

Quick guide 12

The first port of call for all Brookes' students and staff is Oxford Brookes University Library. However in some circumstances access to other libraries/archives in Oxford and the UK may be available.

Libraries in the Oxford area

Bodleian Libraries

The Bodleian Libraries Group comprises key Oxford University Libraries, including the central Bodleian Library, the Radcliffe Science Library, the Sackler Library and the Bodleian Social Science Library. The Bodleian is a copyright deposit library and is used by scholars from around the world. You can search [OLIS](#), the Oxford University's online union library catalogue.

During University of Oxford vacations any Brookes undergraduate may apply for reference access directly to the Bodleian Admissions Office.

Brookes' academic staff and postgraduate research students may also apply directly to the Bodleian Admissions Office for a Reader's Ticket – follow the instructions on the Bodleian Libraries website <http://www.bodleian.ox.ac.uk/services/admissions/procedure>.

Oxford Brookes has a special arrangement in place with the Bodleian for postgraduate taught students and for undergraduate students in semester 2 of year 2 or in year 3 or 4 and engaged on dissertation work. Full details of how to apply for admission are available in Library Quick Guide 8.

Some University of Oxford faculty and departmental libraries also offer facilities (usually reference only) for Oxford Brookes University students. Access is variable and prior permission is usually necessary, so please check with your Subject Librarian.

Oxfordshire County Libraries

The Oxford Central Library, with a large lending stock and specialist local studies and music collections, is situated in the Westgate Centre and there are branch libraries in Headington, Cowley and Summertown and also in the surrounding towns. Brookes students and staff may use these for reference without any prior arrangement and may join at their local library in person (remember to take proof of identity) or online at <http://www.oxfordshire.gov.uk/libraries>

Oxfordshire History Centre

Oxfordshire History Centre looks after historic documents relating to the county from about 1150 to the present day. It is located at St Luke's Church, Temple Road, Cowley. If you wish to look at original records, you will need to register for a County Archive Research Network (CARN) ticket by providing two passport-size photographs and official evidence of your address and signature (e.g. driver's licence, or bank statement and credit/debit card). The ticket is valid for four years in about seventy record offices around the country. More information is available from <http://www.oxfordshire.gov.uk/oro>

University libraries elsewhere in the UK

If you live or work some distance from Oxford you may wish to use other academic libraries.

Higher education institutions participating in the **SCONUL Access scheme** give borrowing facilities to staff and research students, part-time and distance learning students and full-time postgraduate students. Full-time undergraduate students have reference access only. More information is available at <http://www.access.sconul.ac.uk/>

Students on placement

Students on industrial placement fieldwork, or similar course secondment, may use some libraries in the area of their placement, both for reference and borrowing. Full time students on placements over ten weeks in duration can use the SCONUL Access Scheme to obtain borrowing facilities at member libraries.

Can I use the British Library?

Staff and students may apply for a British Library Readers Pass. Further information is available from the BL web site <http://www.bl.uk/reshelp/inrooms/stp/register/stpregister.html>.

Library catalogues

Most university websites include a link to their library catalogue, or these services may be helpful:

- Oxford University's online union library catalogue: <http://solo.bodleian.ox.ac.uk>
- British Library Integrated Catalogue: <http://catalogue.bl.uk/>
- COPAC: <http://copac.ac.uk/>
This provides free access to the merged online catalogues of the largest university research libraries in the UK and Ireland, plus the British Library Integrated Catalogue and a number of specialist research libraries nationwide. COPAC users have online access, via a single search interface, to millions of catalogue records, which they can search simultaneously by title, author or subject.
- SUNCAT : <http://www.suncat.ac.uk>
SUNCAT is the Serials UNion CATalogue for the UK research community. It is the most comprehensive source of information about the location of serials (journals) held in libraries throughout the UK. SUNCAT contains records from over 60 of the UK's largest research libraries.