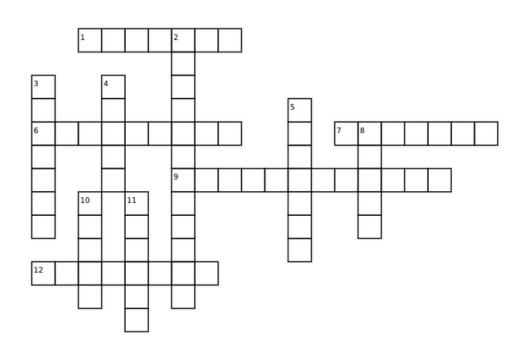
## TAKE A BREAK

Phew! Learning about all of the great library services at McGill can get pretty exhausting. Take a quick break with a few games. Looking for more fun? You are in luck, there are virtual games as well. These games open up new and interactive ways to explore the treasures in our collections. Try them out at: <a href="www.mcgill.ca/library/branches/roaar/play-library-games">www.mcgill.ca/library/branches/roaar/play-library-games</a>.

## Spot the 5 Differences/Colouring Page







Dow	n:				
2.	e@McGill is a digital repository				
	which stores these of McGill students.				
3.	The Islamic Studies Library is located in				
	M Hall.				
4.	Visit the Citations for				
	information on citation software available				
	to McGill student.				
5.	You may borrow, e-readers,				
	or tablets from the library.				
8.	You may borrow materials from other				
	libraries using I Library Loan.				
10.	Search the library catalogue using the				
	Discovery Tool.				
11.	There are branches within				
	the McGill Library.				
Acro					
1.	S guides can be found				
	online at mcgill.ca/library.				
6.	<b>3</b>				
	of Studies.				
7.	A L Librarian can help you find				
	the resources you need.				
9.					
	part of Rare Books and Special Collections.				
12.	Follow our Instagram account				
	to keep up to date.				



#McGillBookBingo

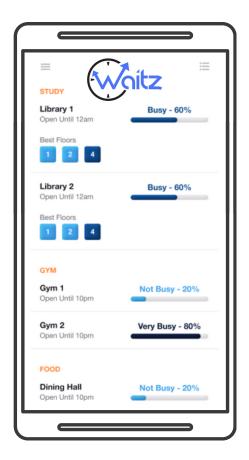
book set in Montreal	book published the year you were born	pop-up book	book written by a BIPOC author	book set on a university campus
book written in French	book made into a tv show or movie	book bought at an independent bookstore	memoir	college coming of age book
young adult fiction	book written by a graduate of McGill	LIBRARY	book with a red cover	banned book
poetry collection	suggested by a friend	book written by a Indigenous Canadian author	award winning book	book set in or around a mountain
book from a series	graphic novel	book with a bird on the cover	cookbook and try a recipe	audiobook

### SKIP THE WAITZ WITH THIS NEW LIBRARY APP

Picture this: it's early October and midterm season has just begun. You wake up determined to hit the library until you've finished that assignment. You pack up your bag and make the trek over to your favorite study spot only to find it completely full. We get it; it happens to the best of us - or at least it used to. It turns out, as with most things nowadays, there is an app for your studying woes. In response to a growing message from students about the lack of available seating, the Library has joined forces with a student-founded organization which has just the solution to this conundrum. Introducing Waitz: the anonymous space use app.

"We were looking for a solution to the lack of transparency around what seating was available, that's how we found Waitz." comments Katherine Hanz, Associate Dean, User Services, "Now, as we move to open up more Library spaces this fall, the Waitz sensor technology and app is important now more than ever because the tool gives students the opportunity to see how busy a McLennan workspace is in real time before heading out to the Library."





Waitz was started by four college students who, like you, were tired of looking around for a seat at their library, so they decided to make an app showing how busy every floor was in real-time. Now, Waitz provides this service to universities across North America, helping hundreds of thousands of students find a spot every day. "I came up with Waitz when I was a student at UCSD." explains Waitz Founder and CEO, Nic Halverson, "I was tired of pacing the floors of the library looking for a place to study, and thought to myself it would be more convenient to have an app that told me how busy the library was before I go."

Using completely anonymous Bluetooth and Wi-Fi usage sensors in main library study locations, Waitz is able to estimate the number of people in a seating area with around 95% accuracy. "We started in a university setting and deeply value student privacy," adds Halverson, "We created our sensor technology with that in mind so we never collect any personally identifiable information when tracking building occupancy."

To use this new and exciting tool, simply download the Waitz app, or visit: <a href="https://www.mcgill.ca/library/branches/hssl/spaces/find-space">www.mcgill.ca/library/branches/hssl/spaces/find-space</a> to access real-time occupancy rates.

