

## New Library Bookdrop Service On Trial at Kowloon Tong Satellite Study Centre 圖書館於九龍塘衛星教學中心試行還書箱服務

The Library is pleased to announce that a new “Library Bookdrop Service” has been introduced at the Kowloon Tong Satellite Study Centre (KTSSC) on a trial basis.

A Library Bookdrop has been placed near the main gate of KTSSC. Students at KTSSC may return library books by putting them into the bookdrop when the Centre is open for service. Since the books still need to be transferred back to the Mong Man Wai (MMW) Library for formal check in, the returned books will only be cleared from the borrowers’ circulation records on the next working day. However, the books will be treated as returned on the day they were put into the KTSSC Bookdrop. Borrowers should check their circulation records on the Library Website (<https://edlis.ied.edu.hk/patroninfo~S5>) to verify that the returned books have been cleared from their loan records.

Please note that the Library Bookdrop Service is limited to returning normal size books only. Oversize books, books with accompanying materials, media resources such as DVD, CD, games, kits, etc., and books from other UGC libraries (including HKALL books) must be returned to the MMW Library or to the Tseung Kwan O Study Centre Learning Commons in person. In addition, borrowers who place library materials outside the bookdrop will be held responsible for any loss or damage of such items.

For further details on this trial service, please contact the Circulation Counter at 2948-6658. For details on the opening hours of the KTSSC, please visit: <https://www.ied.edu.hk/include/getrichfile.php?key=7070d3a2ed3c47d64438c9fedfb1f72c&secid=3278&filename=sc/TKSSC/CalendarSchooldays.pdf> or contact the Study Centre Office directly.

圖書館於九龍塘衛星教學中心開始試行還書箱服務，並已設置一個還書箱於九龍塘衛星教學中心近主閘處。同學可於教學中心開放時間，將其要歸還的圖書館書籍放進還書箱內。由於有關圖書仍需要運往蒙民偉圖書館辦理正式歸還手續，所有經此還書箱歸還的書籍要在下一工作天方可從借閱者的借閱紀錄中清除，而歸還日期則以將圖書投入還書箱當日為準。借閱者應於圖書館網頁上 ([https://edlis.ied.edu.hk/patroninfo\\*cht~S5](https://edlis.ied.edu.hk/patroninfo*cht~S5)) 查核其借閱情況，以確定所歸還書籍已經從其外借紀錄中清除。

此還書箱服務僅限於歸還一般尺寸的書籍。借閱者須親往蒙民偉圖書館或將軍澳教學中心學習共享歸還尺寸特大或有附件的圖書、其他大學圖書館的圖書（包括港書網圖書）以及媒體資料（如光盤、影碟、遊戲或教材套等）。此外，被借閱者擺放在還書箱外之圖書館物品若有任何損失，借閱者須負全責。

有關此試行服務的詳情，請致電 2948-6658 聯絡圖書館流通服務台。有關九龍塘衛星教學中心開放時間，請瀏覽：  
<https://www.ied.edu.hk/include/getrichfile.php?key=7070d3a2ed3c47d64438c9fedfb1f72c&secid=3278&filename=sc/TKSSC/CalendarSchooldays.pdf> 或向教學中心事務處查詢。