My Library’s Top Tips
2024/2025
Undergraduate Degree Students
Certificate & TAP Foundation Students

1. **SEARCH** for books or articles from your reading list using the Library’s catalogue, Stella Search

2. **CONTACT** your **Subject Librarian** for expert searching advice

3. **BORROW** up to 10 books at a time

4. **REQUEST** books from storage using our *Click and Collect* service in Stella Search

5. **USE** the Self-Service Kiosks to borrow or return books

6. **PRINT/COPY/SCAN** on any printer (service managed by Datapac). ID code = your student number; PIN e-mailed when you register with TCD

7. **ATTEND** any of our training sessions - *Library HITS* - and brush up on your research skills

8. **ASK LIBRARY STAFF FOR HELP** by e-mail to library@tcd.ie, our *Chat with us* service on the Library website or in-person at our Service Counters

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