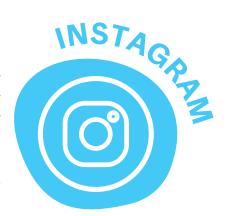
## MEDIA IN THE LIBRARY



Library Matters: <a href="mailto://news.library.mcgill.ca/">/news.library.mcgill.ca/</a>

Library Announcements: <a href="https://www.mcgill.ca/library/about/news">www.mcgill.ca/library/about/news</a>

<u>@mcgillib</u> - McGill Library
<u>@mcgillislamiclibrary</u> - Islamic Studies Library
<u>@musiclibrary</u> - Marvin Duchow Music Library
<u>@oslerlibrary</u> - Osler Library of the History of Medicine
<u>@mcgill\_rare</u> - McGill Library rare and special collections
<u>@mcgill\_vac</u> - McGill Visual Arts Collection





McGill Library
Islamic Studies Library
Macdonald Campus Library
Marvin Duchow Music Library
Nahum Gelber Law Library
Osler Library of the History of Medicine

McGill Library: https://www.youtube.com/user/McGillLibrary

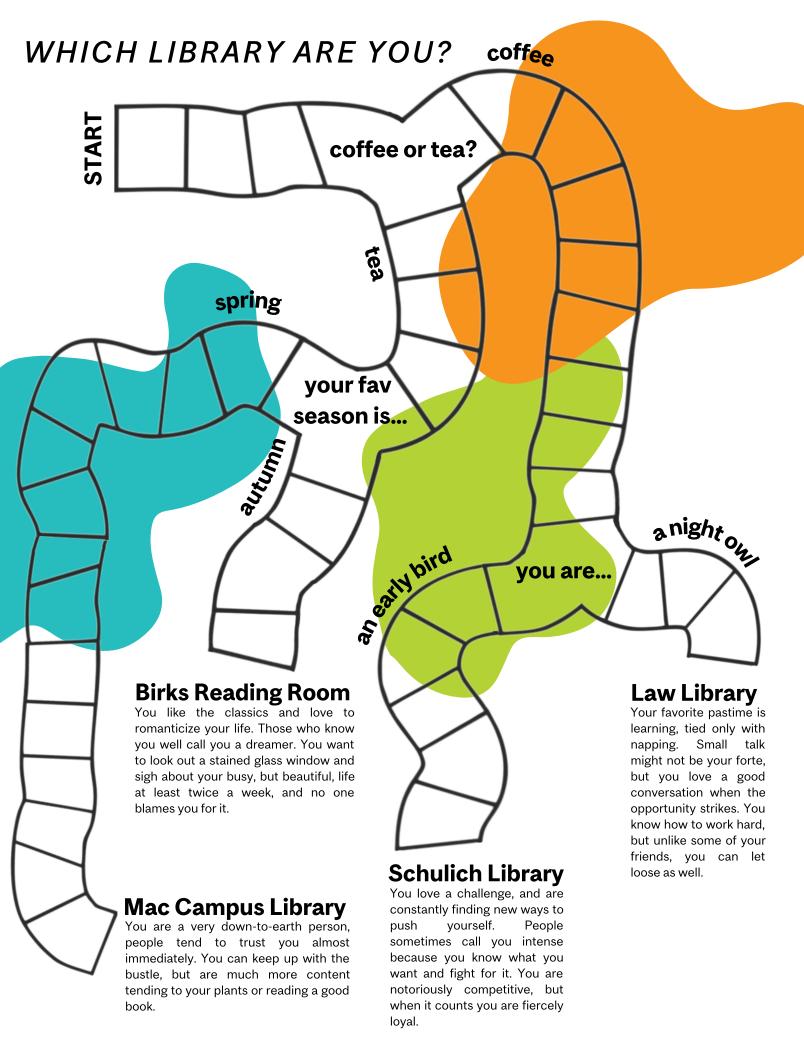




@mcgillib - McGill Library
@ISL\_McGill - Islamic Studies Library
@OslerLibrary - Osler Library of the History of Medicine
@McGillLawLibrar - Nahum Gelber Law Library
@McGill\_ROAAr - McGill Library rare and special collections
@McGillDSHub - Digital Scholarship Hub

The Dark Room - Digitization Services
De Re Medica - Osler Library of the History of Medicine
Flipside - Marvin Duchow Music Library
Islamic Studies Library's Blog - Islamic Studies Library
The McLennan Post - Humanities and Social Sciences Library
Rare Books and Special Collections at McGill - ROAAR
The Turret - the Schulich Library of Sciences
To access all, visit: https://blogs.library.mcgill.ca/





### Do you have any

# Questions?

Thank you for choosing McGill, we can't wait to meet you! We hope you love it here as much as we do.

Looking to have more of your library-related questions answered? Have a look at the library orientation page:

https://www.mcgill.ca/library/orientation.

Still need help? Text, chat, or email a librarian here:

https://www.mcgill.ca/library/contact/askus.

