

Collection

Items from these collections are available for loan:

- General Collection
Arranged in Dewey order. Includes books and DVDs.
- Chinese Collection


The following collections are for reference use within the library only:

- Reserve
Books in high demand for course work are put on Reserve by lecturers, with a status of 'Closed Reserve'.
- Reference
This section includes dictionaries, encyclopaedias, concordances and many other reference works relating to theology.
- Journals
Latest issues on display stand. Back issues are shelved in bound or boxed format.

BORROWING POLICY

1. General collection books may be borrowed for 28 days, or a shorter period set if item is in high demand.
2. Borrowed books may be recalled.
3. Recalled books will incur a \$5 fine if not returned promptly.
4. Books may be renewed twice if not reserved by another borrower. Renew books online before due date.
5. On-site borrowers should present their ID cards in order to borrow items.

Study support initiatives:

- 10 Essentials for Assignments
Find on CareyOnline homepage: careyonline.elearning.ac.nz
 **10 Essentials 学习须知**
- PWA (Peer Writing Assistance)
Students helping students. Library drop in Tuesdays 12.30–1.30pm; or by appointment. Email: library@carey.ac.nz
- First Steps
Accademic skills course. All new students enrolled; or join up to brush up. Email: library@carey.ac.nz

DISTANCE SERVICES

- Distance Services are available for students who are currently enrolled in Carey courses and studying all their papers by distance, and those who live outside the Auckland urban area—defined as beyond Long Bay in the north, Papakura in the south, and Swanson/Massey in the west.
- Books and other loanable items are sent out, with return postage enclosed.
- PDF copies of articles from hardcopy journals or book chapters are sent by e-mail, in accordance with Copyright Act 1994. (Also available to overseas students)

SEMESTER HOURS

8.30am – 6.30pm **MONDAY TO THURSDAY**
9.00am – 5.00pm **FRIDAY**
10.00am – 12.30pm **SATURDAY**

INTER-SEMESTER BREAK & SUMMER BREAK HOURS

9.00am – 5.00pm **MONDAY TO FRIDAY**

PHYSICAL ADDRESS

473 Great South Rd
Penrose, Auckland 1061

CONTACT DETAILS

0800 773 776
PO Box 12149, Penrose, 1642
(09) 526 0347 | 526 6596
Email: library@carey.ac.nz



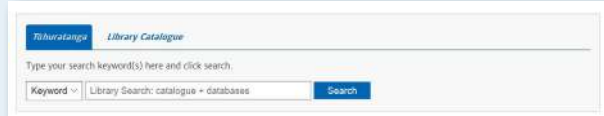
CAREY
THEOLOGY. APPLIED.
Te Kōwhiri Iritiri O Carey

library
guide
matauranga
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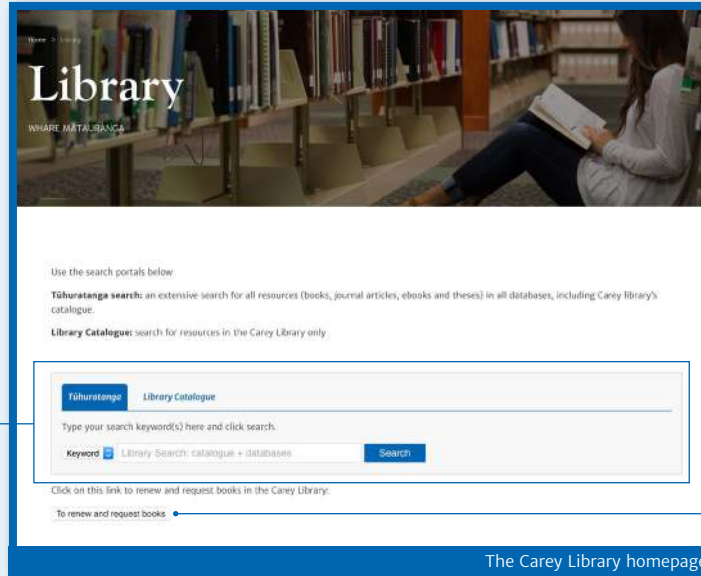
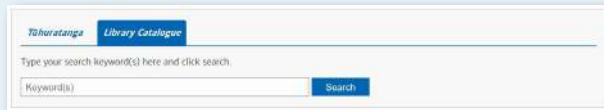


Typing in the URL above takes you to the Carey Library homepage as shown on the image on the right. There are two tab options on the library homepage, Library Catalogue and Tūhuratanga search:

TŪHURATANGA SEARCH – searches across the catalogue, journal databases and more. Search by keywords, or select from the drop down box to search by item title or author.

