Library essentials

How do I login to the campus PCs?
Username = your 6-digit student number
Password= student number/date of birth
e.g. 123456/08/08/1995 (if your DoB is 8th August 1995)

How do I access my Swansea University email account, Blackboard, intranet, file space and other online services?
Go to http://myuni.swan.ac.uk. Use the login details above.

How do I change my password?
This is strongly advised.
Go to http://mypassword.swan.ac.uk
This change will simultaneously affect Open Access, intranet, email, Blackboard, and accessing digital resources.

How do I check that my personal details are correct?
Access via MyUni http://myuni.swan.ac.uk and select Intranet from the menu.

What is my personal Swansea University email address?
Your email address is: student number@swansea.ac.uk
e.g. 123456@swansea.ac.uk
You need to check your university email daily for important messages.

When is the library open?
Bay Library and Singleton Park Library are open 24 hours a day, 362 days a year!
Go to http://www.swansea.ac.uk/library/openinghours/ for more information.

How do I find books and other items in the library?
Go to ifind.swan.ac.uk our library catalogue. Further help can be found at http://www.swansea.ac.uk/library/using-the-library/finding/.
How many books can I borrow?
Undergraduates: 15 items; postgraduates: 30 items
Borrow at the Information Desk or at the Self-Issue machines in the library.

Are there fines if I return books late?
Yes, but books are usually renewed automatically if they have not been requested by anyone else. Please check your email regularly for alerts. Follow the link below and check the Overdue Items tab for full details.
You can also renew items over the phone (01792 295500), in person at the Information Desk or online through iFind (Sign In > My Account > Loans >Renew All.)
http://www.swansea.ac.uk/library/using-the-library/borrowing/

How do I find out about key library services and specialist tools and information for my subject?
Go to Library Guides (libguides.swansea.ac.uk) for subject specific guides, information and contact details.

How do I access online resources?
Access e-books, e-journals and online databases via iFind (ifind.swan.ac.uk) using your SU student number as username and your usual password. Library Guides (libguides.swansea.ac.uk) will help you to find key resources for your subject.

Is there any extra help available?
LibraryPlus is available to all students, but especially if you are disabled, a carer, part-time, a distance learner, on placement or a work-based learner. See http://www.swansea.ac.uk/iss/libraryplus/ for more information.

For alternative formats, please contact
Tel: 01792 295500 Email: library@swansea.ac.uk