# Welcome from Library and Learning Services

As a Visiting Lecturer, you have the opportunity to bring your experience, your knowledge, and your expertise to students at York St John University.

We know that you may have more limited time to prepare and engage with the University as a Visiting Lecturer, so to help you be impactful in your role and get started, our Library and Learning Services Quick Start top tips are here to help!

1. Your IT account as a Visiting Lecturer has OneDrive storage so you can access your files from home and in the classroom.

2. If you are going to be teaching multiple times, book in on one of our Staff intro to YSJ IT systems courses with Digital Training which will give you a tailored welcome to IT systems you need to know about

3. The Library homepage is an excellent place to save for later, as it contains everything you need for access to library resources and to learning support and self-help study resources.

4. Find the Reading List for your module. Every module has a reading list that tells students what their Essential and Further reading is. Your module lead can have this edited for you.

5. Use the Library catalogues to find out what resources we already have. The bulk of module resource preparation takes place during pre-semester periods and lead times on new resources mean that additional requests from Visiting Lecturers are unlikely to be provided. You can maximise your time by focusing on resources we already have. Your subject Academic Liaison Librarian can help with this.

6. All students have access to learning support teams to support them with research, referencing, digital skills, writing, critical thinking, planning, and maths. This includes tutorials and self-help resources in the Learning Success Hub. You don't need to do this kind of support yourself and your module lead will have already considered what this module needs.

7. Knowing who can help you is challenging in a new organisation. Emailing support@yorksj.ac.uk is a good starting point — our Customer Services Team can help get you to the right place, person, and answer.