

[illegible]



Information Resources Centre:
We are your study companion!

About the Kidsploration library



Location

1/F

Tin Wan Campus



Website

<http://lib.yccece.edu.hk>



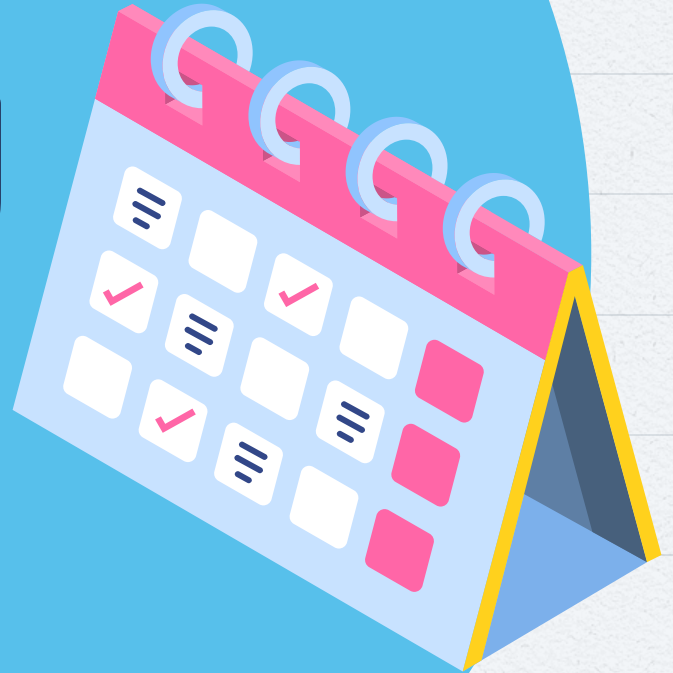
Search

koha.yccece.edu.hk

(Library Catalogue)



Opening hours



Library Website > About us > Opening Hours

Monday – Friday
8:30 am – 5:30 pm



What do we have in the library collection?



Print Collection

Examples including:

- Early Childhood Education {**ECE**}
- Education & Social Sciences {**EDU**}
- General books: English {**ENG**}
- Chinese {**CHI**}
- Children's Books {**CB**}
- Course Reserves {**CR**} - Keep at library counter (4-hours loan)
- Periodicals {**PER**}: Journals, Magazines
- Audio-visual {**AV**}: Documentaries, Movies
- Special collection {**YC**}: Yew Chung publications etc



Examples including:

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**How many
books can you
borrow?**

Borrowing Privileges

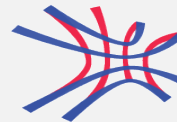
Library Website > Services > Borrowing & Returning > Loan Quota


(<https://lib.yccece.edu.hk/en/services/borrowing-returning/loan-quota>)

Collection	Degree Students (UG & PG)			Diploma / Higher Diploma Students		
	Loan Quota	Loan Period	Renewal	Loan Quota	Loan Period	Renewal
General	15 items	28 days	3 times	10 items	28 days	3 times
ECE / EDU & Soc Sci	13 items	14 days	3 times	8 items	14 days	3 times
Children's Books	4 items	14 days	3 times	4 items	14 days	3 times
Audio-Visual	3 items	28 days	3 times	2 items	28 days	3 times
Special / YC Collection						
Course Reserves (4-hour)	4 items	4 hours	1 time	4 items	4 hours	1 time
Periodicals (Back issues)	3 items	7 days	1 time	2 items	7 days	1 time
Periodicals (Latest issue)	Library use only			Library use only		
Reference						
Notebook / iPad	1 set	4 hours	1 time	1 set	4 hours	1 time


The Library Website

lib.yccece.edu.hk











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Go+
Since 1932
YCYW

[Home](#) [Collection & Resources](#) [Services](#) [Facilities](#) [IT Support](#) [Get Help](#) [OpenLMS](#) [About Us](#)

Quick Search


     

[Renew your loan](#) [Notebook Availability](#) [iPad Availability](#) [Facilities Booking](#) [Recommend](#) [Course Reserves](#)


