



Self Pick-up Stations 自助取件站

Two “Self Pick-up Stations” have been installed on G/F of Mong Man Wai Library and at Tseung Kwan O Study Centre Learning Commons respectively, and will start operation on Tuesday, 22 January 2019. In addition to the normal e-mail pick-up notice, library users who have requested books or media materials from EdUHK Library or books from HKALL may receive a 2nd e-mail notice with the subject heading “EdUHK Library: Pick-up Notice (Self Pick-up Station)”. If so, they should pick up their requested items by themselves at the Self Pick-up Station mentioned in the notice within the specified period.

Since the pick-up process is fully automatic, library users can collect their requested items even when the counter is closed. Therefore, you can pick up items 24 hours at MMW Library and any time when TKOSC is open. To pick up your requested items, just tap your “EdU Card” on the smart card reader, follow the instructions and pick up the item from the locker with door opened by the system. Please remember to close the locker door after collection.

For books and media materials in very odd sizes which cannot be placed inside the lockers of the Self Pick-up Stations, they can only be picked up and borrowed at the corresponding library counters. Their requestors thus will not receive the 2nd e-mail notice mentioned above.

This new service may require further fine-tuning in the first few months. Please call 2948 6658 or approach any library counters should you have difficulties in using the Self Pick-up Stations.

兩組「自助取件站」已分別安裝於蒙民偉圖書館地下及將軍澳教學中心學習共享，並將於2019年1月22日星期二開始投入服務。預約了教大圖書館圖書 / 媒體資料或港書網圖書的讀者，除了既有的取件通知電郵外，將可能收到第二個通知電郵，標題為「EdUHK Library: Pick-up Notice (Self Pick-up Station)」。讀者如收到此通知，便應於指定的日期內從列明的自助取件站自行提取所預約的圖書或媒體資料。

自助取件站的運作完全自動化，讀者無需透過服務台便可提取物件。因此，你可以全日24小時於蒙民偉圖書館，或於將軍澳教學中心的開放時間內，隨時取件。要提取預約的物件，只需將你的「教大通」卡放在讀咭器上，再根據指示從儲存格取件。取件後，請謹記關上櫃門。

至於體積太大而不能放入儲存格的圖書及媒體資料，則只可以於相關服務台提取及辦理外借手續，預約的讀者因此亦不會收到上述的第二個通知電郵。

此新服務在最初數月可能仍需稍作修訂。如有問題，請致電2948 6658 或親臨任何圖書館服務台查詢。

Sidney Cheng, Librarian
圖書館館長 鄭保瑛
18 January 2019

