

# Maryvale Institute

## Guide to the Library

### Location and accessibility

The Library is on the first floor, above the lecture halls, with lift access available. It has a room equipped as an accessible study area with adjustable study desk and chair, and a PC running accessible software.

### Opening times

The Library is usually open throughout weekend residentials and study days. It may not be staffed during the week so, if you wish to visit then, please contact the Library staff prior to your visit to make access arrangements [library@maryvale.ac.uk](mailto:library@maryvale.ac.uk) .

### Loans

The Institute Library holds approximately 20,000 items, covering a wide range of materials: books, dissertations, hard copy and online periodicals as well as encyclopaedias. Many of the books are available for loan, with the agreement of the library staff, seven books being the usual limit at any one time. Items of high demand are kept in the Librarians' Office for reference purposes only.

Books are loaned on a termly basis and underdue reminders to return these are emailed out prior to student residentials.



### Digital resources

All of the Library's digital resources are linked from its Moodle page. This is where you will find the Library catalogue and links to subscription databases.

The Library uses the 18<sup>th</sup> edition of the Dewey classification so the majority of titles are in the 200 class for Religion or the 100 class for Philosophy. The Library is currently moving to a new catalogue called Access-it which will be easier to search and provide more information about resources. Students will also be able to use it to check their current and past loans. This is a major project which involves recataloguing the library stock and until it is completed, both the old and new catalogues are available via Moodle for searching.

Students have access to EBSCO's *Religion and Philosophy Collection* of ejournals. This gives access to more than 200 full-text journals and magazines, with further titles indexed.

Maryvale also subscribes to the *Cambridge Companions* series of ebooks. These are a series of authoritative books, written by leading experts, offering lively, accessible introductions to major writers, artists, philosophers, topics and periods.

The Moodle link for both databases will log students in without needing to enter a username or password.

## Working in the Library



In the Library there are four computer workstations with internet access available for student use, along with a black and white printer and a scanner. A wireless internet connection is also available for users' own laptops.

There is a photocopier available in the Library for student use; all that is asked in return is a small payment per photocopied sheet, as indicated alongside the equipment.

Maryvale Library is popular with students. It is the Institute's main communal area for quiet study, with students sometimes working there for hours at a time, particularly those from overseas.

Beverages are tolerated providing the crockery is returned to the Students' Kitchen or bedrooms afterwards and any spillages are dealt with immediately and effectively. Students are required to observe the regulations in the Library policy.



## External resources

External Library catalogues are available online, for example:

[British Library](#)

[JISC Library Hub Discover \(formerly COPAC\)](#)

UK Public Library catalogues

[Vatican Library](#)

NB. Maryvale Institute has no control over and takes no responsibility for the contents of any external sites or of sites linked to or from them.

Maryvale Institute is a founder member of ABTAPL (the Association of British [and Irish] Theological And Philosophical Libraries), the highly successful arrangement between theological colleges and specialised department libraries for Inter Library Loans (ILLs) or copying services. Charges may be made for ILLs, dependent on the donor library. Library staff will advise on this.

St Mary's College, Oscott (the seminary in Birmingham) permits Maryvale students to use the library on a reference-only basis. Students wishing to take advantage of this must place their request for access through the Maryvale Librarian. Students wishing to access other college libraries are strongly advised to take their Maryvale ID cards with them to confirm that they are bona fide students of a UK college.

## Library staff and contact details

Elizabeth Roberts (p/t 3 days)      [librarymanager@maryvale.ac.uk](mailto:librarymanager@maryvale.ac.uk)

Sean Carron (p/t 2 days)      [library@maryvale.ac.uk](mailto:library@maryvale.ac.uk)

Library telephone (direct dial) 0121 325 2406

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