AVAILABLE FOR LOAN



Scan & Check Availability

Notebook



iPad












Current Opening Hours

[Other >](#)

Mon - Fri 8:30am – 5:30pm
Sat & Sun Closed
Public Holiday Closed

Electronic Resources

[More >>](#)

Quick ECE Resource Lists

- [Print Journals](#)
- [E-Journals](#)
- [E-Books](#)
- [E-Books - Unlimited Access](#)



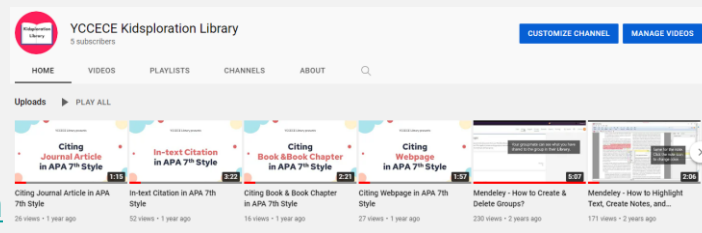
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Resources

- [Homepage](#)
- [Catalogue](#)
- [Course Reserves](#)
- [Borrowing Privileges](#)
- [Library Material Recommendation](#)
- [User education videos on YouTube related to e-databases, Koha library system](#)
- [Open access resources](#)



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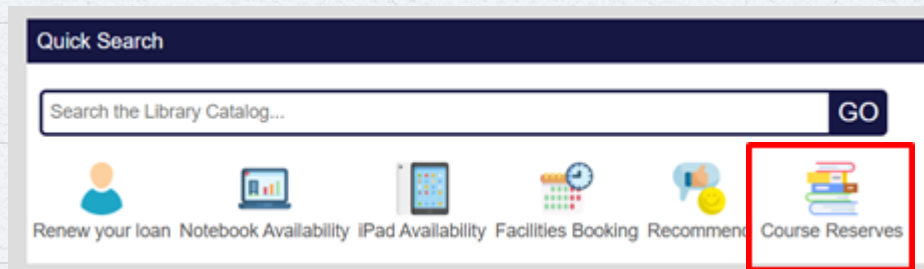


Find Course Reserves

lib.yccece.edu.hk

Course list

- Sort by Course code / Instructor



Reading List of a course

- View required and supplementary readings in the course outline
- Click the item title to reserve

Courses

Name	Course #	Section	Term	Instructors	Notes
A survey of traditional Chinese culture	CHN103	BE1	Autumn	LEE, Hong Lai Samman	No required reading list
Academic Writing I	ENG4102	BE1	Autumn & Spring Terms	TENG, Bernice Hoi Yun	No required reading list
Advanced Practicum	ECE5901	BE1	Autumn & Spring Terms		
Child Studies I (Holistic Development)	ECE4101	HO, BE1	Autumn	HOOD, Mary Ann	

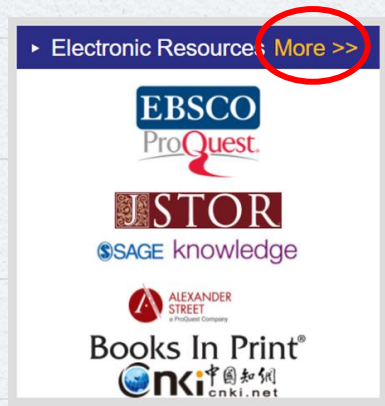
Course reserves for Advanced Practicum

Term: Autumn & Spring Terms
Department: ECE
Course number: ECE5901
Section: BE1
Instructors:
Search:

Title	Author	Item type	Location	Collection	Call number	Copy number	Status	Date due	Notes	Link
Early years : an international research journal.		E-journal	Yew Chung College of Early Childhood Education Library	E-journal	Electronic Resource		AVAILABLE		Required Reading	Item URL
Child development : a practical introduction /	Crowley, Kevin	ECE collection & Children	Yew Chung College of Early Childhood Education Library	ECE Collection	HQ 767.9 .C759 2014		AVAILABLE		Supplementary Reading	
Child development : a practical introduction /	Crowley, Kevin	ECE collection & Children Book	Yew Chung College of Early Childhood Education Library	ECE Collection	HQ 767.9 .C759 2014	2	AVAILABLE		Supplementary Reading	
Effective practices in early childhood education : building a foundation /	Bredenkamp, Sue	ECE collection & Children	Yew Chung College of Early Childhood Education Library	ECE Collection	LB 1140.23 .B72 2014		AVAILABLE		Supplementary Reading	

