

Imperial College
London

Library Disability Guide



We are here to help

Your library team is here to make sure everyone can use and get the most out of our services and facilities.

You can contact:

- **Your subject librarian**

Every department has a named librarian who will be happy to introduce library services, advise on specific resources and discuss particular needs.

- **The Information Hub (Central Library) and campus library issue desks**

For help with borrowing and requesting books, and all general enquiries.

All contact details are on our website at
www.imperial.ac.uk/library

Or email us

library@imperial.ac.uk

Services and support

To help deliver bespoke support we work closely with the College Disability Advisory Service.

The advisory team will alert us if you need:

- **Longer book loans**

We can arrange for your library loans to be automatically extended from 1 to 3 weeks.

- **Book fetching**

We can set up a book fetching service for you if you need assistance with accessing material on the shelves.

- **Accessible textbooks**

If library resources do not meet your needs it may be possible for us to provide material in an alternative format. Please contact your librarian for more information.

- **Specific study space requirements**

If you need a particular type of study space, we'll do our best to accommodate your needs.

- **Access to the assistive technology room (Central Library)**

We have a dedicated room in the Central Library with 5 large screen PCs, on height adjustable desks. The PCs are bookable through our website.

To apply for any of these enhanced services, please speak to the Disability Advisory Service who will make an assessment of your needs.

Contact the College Disability Advisory Service at **www.imperial.ac.uk/disability-advisory-service**

Or email us
disabilities@imperial.ac.uk

About the libraries

College libraries are accessible by wheelchair, but some routes are complicated. If you are unsure please contact the relevant library.

At the Central Library we offer 28 height adjustable desks across levels 2 and 3 in addition to those in our assistive technology room.

Our staffed desks have hearing loops. To make use of this, just turn your hearing aid to the T position. If you are booking one of our training sessions, let the trainer know if you have any special requirements.

Computers and printers

Our printer-copiers can scan documents for free. You can send scanned items in PDF format to your email address.

An accessible height printer is available on level 1 Central Library.

Ask a member of staff if you need to print onto coloured paper.

Free software to help you study is available on all library PCs through the Software Hub. Find out more at **www.imperial.ac.uk/ict/training-and-resources/inclusive-technology**

Contact us

 www.imperial.ac.uk/library

 library@imperial.ac.uk

 [@imperiallibrary](https://twitter.com/imperiallibrary)