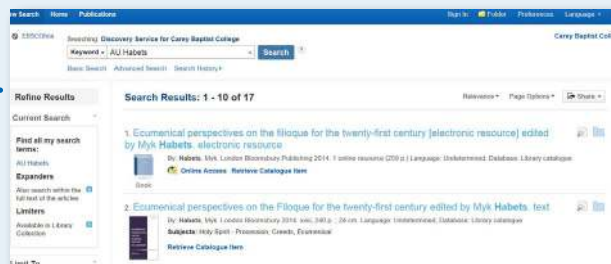


LIBRARY CATALOGUE – includes all items held in the Carey library. Enter search term(s) in the search box. This may be word(s) in the title, author, subject; any other keyword(s); or a combination of these.



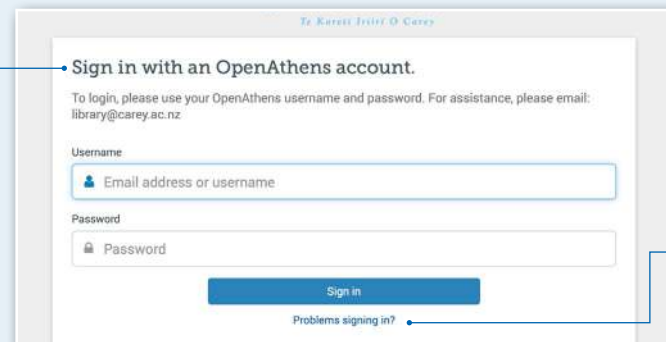
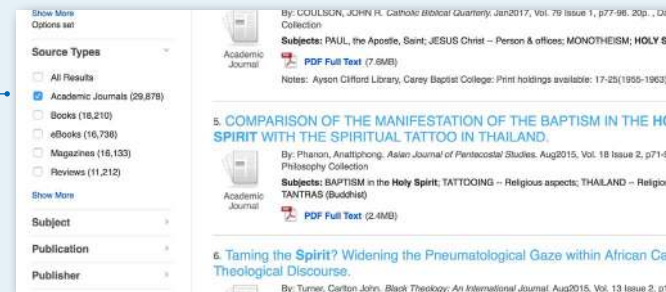
The Carey Library homepage.

Tūhuratanga Search results screen. After doing your search you can Refine Results (see options on the left of the search results screen):



In order to access the **full text** of items such as ebooks + journal articles, you will be prompted to login via OpenAthens

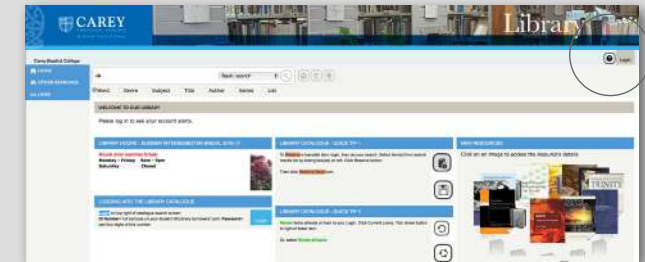
To search for a particular Source Type, such as journal articles, select Academic Journals:



From the library homepage you can also select the following useful functions:

To renew and request books

This will take you to the library catalogue page where you will first need to Login on top right of screen.



Login with your ID Number and Password.

ID Number = full barcode on your student ID/library borrowers' card

Password = last four digits of the ID Number

TO RESERVE A LOANABLE ITEM:

1. Login, search for the item then select required item from search results list by ticking box to left of title.
2. Select Reserve button
3. On next screen, select Reserve icon

TO RENEW ITEMS ALREADY ON LOAN TO YOU:

1. Login, select My Account.
2. Select Loans
3. Select renew button to right of listed item
4. or select Renew all loans

When first enrolled, library users will receive an email enabling them to set up their OpenAthens login. Ask the library staff if you need help with this.