Welcome to Edinburgh Napier University! This guide will help you find the library resources you need for your work, teaching and research. Some services are most relevant to academic staff, but library resources are available to all staff.

Finding books and other resources

Use LibrarySearch to search across Edinburgh Napier University Library collections. Find out more:

- New staff information/FAQs
- Guides for each subject (and one especially for professional staff).
- Research Cycle – Supporting you at each stage of your research.
- Box of Broadcasts – Online TV and radio for education.
- Find upcoming training at the Training and Events Calendar.

If you can’t find what you want in our libraries, you can also borrow from other libraries with the SCONUL Access scheme or request an inter-library loan.

Ask for a one-to-one introduction

Information Services Advisors (or subject librarians) work together with staff to support teaching, learning and research in the university.

- Find the details of your Information Services Advisor.
- Ask for an introduction to the resources available for your subject.

Borrowing

Bring your staff ID card with you when you visit the library. You can borrow up to twenty-five items at a time. Books will automatically renew for up to a maximum of four months – see Intelligent Loans.
Reading lists
Edinburgh Napier uses the reading list software Leganto for the creation of online reading lists.
- To create lists for your module and link to them from Moodle, see the Reading Lists guide or ask your Information Services Advisor for training.
- Please send your reading lists to the Library well before the beginning of each trimester.

New modules/resources
To suggest new book or journal purchases, contact your Information Services Advisor.
- Be aware that it can take up to twelve weeks for physical books to arrive in the library.
- If you are developing a new course, discuss requirements with your Information Services Advisor as soon as possible.

Giving students online access to resources
There are two ways you can gives students online access to resources:
- Create links to resources – either using quick Leganto tools to add an item to your online reading list or see Link to books and journals.
- Request pdf copies of articles and book chapters using the Digital Extracts Service. You can then upload these files to Moodle courses. This service allows you to make readings easily available for students, with appropriate copyright clearance.

Note that downloading or scanning articles yourself for adding to Moodle courses will breach the terms of the University’s HE Copying and Scanning Licence. For more information, see Digital Copying for Moodle.

User education for students
Information Services Advisors work with you to identify and address the information needs of your students.
- Contact your Information Services Advisor to request in-class sessions for students tailored to the needs of your module.
- This can include a basic introduction to LibrarySearch or specific databases and development of digital literacy skills.

Ask for help
Email and telephone help is available 24 hours a day, 365 days a year.
Email: library@napier.ac.uk Telephone: 0131 455 3500
Follow us on Twitter - @ednaplib.
Information Services Advisors – Contact us for subject-specific help or resource enquiries.

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Engineering & Built Environment, Computing
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