

ISSUE 8 • SEPTEMBER 2023

# FSP MONTHLY DIGEST

## Welcome to the Faculty and Student Partnerships (FSP) Monthly Digest

This is a platform to share news and updates from across the Directorate. Each issue is published on the first Friday of every month. We welcome and encourage submissions. If you have any items to submit, please send these by the last Friday of every month to:

[uml.engagement@manchester.ac.uk](mailto:uml.engagement@manchester.ac.uk)

## Message from Michelle, Head of Engagement

Hello everybody,

I'm stepping in for Katy this month as she's juggling emergency caring responsibilities alongside her usual busy workload. Normal service will resume next month!

I hope you've all been able to take a break over the summer? (or if you prefer to take your holidays when the kids go back to school, that you've got something planned soon).

I've been lucky enough to enjoy a couple of family holidays this summer, making the most of it before my teenage sons decide they don't want to go away with me anymore (although I've been advised that if I continue to pay, they're still likely to join in!).

Workwise, it's been a little less busy than usual but there's still lots going on as we get ready for the start of another academic year. Most of you will be familiar with our [Get Started](#) campaign, but if you've joined the Library in the last 12 months you won't have experienced it yet. Please do take some time to familiarise yourself with the activities we have planned to welcome new and returning students and [sign up to support the events](#) if you haven't done that yet.

Now we all know how difficult it is to navigate the floors in Main Library so over the last few months a small group of Library staff have been busy creating some new wayfinding tools. The work is part of the Our Students action plan and has created new floor plans and digital maps using MapsIndoors technology.

*Continued on next page*





The floor plans will be installed in the next few weeks and the [digital maps](#) are available to preview now. We've carried out user testing to inform the development of the digital maps and will continue to ask students for their feedback so that we can adapt and improve them over time. The Wayfinding Project Group is a fantastic example of collaborative work across the Library with colleagues from RDH, FSP and CSD combining their skills to great effect.

This month I'll be busy interviewing for a new Engagement Librarian to take up the vacancy left by Reetu Child. Whoever is successful will take a lead on communications planning and delivery for the Library's Research Services Team and be the main contact for the School of Health Sciences.

I'll also be preparing for my contribution to the MA Library and Archive Studies, where I'll be sharing my experiences on managing risk and reputation.

As well as delivering projects and activities for the Library I'm also a member of the University's Communications and Marketing Leadership Team. Right now, our work is focused on preparing for the University's Bicentenary celebrations next year. I'm co-leading a project where one of the deliverables is an installation on campus to recognise 200 people who have made a significant contribution to the University since 1824. The co-ordination of the list of suggested names is being led by Laura Earnshaw in the Library and will be signed off by the University's Board of Governors in November. You will have the chance to nominate individuals during September so do look out for a news item on this; I'll be sure to flag it in Library Update when the nomination process opens. The names will appear on tiles on Brunswick Street so I've been learning a lot about different types of stone; we've been mindful to choose one that also looks good when wet, given the Manchester weather.

Finally, September is also the month where I'll begin working towards the 2022/23 Imagine2030 Annual Report. Look out for the request for content coming to your team soon.

That's all from me for now. Please do get in touch if you have any questions about the work of the Engagement Team or would like more detail on any of the projects I've mentioned here.

Michelle

## News and updates

### Customer Services

#### Student ID card collection

*Natalie Patton*

The Customer Services Team have been working with colleagues in Student Services and IT Services to begin setting up the student ID card collection venue in the Library Living Room.

*Continued on next page*



Set up is being brought forward to begin on Tuesday, 29 August. This is to allow additional space for the Student Services team to begin printing ID cards for distribution in the halls of residence. The space will be closed to customers from this date until 6th October.

Student ID card collection will begin on Monday 11th until Friday, 29 September. Last year 18,000 students collected their ID cards from the Main Library so we are expecting a high volume of students in the Library during this time.

## Library tours for students with autism

*Lydia Street*

In advance of the start of the new academic year, Customer Services' Accessibility and Inclusion Specialism Group delivered the first of two Library tours for students with autism.

As part of the specialism, we offer individual Library inductions throughout the year for students. As we are expecting 43 students to attend over the two dates, we adjusted the format of these inductions and created something that would work on a larger scale. We split the students up, allowing for six smaller groups to tour the Main Library at the same time, as opposed to one large group. While creating routes for six groups to run at the same time was somewhat of a logistical nightmare, it allowed us to create a relaxed, conversational atmosphere for the tours.

We made sure to include several key messages, giving us the opportunity to highlight some of the amazing services we offer. It felt important to make sure the students knew when, where and how to contact us, since our presence across platforms and locations is one of the best things about the Library service. We also demonstrated a few Library essentials: how to take out a book, use the printers and use Library Search. We took the time to mention assistive software and accessible equipment rooms which are fundamental to many students registered with DASS. We also made sure to inform the students about our 'Order a Book Service', individual study spaces and My Learning Essentials resources as well as how to contact different Library services for further details. These were an especially big hit as these services prevent worry about resources, space and support.

I am proud to say that the August tours were a success! It was nice to speak to students on a more personal level and be able to answer any questions and concerns they had, hopefully putting them at ease for the academic year. Students informed us that they found the tours useful and wished that every University space had one. I am very excited to see how the September tour goes and I'm really hopeful about the possibility of running more events like this in the future to support students at the Library.