Finding Electronic Resources

lib.yccece.edu.hk



Electronic Resources

Copyright Warning

Jump to section:

eBooks Videos Journal Articles Newspaper Publishing Information OA Resources

eBooks

Database Vendor	List of e-books From the subscribed databases	List of purchased e-books
EBSCOhost	The list	The list from Koha
SAGE Knowledge	The list	The list from Koha
HyRead	-	The list from HyRead

Videos

Publisher	Database title
Exchange Press	Ed Flicks
ProQuest	Alexander Street - Education in Video

Journal Articles

Database Vendor	List of e-journals from the subscribed databases
EBSCOhost	The list
Elsevier	Early Childhood Research Quarterly*
Exchange Press	Articles on Demand
JSTOR	Arts & Sciences IV, VI & XII - AAF Teaching Young Children
NAEYC (Online access for staff only)	Young Children
	Contemporary Issues in Early Childhood
SAGE	Journal of Early Childhood Research Young Exceptional Children

Access e-resources

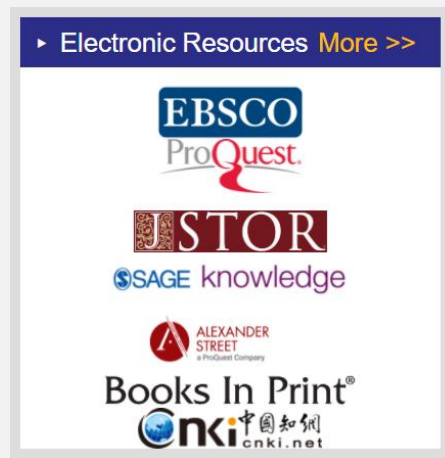
lib.yccece.edu.hk

- E-books, e-journals,**
- EBSCO

- E-journals**
- ProQuest Education Database
- JSTOR
- CNKI etc

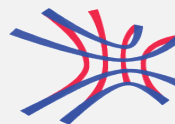
- E-books**
- SAGE Knowledge

- Videos**
- Alexander Street



- Login is required (same username and password as your college email)

Sign in with your organizational account



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The Search Solution

<https://research.ebsco.com/c/a2g3st/search>



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Finding Library Resources

lib.yccece.edu.hk

The screenshot shows the library website with a red header bar containing social media icons (WhatsApp, Instagram, YouTube, Email, RSS, Print, and Information). Below the header, the YCCCE logo and name are on the left, and a search bar is on the right. A navigation bar lists: Home, Collection & Resources, Services, Facilities, IT Support, Get Help, OpenLMS, and About Us. The main content area features a 'Quick Search' section with a search box (containing the text 'Search articles, books, journals & more') and a 'GO' button. Below this are icons and links for: Renew your loan, Notebook Availability, iPad Availability, Facilities Booking, Recommend, and Course Reserves. On the right, a 'Current Opening Hours' section lists: Mon - Fri (8:30am - 5:30pm), Sat & Sun (Closed), and Public Holiday (Closed).

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Search Site

Home Collection & Resources Services Facilities IT Support Get Help OpenLMS About Us

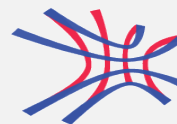
Quick Search

Search articles, books, journals & more GO

Renew your loan Notebook Availability iPad Availability Facilities Booking Recommend Course Reserves

Current Opening Hours [Other >](#)

Mon - Fri 8:30am – 5:30pm
Sat & Sun Closed
Public Holiday Closed



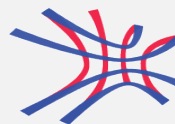
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Interlibrary Loan: final year BEd & PG students ONLY

