







## Welcome to the Franklin-Wilkins Library

The Franklin-Wilkins Library is on the Guy's Campus.

Once you find the building, the library entrance is on the first (1) floor.

To gain access to the building, you will need your King's ID card.

As you enter the library, there is the so-called Library Information Point.

Library staff on the Library Information Point and in between the shelves can be recognised by their purple lanyards or purple shirts.

The shirts and the lanyards have the King's logo on them and clearly say: "Libraries & Collections".



- Please keep any conversations brief and lowvolume (whispering level), including no talking on your phone.
- You can consume lidded drinks and cold food.



- No talking in silent areas (including on your phone) and you should keep other noise to a minimum
- Please move to another zone if you need to talk, eat or undertake other tasks that may impact others' opportunity to study in silence.
- You can consume lidded drinks only, no food permitted.

# Find your Zone

There are three (3) different types of zone in all our libraries.

They are colour-coded and marked with symbols on the <u>Floor Plans</u> as well as on the walls inside the libraries.

Choose a zone that suits your study needs and be mindful of others studying around you.



- You can consume lidded drinks and cold food.



The Franklin-Wilkins Library is spread across two (2) floors.

The library hosts a variety of study spaces.

It has:

- computer rooms 📃
- group study rooms
- study pods
- a video call pod 🕠
- 🔹 a wellbeing area 👱



The Franklin-Wilkins Library has more than one computer room you can use .

To use a free computer, you just need your King's login details (i.e. K1234567 + your password).

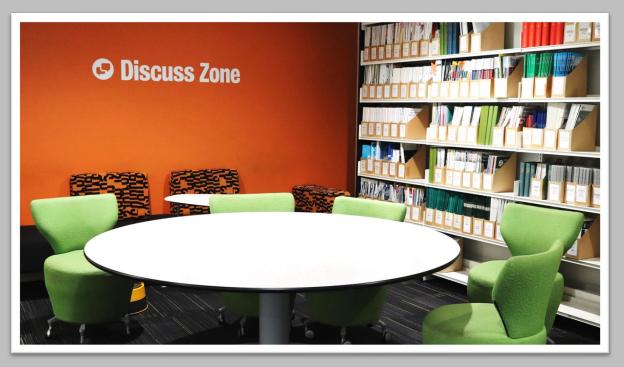
You can find an available PC using the <u>PC-free</u> system.

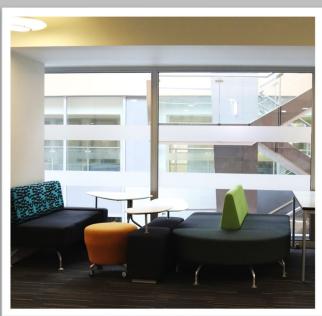
You can also borrow a laptop from us. 📃

To borrow a laptop, use your King's ID card at the laptop loan cabinets across from the Library Information Point.









The Franklin-Wilkins Library also has a specially-designed discussion zone for you to use.

In the discussion zone, you can work together with other people and use your phone.

You can also eat food and drink.



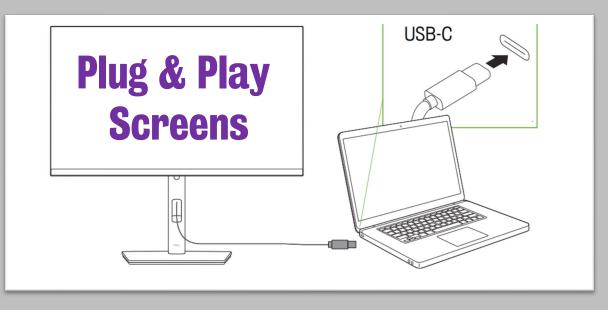
There are many study places and reading spots throughout the library.

This includes so-called Study Pods 🕌 and a so-called Video Call Pod

The study spaces can suit all study styles and we encourage you to try them all out.

That way you can find what works best for you.





