Acquisitions

This space is for documentation from the Acquisitions Teams, including Monographs and Serials.

The Monographs Team works closely with other Teams, such as Serials, the Selectors, Cataloguing and Physical Receipt and Processing Team to ensure required library resources are acquired and processed in a timely manner.

This includes preorder searching, ordering, claiming, and receipt of firm orders for books, maps, sound and videorecordings, scores, CD's, DVDs, computer and digital files, etc.

They also provide a rush service for reserve orders, secondhand or antiquarian material, etc. This is for all formats including print and electronic.

The Serials Team also works closely with the Monographs and the above Teams, to ensure that Periodicals are ordered, received and processed quickly and efficiently.

This includes preorder searching, ordering, claiming, check-in and adding of print and electronic journals, multi-volume monographs, monographic series and other continuations. This is for all formats including print, microfilm and electronic.