# **New Library Processes**

The University's campus libraries are open under new stringent processes to meet your study needs while keeping you safe.

# **The New Protocols:**

- · Limited access to certain venues
- · Restricted entry to computer labs and other areas

#### **Stay Virtual**

If you can, continue to use the virtual library, open 24/7. Go to: https://library.mandela.ac.za



#### **New Processes**

#### **Library Booking System**

Plan ahead and book your spot on <a href="https://webapps.mandela.ac.za/library">https://webapps.mandela.ac.za/library</a>

#### **Screening at Library Entrances**

Join the queue while physically distancing yourself.

#### Show the following:

- Your permit
- · Your staff or student card
- · Results of self-screening tool

Student Assistants do the screening and sanitise your hands.

Security to monitor physical distancing and all COVID-19 compliance regulations in the libraries.

#### **Short Visit Allowances**

While numbers are limited at each library (no more than 50 in the bigger venues), the new system does make allowance for staff and students to collect or deliver items or undertake other tasks that do not take long to complete e.g. quick printing.

# **Numbers and Operating Hours**



The new opening hours and limited number of users, inclusive of staff, is indicated for each library below:

Campus	Opening hours	Number of users
George Campus	Mon - Fri 9H00 TO 15H00	25
Missionvale Campus	<b>Mon - Fri</b> 9H00 TO 15H00	50
North Campus	<b>Mon - Fri</b> 9H00 TO 15H00	50
Second Avenue Campus	<b>Mon - Fri</b> 9H00 TO 15H00	50
South Campus	Mon - Fri 9H00 TO 15H00	50
Business School Campus	Tue & Thu 9H00 TO 15H00	10

In addition, the limited on-site services include:

- Browsing of shelves (treated on a campus-to-campus case basis).
- Limited study spaces.
- Limited computer access



Please note the buzz rooms, study rooms and discussion rooms are closed.

### **Additional Information**

For all additional Library and Information Services support such as borrowing of books, contact details of the different libraries, the return of books, inter-library loans, printing, photocopying and scanning, research assistance and training and virtual library links, please go the LIS website on https://library.mandela.ac.za/

## **Patience and Understanding**

As with any new system, there may be initial teething problems. Please bear with us as we address these challenges, as we consistently strive to improve our service to you in very trying circumstances.

We welcome all input to this end.

