

Going on placement?

Access to library services and resources

Using Sheffield Hallam's electronic resources

The Library Gateway provides access to the resources you will need both on and off campus. Use Library Search to find information resources and click on 'available online' to view the full text.

How do I renew books while on placement?

Books on loan are automatically renewed every week for up to one year unless they have been requested by someone else. While you are on placement you will receive a text message and an email if a book you have borrowed has not been renewed. You will be given 5 days from the due date to return the book before incurring fines.

How do I keep up to date with my borrowing?

Access My Library Account either via the Library Gateway or the SHUgo app.

Can I post books back to you?

You may need to return books by post if they have been requested by someone else and you'll find the libraries' postal addresses on MyHallam. If you are returning books

by post, please use recorded delivery or a signed-for service. The Library will accept the postage date on the parcel as the return date and there won't be any charges for postal delays.

Using local placement resources

Your NHS placement will be supported by a library service, either a physical building or an online collection, which you can access through NICE Evidence.





Hospital libraries

You should be able to use hospital libraries for reference and study. In South Yorkshire, most NHS libraries will give you access to their IT facilities and some will allow you to borrow books while you are on placement with that Trust.

NICE Evidence

NICE Evidence is an excellent up-to-date resource for health and social care. It is freely available to you on the internet both during and after your course. From here, you can log in to NHS journals and databases.

NHS Athens journals and databases

If you are a student commencing an education programme which involves practice and placement within NHS provider services, you should receive an email from Sheffield Hallam containing an NHS Open Access login. This will enable you to access the NHS databases and electronic journals, some of which are different to those provided by

Sheffield Hallam. NHS Athens also provides access to the BNF online. If you plan to work in the NHS it is a good idea to become familiar with your professional library now. While on placement you can register for an additional NHS Athens password that gives access to locally provided NHS resources.

Access to other university libraries

If your placement is longer than six weeks you may be able to apply for borrowing rights at another university library through the SCONUL Access scheme. To find out more about this, including how to apply, search for 'SCONUL access' on MyHallam.

Getting help

While you're on placement you can continue to get help with library and IT services from SHU staff. However, if there is a library at your placement site you may be able to ask library staff there for general advice.

Have you tried?

Self-help resources

- Go to shu.ac.uk/myhallam and search or browse for information
- Look at the Library Gateway Help pages

