

## Welcome back from the Libraries Accessibility Service

Happy New Year! We hope you enjoyed a restful break over the vacation.

Here is a reminder of some of the library services you may find helpful:

### **UL Click and Collect**

You can [order up to five UL books at a time](#) (requires Raven) for collection from the desk in the Entrance Hall. An automatic email notification will tell you when the books are ready to collect. This is usually within two days of your order, not including weekends. You can collect any time within the next three working days.

### [More about Click & Collect](#)

Some faculty/departmental and college libraries are also running their own Click & Collect services. Check with individual libraries to find out what is available, or [contact the Libraries Accessibility Service](#).

### **Scan and deliver**

You can [request a scan of one chapter of a book or one article from a journal issue held in Cambridge University Libraries](#) (requires Raven). The Scan & Deliver team will email you a link to a PDF on G-suite@cambridge within 48 hours.

Top tip: if you haven't received the email within 72 hours, check your junk mail. Once you receive the link, download the PDF as soon as you can as it will expire after 14 days.

All PDFs are OCR'd, meaning that assistive technology - such as text-to-speech tools - should recognize and read the text. You can also try using [Sensus Access](#) (free service) to convert the PDFs to other formats, such as Word or MP3.

Need a digital version of more than one chapter or article because of your disability? Please [contact the Libraries Accessibility Service](#).

### **Bookable study room, height-adjustable desks and assistive technology in the UL**



We have set up a temporary [bookable study room](#) on the third floor of the UL. The room contains a PC running Dolphin Supernova and Dragon Naturally Speaking. The room is for students who prefer a quiet or enclosed room to study in, or need to use the assistive technology. It is next to an accessible lift and toilet. Though there is not a power assisted door to enter the room. For more information about this please email: [disability@lib.cam.ac.uk](mailto:disability@lib.cam.ac.uk).

We are hoping to move the facility to a permanent location on the first floor once building work is complete.

We have also installed some height-adjustable desks in the UL's North Reading Room. Staff will be happy to show you the way. These desks are for anyone to use and are not bookable.

### **COVID-19: Face coverings and ventilation**

[The University of Cambridge currently expects face coverings to be worn in all our libraries by students, staff and visitors \(unless exempt\)](#). Thank you for helping to reduce the risk of further disruption and illness.

Additionally, we keep public and staff areas of the libraries well ventilated. We regularly monitor CO2 levels in these spaces to identify and mitigate any issues with poor ventilation.

CO2 levels around the University Library have been monitored, in accordance with the specific HSE guidance on the use of CO2 monitors for [assessing ventilation quality and Covid exposure risk](#). All areas monitored (including the Main Reading Room, North and South Reading Rooms and other rooms such as the Aoi room) were consistently below 800ppm CO2 throughout the day during monitoring, which represents a good level of ventilation.

Please note that the UL's bookable study room has adequate ventilation for use by a single person for 1.5 hours (the duration of a booking slot). We don't currently recommend the use of the room by two people at the same time.

For information about other libraries, please contact the individual library concerned.

### **Contact us**

[Patrick](#) and [Lindsay](#) are happy to hear from you with any questions, concerns or feedback. You can contact our [team email address](#), or our individual email addresses.