### Engagement

## Shining a SPOTlight on new resources

*Ian Fishwick*

As one of the public faces of the Library, the Engagement Team often find themselves responding to staff requests for additional material to support research and teaching. This commonly takes the form of collaborating with academic colleagues to shape business cases. These are considered for approval at the Library's monthly Content Budget Management Group or can be reviewed at the end of the financial year, depending on the availability of funds.

*Continued on next page*



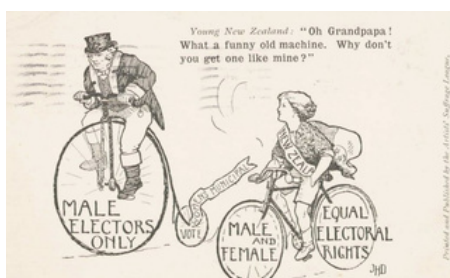
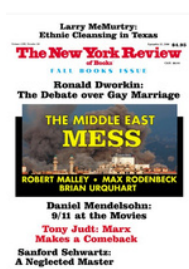


The Team will look to make new resource collections not only deliverable for individuals and satisfy their particular requirements, but also align what we buy with wider concerns, such as increasing intra-disciplinary study, ever-evolving research hubs, and the University's social agenda or SDGs, in an endeavour to ensure material is future-proofed, and that both discovery and access is as easy and as seamless as it can be.

One of the principal ways in which new material is promoted to the wider academic community is through the Library's subject guides – a key starting point not just for staff, but more particularly for students embarking on lengthier independent study projects and dissertation work for the first time. Accordingly, once metadata colleagues in CSD have worked their magic, an Engagement Librarian generally now produces a brief **SPOTlight** feature detailing the scope of the material and contextualising it with those wider concerns and referencing complementary holdings. This, replete with some deftly curated images, is then (painstakingly) posted by colleagues in TLS on the databases section of the Libguides for relevant disciplines where it serves as an 'anchor' or **Single Point Of Truth (SPOTlight ... we like a pun!)** for future communications to Schools. This year, the Library has been well placed to secure a significant number of additional Digital Archival Collections over the Summer. Here's a selection of images from some of the new material selected to benefit our users – no prizes for matching the image with the discipline area.

Whilst you may well hear more about some of these collections through specific promotional activities co-ordinated by the Collections Engagement Group over the next academic year, we'd recommend a quick look at some of the guides to familiarise yourself with these new resources for recommendation to students asking about primary resources and of course to revisit for further additions as they come on stream.

Whether you're undertaking teaching sessions or responding to direct questions on a library floor, help us and our customers to make the most - and the best use - of what we have. After all, how many academic libraries are in a position to shout - albeit quietly - about online access to Missy Elliott?



Teaching,  
Learning, and  
Students

## Updated Library Copyright resource

*Bean Sharp*

The eLearning team in Teaching, Learning, and Students are pleased to announce the launch of 'Copyright essentials for teaching', which combines the content from five blog posts into one resource.

*Continued on next page*



Users of this resource will gain an understanding of how materials like images, films, and literary works can be used in teaching and learning activities while adhering to copyright requirements. In a more accessible and navigable format, this new resource provides up-to-date information on copyright, as well as guidance on avenues for further support. If you'd like to learn more about this resource, contact [Bean Sharp](#) from the TLS eLearning team. To find out more about copyright in general, reach out to the [Library Copyright team](#).

## Teaching, Learning and Students work on the University AI guidance

*Michael Stevenson*

The rapid developments in generative AI have been an ongoing topic of discussion in HE, beginning with the emergence of ChatGPT and the huge growth in interest and usage towards the end of 2022. In December 2022, the Library was approached to create guidance on the use of AI chatbots in academic assignments. Our response was an [FAQ](#) on the circumstances in which it is appropriate to use AI chatbots in assignments and how to properly acknowledge where one has done so. This guidance represented the University's first output on how students might use AI chatbots.

Since then, Russell Group universities have released a [joint statement](#), acknowledging the growing influence of AI on all areas of students' live and opening up opportunities for students to make effective and appropriate use of AI in their academic work - while stressing the need for improved AI-literacy for everyone in academia. We are updating the tone of our guidance in line with this approach, which will be used in the University's AI Statement for Handbooks guidance.

## A-Levels Results Day YouTube Show

*Tabita-Gabriela Juravle and Iqra Malik*

We were invited by Harry Newton (Marketing and Recruitment Officer, Directorate of Communications, Marketing and Student Recruitment) to participate in the A-Levels Results Day YouTube Livestream. For a couple of hours on a Thursday afternoon, we participated in live interviews, quizzes, asking quick fire questions, and arguing about our favourite spots on campus.

It was a great opportunity to share from our experience as recent graduates transitioning to Teaching, Learning, and Student Experience Interns at the Library. We also discussed the transition to University, differences in our experiences as commuter and international students, and shared essential tips for the first year of university.



[Watch the video](#)

Thank you for reading the FSP Monthly Digest.  
We welcome and encourage submissions.

If you have any items to submit, please send these by the last Friday of every month to:

[uml.engagement@manchester.ac.uk](mailto:uml.engagement@manchester.ac.uk)