<https://lib.yccece.edu.hk/en/services/interlibrary-loan-document-delivery>

- This service is only available to final year Bachelor's Degree (yr 4) and PG students
- Materials fallen outside the remit of the current library's collections
- Request for loan of library books or photocopy of journal articles, where available, from our partnering institutions, to support academic research and study
- Interlibrary Loan Request Form
(<https://lib.yccece.edu.hk/en/services/interlibrary-loan-document-delivery>)



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Your Library Account


koha.yccece.edu.hk



Login your library account

koha.yccece.edu.hk

1. Log in to your account (top-right corner)

 **Log in to your account**

2. Log in with your college email & password

College Email Login:

[Click here](#)

3. Input search term and click “Go”

Search Library Catalog **Go**



4. Click the book title

Handbook of early childhood education / edited by Robert C. Pianta ... [et al.].
by Pianta, Robert C.

Publisher: New York : Guilford Press, c2012

Availability: **ITEMS AVAILABLE FOR LOAN:** [CALL NUMBER: LB 1139.25 .H33 2012] (1).

Collection type: ECE

 [Place hold](#)  [Add to cart](#)

5. Reserve the title if needed

 **Place hold**

 **Print**

 **Save to your lists**

 **Add to your cart**

 **Unhighlight**

 **Send to device**

 **Save record** ▾

6. You will receive a pick-up email notification from the library

Library services & facilities



PC / iMac Workstations



Library Website > Facilities >
PC Workstations

- 10 PC workstations at the Library
- Installed with data analysis software
- 2 iMac* desktops with Adobe Creative Suite installed
- 10 PC workstations at the Student Learning Commons

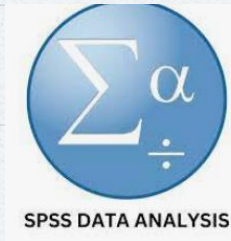


Research Workstations



Library Website > Facilities >
Facilities Booking >
Research Workstations

- 2 PC workstations installed with data analysis software SPSS & NVivo
- Bookable: reservation system via library website
- <https://lib.yccece.edu.hk/en/facilities/facility-booking-guide/research-workstations>
- First-come-first-served




All-in-one digital printer

lib.yccece.edu.hk

Library Website > Facilities > Printing, Photocopying & Scanning

For printing and photocopying (Scanning is free)	Black & White		Colour	
	Simplex	Duplex (雙面)	Simplex	Duplex (雙面)
A4	\$0.30	\$0.40	\$2	\$3
A3	\$0.50	\$0.70	\$3	\$5

- Free Print Quota \$100
- Purchase additional quota at the Library counter
- Octopus payment only 
- 2 all-in-one digital printer – 1 in the Library

– 1 in Wofoo Student Learning Commons (SLC)



Self-Service Lamination

lib.yccece.edu.hk

Library Website > Facilities > Lamination

CHARGES	LAMINATING FILM				
<ul style="list-style-type: none">• Only laminating films purchased from the Library counter are allowed.• Only Octopus Card payment is accepted.	<table><tr><td>A4</td><td>\$2 / Film</td></tr><tr><td>A3</td><td>\$4 / Film</td></tr></table>	A4	\$2 / Film	A3	\$4 / Film
A4	\$2 / Film				
A3	\$4 / Film				

- Purchase laminating films at the Library counter
- Octopus payment only

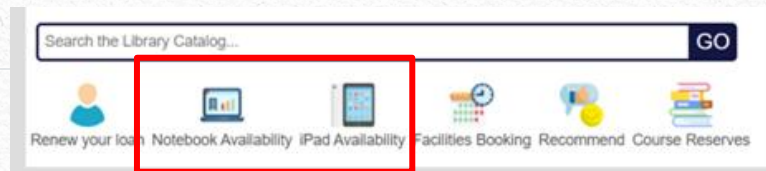




4-hour Notebook / iPad Loans



lib.yccece.edu.hk/en/



- **Library Website > Facilities > Notebook & iPad Loan**
- Some Notebooks and iPads available for 4-hour loan
- Borrow one set of Notebook **OR** one set of iPad
- First-come, first-served basis
- Return on the same day
- **On-campus use only**

Late return = \$20 / hour (including closing hours)

Overnight charge = \$100 / night

Maximum overdue fine = \$700 / set

If you reach the max. overdue fine, it is assumed lost...

