

## No More Stamping of Due Dates on Loan Items 圖書館將不再在外借物品上蓋上歸還日期

In order to be more environmental friendly and to shorten transaction time at library counters, with effective from Monday, 18 August 2014, Library Staff will stop stamping due dates on loan out items, with the exception of 3-hour loan items. Date due slips affixed on library materials will also be phased out. This new practice has been endorsed by the Library Management Committee after reviewing the current practices in other university libraries as well as suggestions received from library users.

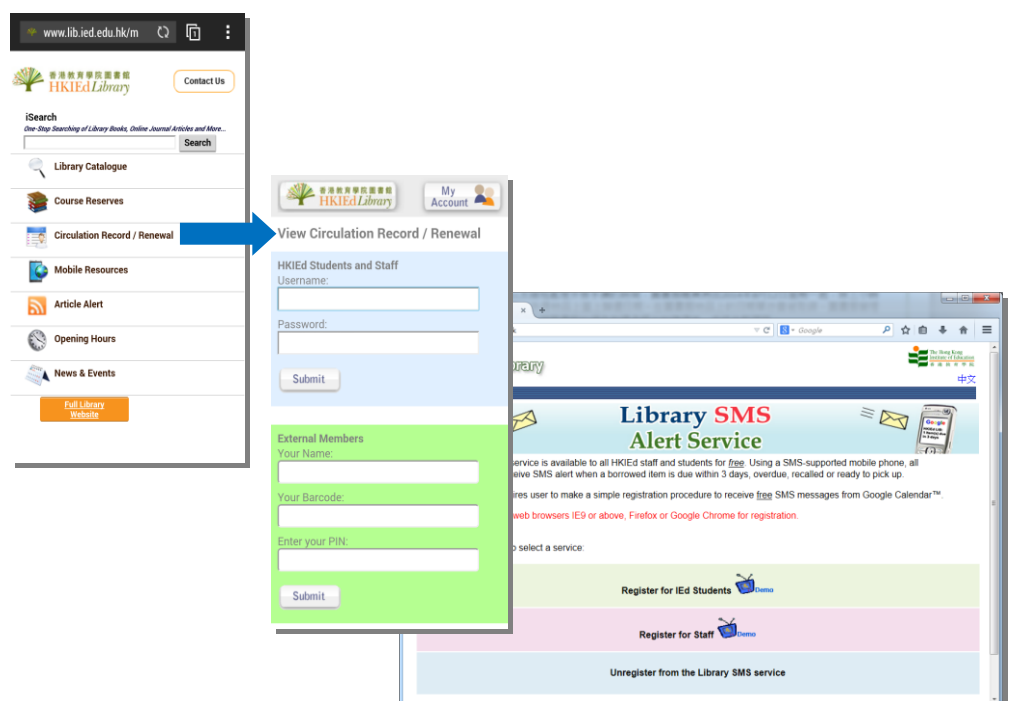
Borrowers can check and monitor the due dates of their loan items by checking their own circulation records on the Library Website (<http://www.lib.ied.edu.hk>), including changes to the due dates caused by recall of the items. Circulation records can also be checked easily and handily with a smartphone. The Library will continue sending "Courtesy Notices" (i.e. due date reminders) to the borrower's e-mail account three days in advance of an item's due date. We also encourage library users to register for the Library SMS Alert Services (<https://libsms.ied.edu.hk/>) so that they can receive library notices and reminders in SMS format on their mobile phones.

For further details, please contact the Library's Information Counter at 2948 6653.

為了更善待環境以及縮短處理外借手續的時間，圖書館職員將由2014年8月18日星期一起，除三小時借期物品外，不再在外借物品上蓋上歸還日期。圖書館亦會停用貼在外借物品上的歸還日期單。「圖書館管理委員會」在參考了其他大學圖書館的現行運作和本校讀者提出的建議後，支持此項新措施。

借閱者可以登入圖書館網站(<http://www.lib.ied.edu.hk>)查閱其借閱記錄和外借物品的到期日，包括因物品被催還而更改的歸還日期。讀者更可以利用智能手機簡單快捷地檢視借閱記錄。圖書館會繼續在外借物品到期歸還之三天前，以電郵提示借閱者。我們亦鼓勵讀者登記使用圖書館手機短訊提示服務(<https://libsms.ied.edu.hk/index.php?hl=chi>)，以手機短訊方式接收圖書館通知和提示。

如欲查詢此新措施的詳情，請致電2948 6653聯絡圖書館諮詢服務台。



Sidney Cheng, Librarian  
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11 August 2014