Login Username and Password

- Your username and password is sent to you after you access it.
- Your username is the text before the @ in your University of Tasmania email address.
- Your password is used to log in to the computers in libraries, learning hubs and ITS-controlled labs.
- It is a user name to log into your university email, electronic resources, eStudent and printing from computers in libraries, learning hubs and ITS-controlled labs.

MyPassword

- Your password must be changed every 90 days.
- Change your password via the MyPassword Portal www.utas.edu.my/MyPassword.
- Keep your password safe and secure.

Need help?
- Visit any U Connect service point.
- Telephone 1300 304 903 (local call cost) or email service.desk@utas.edu.au

MyPrint

MyPrint is the University of Tasmania’s Managed Print Service for printing, copying and scanning.

Find more information at utas.edu.au/print.

Need help?
- Please contact: Wise Support.
- T: 1300 136 536

What is My Library?

My Library allows you to:
-view and renew items that you have on loan.
-check for requested items and fines.
-search the library catalogue and create your own list of library items that can be saved and emailed.
-opt in to keep your borrowing history.

Access MY LIBRARY at utas.edu.au/library

eduroam and Wireless Setup

University of Tasmania wireless internet access is through eduroam.
eduroam is available at all Australian Universities and research institutions using your UTAS account details (Note: you must enter your full UTAS email address as your username).
eduroam can also be used at participating research and education institutions across 70 countries worldwide.
Find more information at utas.edu.au/service-desk

Help and Support

The Library provides:
- Consultations with Librarians
- Introductory sessions on accessing resources
- Online tutorials
- U Connect - service point
- Tours at the beginning of each semester
- I還有 support service
- Questions? Ask Us - saikou.utas.edu.au

For details see utas.edu.au/library

Services

- Bona - for free borrowing from 12 different libraries.
- Subject Guides for subject specific and referencing help.
- Electronic access to past exam papers.
- Book a group study room online at utas.libcal.com.
- Keep up-to-date with the Library Blog, follow us on Twitter and Facebook.

For details see utas.edu.au/library

While visiting the Library

- Take care not to leave your valuables unattended.
- Cold snacks and covered drinks are permitted.
- Phones should not be used in quiet study areas.
- Please observe all Library rules: see Policies, Reports and Projects at utas.edu.au/library/About
- Scan the QR code to access University of Tasmania Health and Safety.
- saikou.utas.edu.au/work-health-safety/students
Borrowing

Borrower Categories | Number of Items | Loan Periods
--- | --- | ---
Undergraduate | 3 | 28 days
Staff, Postgraduate and Higher Degree students | 50 | 84 days
Community Borrowers (including RHQ Staff) | 25 | 28 days

Maximum fine for each item is $30.

Request / Recall and Renew

- **Request / Recall** Items that are on loan or available at any University of Tasmania Library. Retrieved items must be returned within 7 days.
- **Retrieve** Items must be up to 3 times using **My Library**. By phone or at any U Connect service point, print recalls for which you have not been requested/recalled items due to overdue for 28 days or more cannot be renewed. Received items must be renewed once, if they are not overdue or booked.
- **Recall** To avoid a fine, return or renew items due the day.

Fines

Demand (Overdue) Fines: An account for replacement costs will be sent after an item has been overdue for 28 days.

- **Return**: 2 days & 24 hour: 15 fine per item booked 1st period
- **3 day**: 15 fine per item booked 2nd period
- **Maximum**: 15 fine per item booked 3rd period

Library Resources

Library resources are accessible at Search & Find. You can:

- Search for and locate items in University of Tasmania Libraries.
- Search and access electronic resources such as ebooks and reference sources.
- Go to Reading Lists to find e-leaflets and items and Reserve for your unit reading list.

Flexible Library Service

The Flexible Library Service is offered to University of Tasmania students and staff who live or are undertaking practical work more than 30 km from a Hobart or Launceston Campus library or who have special needs or disabilities.

Requested materials can be emailed or delivered by post, and/or available at the Flexible Library Service desk. Contact: Flexible Library Service, askus.utas.edu.au, 6430 4985.

Our Libraries

The University of Tasmania Library network:

- Hobart Central Library: 613 3228 4736
- Law: 613 3228 2063
- Clinical: 613 3228 4813
- Support: 613 3228 2237
- CCC: 613 3243 4049
- Music: 613 3228 7325
- Law: 613 3228 3726
- Rozelle: 613 2872 1985

Keep up-to-date at: askus.utas.edu.au/library/open/hrsc

Flexible Library Service e-mail: flexible@lib.utas.edu.au

Contact Us

Website: 24/7 access to our online information, services and help at: askus.utas.edu.au/library

Telephone (during opening hours): On select 4 for Library enquiries Tasmania 1300 304 303 (local call cost) Information: 1300 304 181

What is my Library Card? You can use your University of Tasmania ID card to:

- Borrow and renew items at all of our libraries.
- Access MyPrint printing devices for printing, copying and scanning.
- You must carry your ID card with you at all times while on campus.