\$700 (fine) + \$60 (processing fee) + \$5,000 (replacement cost)=

\$5,760



Group Discussion Room

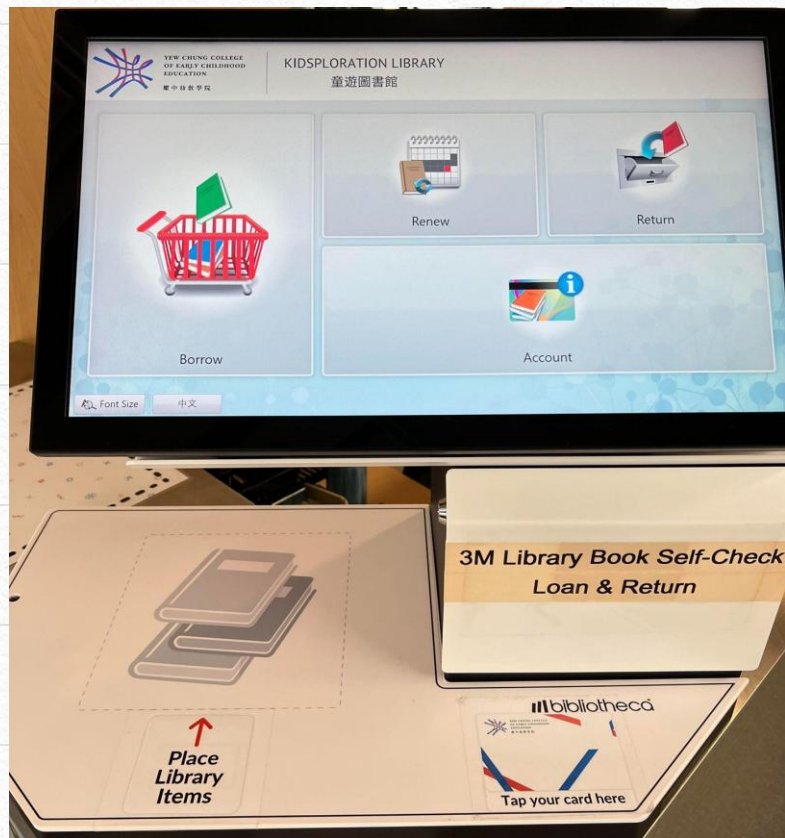
Library Website > Facilities > Group Discussion Room

- Bookable: reservation system via library website
- <https://lib.yccece.edu.hk/en/facilities/group-discussion-room>
- First-come-first-served
- 2-Hour slot (only once a day)





Circulation: Self-Checkout Kiosk



Functions:

- Borrow books
- Renew books = Borrow again
- Return books
- Account -> Check your library account information (on-loan, holds, fines, renewals)

Where is it?

Inside the Library, next to the counter



Circulation Counter



- Borrow & return books, notebooks & iPads
- Pay overdue fines of library items
- Top up your printing quota with Octopus card **IN ADVANCE**
(check your print credits on Photocopiers)
- Information desk






Renewals

koha.yccece.edu.hk

1. Log in to your account (top-right corner)
2. Log in with your college email & password

 **Log in to your account**

College Email Login:
[Click here](#)



OPTION 1:

