Transcript on visual guide on “Finding, Borrowing and Returning Christ’s books”

Hi I’m Distance Points by Ackerman but my Christ’s Library name is N6370.A35 1991. My classmark, as this is called, will help you find me. See how you can find me on the shelf, take me home with you and then return me to my library home.

To find me and other Christ's Library brothers and sisters you will need to look on iDiscover.

Step one: Search by title, author or ISBN.

Step 2: Filter your search to only include Christ’s library books.

Step 3: If you want to find me note down the floor and the letter- number code of the book which is called the classmark.

Once you have written down the floor I’m on and my classmark you can find me on the shelf or ask a member of staff to reserve me for you at [library@christ.cam.ac.uk](mailto:library@christ.cam.ac.uk)

How to take me home with you. Step 1: Go to the self-issue machines to borrow me or ask a member of staff in person or remotely.

Step 2: Scan your library card.

Step 3: Put me on the scanner base. You will see a notice saying I am now on your account.

You can borrow me for up to 2 weeks which can later be renewed through your library account.

You don’t need a library card to return me.

Select return on the self-issue machines or ask a member of staff for help. Then place me on the scanner base.

You have now returned me.

Now place me on the “returned books trolley”

If you can’t find me, look on iDiscover. If I am on loan you can recall me using your library account. Ask staff for help or check other libraries.

Still not sure? Staff can help you with any book related enquiry in person or remotely by accessing your library account or telling you what resources are available for you. Our library office hours are Monday to Friday, 9am to 5pm and our email address library@christs.cam.ac.uk