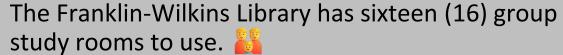
In the library space, you can also find so-called Plug & Play Screens.

They allow you to connect your own device for extra screen space.

Plug the USB-C cable provided into your device as shown to use the desk's monitor, keyboard, and mouse.



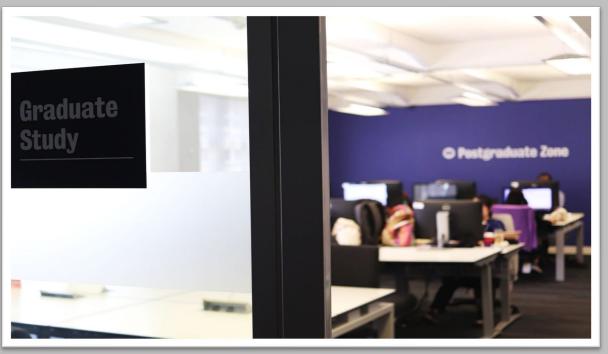




They are all clearly marked with the group study room symbol.

You can <u>book them online</u> using our so-called LibCal (Library Calendar) system.

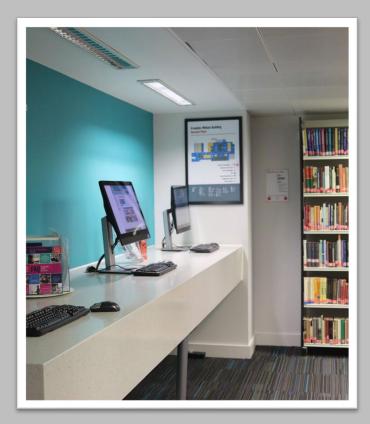




Only Postgraduate students (students that have finished an undergraduate degree) are allowed to use the postgraduate study room and the second (2) floor of the Franklin-Wilkins Library.

We call them 'Postgraduate Zones' and they are clearly marked with the postgraduate symbol.





To find a book, use the so-called Library Search PCs on the second (2) floor next to the Discussion Zone.

The area is marked with the words: 'Library Catalogue'.

Once you have found your book on the Library Search PC, note down its classmark and location. A classmark is a code made up of letters and numbers we have given all the books to decide which book goes where. They look like this: PN1995.F748 HUS.



Use the directions on the **floor plans** to get to the book.

Floorplans are attached to the wall next to the Library Search PCs.

A member of the library staff at the Library Information Point can explain this to you more if you need help.



Once you have found the book, use one of the selfservice machines and your King's ID Card in front of the Library Information Point to borrow it.

You will also use one of these machines, when you are returning the book after you have used it.



There are personal printers in the Franklin-Wilkins Library

The printers can print, copy, and scan items to your personal email.

Just send your documents to 'Follow Me Printing' and they will be released from any working printer across King's through use of your King's ID card.

The first time you use a printer you will need to register on it.

To register, use your King's ID card on the printer and enter your King's login details (i.e. K1234567 + your password) when asked.

King's IT has a <u>quick guide to using the print, copy, scan</u> <u>machines</u>



You can make use of the so-called Chargeboxes at the Franklin-Wilkins Library.

They support most chargers and securely charge your device for free.

Each cabinet has its own key.

Make sure your devices is on silent before you put it in the Chargebox.  $\aleph$ 



A quick snack or meal for library sessions can be grabbed outside of the library.

On the Ground floor as well as the First (1) Floor of the Franklin-Wilkins building, there is a canteen, a café, and several vending machines.









#### Special Collections and Archives

As well as the main collections we also have a Special Collections Library and Archives. They keep hold of the very expensive and very old items.

The so-called Foyle Special Collections Library is inside the Maughan Library.

The Archives are inside the Strand Building on the Strand.

They hold a unique, very important and growing range of archival and printed sources.

kcl.ac.uk/library/collections



## Want more information?

When you have the time, go to 'Getting Started' on our Library Guides for more information on how to perform various library tasks.

## libguides.kcl.ac.uk/home