 library services and resources: Library Homepage (http://www.ouhk.edu.hk/lib)  
User Support  
More Help  
Consultation Service  
Library guides  
Library workshop and other announcements  
Pre-overdue Reminders, Overdue Notices, Book Reservation Notices and Recall Notices  
Remote access to library-subscribed e-resources  
Many library-subscribed e-resources are restricted to OUHK staff and students. You need to log in to access these resources.

At the E-Library, you may:  
Browse & search more than 4,267,000 electronic books & dissertations  
Browse & search more than 202,000 print books & dissertations  
Search more than 247,000 physical and online multimedia titles  
Search more than 390 databases and 100,000 journals  
Use our online services, including renew and reserve Library items  
Find library guides, online tutorials and other library information

Welcome to OUHK! To support your study at the University, OUHK Library has made available to you a variety of resources and services in the Campus Libraries and the Electronic Library. To learn more, visit the Library homepage at http://www.ouhk.edu.hk/lib.

**OPENING HOURS**

<table>
<thead>
<tr>
<th>Period</th>
<th>Monday – Friday</th>
<th>Saturday, Sunday and Public Holidays</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-examination period*</td>
<td>09:00 – 22:00</td>
<td>12:00 – 21:00</td>
</tr>
<tr>
<td>Examination period*</td>
<td>09:00 – 22:00</td>
<td></td>
</tr>
</tbody>
</table>

* early closing on some festival days

**BORROWING SERVICES & PRIVILEGES**

* Library Card  
  Bring your valid student card to enter the library and borrow materials.

* Loan Quota & Period

<table>
<thead>
<tr>
<th>User Categories</th>
<th>General Collection*</th>
<th>Reserve Collection*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quota</td>
<td>Period</td>
</tr>
<tr>
<td>Active students taking OUHK undergraduate programmes and sub-degree programmes</td>
<td>30 days</td>
<td>120 days</td>
</tr>
<tr>
<td>Active students taking OUHK postgraduate programmes</td>
<td>60 days</td>
<td>360 days</td>
</tr>
</tbody>
</table>

* General Collection contains more than 168,000 titles in Chinese, English & foreign languages. Reserve Collection consists of course materials, course text books, examination papers and other supplementary materials. Materials can be used inside the Library only.

**Return**

- Library materials borrowed from any one of the campus libraries, i.e. Stanley Ho Library or Ho Sik Yee Library, can be returned to either library.
- You can return your borrowed books to the Service Counters or through the book return box located at the entrance of each library.
- Overdue fine: HK$3 per day for materials from the General Collection and HK$3 per hour for materials from the Reserve Collection.

**Renewal**

- In person: Service Counters / Online: Library Homepage (http://www.ouhk.edu.hk/lib)  
  Borrower Record.
- All borrowed items can be renewed anytime until the maximum loan period is reached.  
  Unsuccessful renewals may occur if:
  i. Maximum loan period has been reached OR
  ii. Items are being reserved by other users OR
  iii. Your borrowing right is being suspended.

**Book Reservation and Recall**

- General Collection materials and their accompanying items (SPM) can be requested online or in person when all copies of a title are checked out or reserved by other users.
- The requested items can be collected at the Service Counters on or before the last pick-up date as shown on the Book Reservation Notice.
- All loaned items are subject to recall. Once an item is recalled, the borrower is required to return the recalled item in 14 days or by the due date, whichever comes earlier. Borrowers will receive email notices if their borrowed items are recalled.

**Email Notices and Library Newsletter**

- All active students will receive Library workshop and other announcements, the latest issue of Library Service Updates (LSU) and the following Library notices through their personal OUHK email accounts: Pre-overdue Reminders, Overdue Notices, Book Reservation Notices and Recall Notices.

**FACILITIES**

**Learning Commons**  
Audio-Visual Room  
Active Learning Space  
Group Study Rooms  
Collaboration Zone  
Active Learning Space (HSYL)  
Collaboration Zone (SHL)  
Printers and Photocopiers (HSYL)  
Self Checkout Machine (HSYL)

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To know more about the facilities of the library, visit the Library Homepage (http://www.ouhk.edu.hk/lib)  
Using the Library  
Facilities and Spaces for Different Needs

**USER SUPPORT**

- Library workshops  
  The Library provides orientation workshops for students at the beginning of each semester, in which we will provide guidance on using Library resources. Please watch out for our news and join us.

- More Help  
  - User guides on services and resources: Library Homepage (http://www.ouhk.edu.hk/lib)  
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    Library Guides  
    Service Counters: 2/F of Stanley Ho Library and Ho Sik Yee Library  
    Research Consultation Service: You can make a one-on-one or small group appointment with our reference librarian for a consultation session for your information and research needs.

**Contact Us**

- Telephone: 2768-6777
- Email: libwww@ouhk.edu.hk

**Facilities Highlight**


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**Remote access to library-subscribed e-resources**
- Many library-subscribed e-resources are restricted to OUHK staff and students. You need to log in to access these resources from off campus:
  - User ID: "s" + first 7 digits of your student ID number [e.g. s9876543 for student number 98765432]
  - Password: OUHK Single Password*

  * Set your own single password for Library account and other online services of the University. Check details at: OUHK homepage (http://www.ouhk.edu.hk) » Current Students » Communication & Support » Single Password Management.

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**Library Administrative Office**

- Office Address: 2/F, Stanley Ho Library
- Telephone: 2768-6777
- Email: libww@ouhk.edu.hk

**OUHK Library Essentials**

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