My Library’s Top Tips
2022/2023
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. **SIGN UP** to any of our online training sessions - *Library HITS* - and brush up on your research skills

8. **ASK LIBRARY STAFF FOR HELP** (by e-mail to *library@tcd.ie* or our *Chat with us* service on the *Library website*)