

Script for Library Podcast

Self Service: Bournemouth House Library

In the Bournemouth House Library you will find self service facilities that allow you to borrow, renew and return books. You can also pay off a fine on your account. Using these facilities can save you time avoiding queues whenever the Library is open. As you enter the Library turn left and you will find the self service machines against the wall.

To use any of these facilities you will need your University Smart Card. Follow the instructions on screen to issue and return books, but audio visual materials always need to be loaned and returned at the library counter. You will not be able to borrow or renew items if you have a fine on your account. However, you can pay off your fine using the fines payment machine located next to the self issue and return machines.