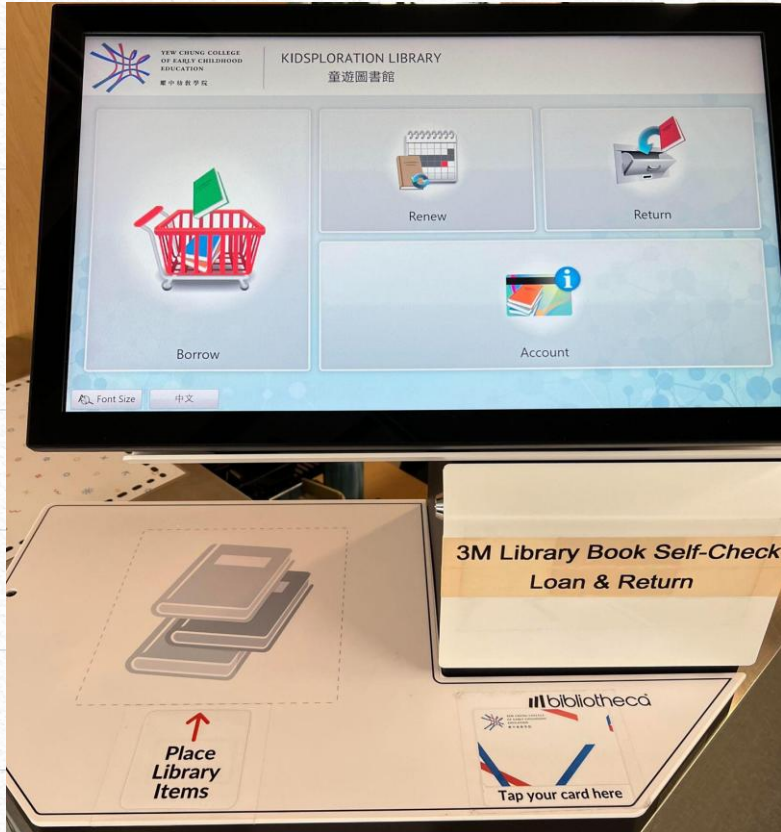
- Online – via Koha (online library catalogue)
- Account -> Check your library account information



No Auto Reminder



Renewals



OPTION 2:

- Self-check kiosk – inside the Library



Returning books (@BookDrop)

- Only for library books
- **Do not return** CD, DVD, Course Reserve or Notebooks & iPads
- Available 24 x 7

Where is it?

Outside of the 1/F entrance of Kidsploration Library



\$\$\$ Fines



\$\$ Fines \$\$

Fines paid at the Library counter with Octopus card only. No cash.

Loan Type	Overdue fine	Maximum overdue fine
All circulating items, including... <ul style="list-style-type: none">• ECE / EDU• General (Eng & Chi)• Children's Book• Audio-Visual• Closed Collection• Special Collection	\$2 / Day	\$50 / Item
• Course Reserves	\$2 / Hour	\$50 / Item
• Notebook / iPad	\$20 / Hour	\$700 / set

\$\$ Fines \$\$

- ❖ To avoid accumulation of fines
- ❖ Enable graduation

Fines = No borrowing or renewal

Cannot graduate

IT Support: by IT Team

- ❖ Contact IT Support: **itsupport@yccece.edu.hk**
 - ❖ Any IT-related issues & problems
 - ❖ Connecting to WiFi
 - ❖ Setting up Email on iPhone / iPad / Android
 - ❖ Printing problems
- ❖ <https://lib.yccece.edu.hk/en/it-support>

You can contact the IT Support and e-Learning Support through the following channels:



Email (IT Support)

itsupport@yccece.edu.hk



Address

2 Tin Wan Hill Road, Tin Wan Aberdeen, Tin Wan

Library Workshops & Research Consultation

- ❖ LibGuides: <https://lib.yccece.edu.hk/en/get-help/study-guides>
 - ❖ *Finding library materials; EBSCO Database Guide, APA Citation ...*
- ❖ Library Tutorials: <https://lib.yccece.edu.hk/en/library-tutorial>
- ❖ Information Literacy Training Workshops (all year-round)
 - ❖ *Information search; Referencing & Citation; Literature Review ...*

Need help?

Library Website > Get Help > Research Consultation Services (RCS)

- Research Consultation Service

(One-on-one assistance & guidance on information searching for your research topic)



(+852) 3977-9880



library@yccece.edu.hk



**Library Counter, 1/F, YCCECE,
2 Tin Wan Hill Road, Tin Wan Aberdeen, Tin Wan**

Everything Library

lib.yccece.edu.hk

