Guide to using the new floorplans
Finding resources, services and facilities in the libraries

King’s College London Library Services introduced new floorplans for all the libraries. This user guide has been produced to help you use them to find the resources and services in the libraries.

New floorplan design

PDF versions can be found at
www.kcl.ac.uk/library/visiting/floorplans.aspx

Icons
The floorplans have been simplified and made consistent between the libraries. There are icons for all the main resources and services including ones for:

- Accessible Toilet / Toilet
- Assistive Technology (room)
- Binding Area
- Café
- Card Top-up (machine)
- Computer Area (where PCs are located)
- Group Study (room)
- Library Catalogue (PC)
- Lift to Tower (at the Maughan Library)
- Lockers
- Multimedia
- Print Copy Scan (machine)
- Self-Service (kiosk)
- Short Loan
- Showers
- Stairs to Mezzanine
- Stairs to Study Rooms (UG and PG)
- Stores
- Vending Machine
- Water Fountain

Zoning
The floorplans have been colour coded to show the different zones within the libraries.

The Maughan Library Floorplans

The Maughan Library is larger and more complex than the other campus libraries and additional features to these floorplans have been added to make it easier for you to locate the resources and services you require.

Mezzanine floors
The three mezzanine floors have been included in these plans, which contain a significant amount of books and journals.

**GM** Ground Floor mezzanine
**1M** First Floor mezzanine
**2M** Second Floor mezzanine

Subject icons
Due to large collections at the Maughan Library there are subject level icons showing the book or journal collections for Humanities, Law and Science. There are also separate subject icons for Music Scores.

**H** Humanities Books
**L** Law Books
**S** Science Books
**HJ** Humanities Journals
**LJ** Law Journals
**SJ** Science Journals
**MS** Music Scores

Room numbers
The room numbers at the Maughan have been included to aid you in locating the relevant resource you are after, using the Classmark/Room number guides on the back of the floorplans.

Subject browsing guide
We have included a basic browsing guide matching subjects to classmarks on the pdfs. We have also created a larger more advanced browsing guide for Humanities, Law, Science and the Short Loan area which includes the subjects, classmarks and the room numbers.

PDF versions of the subject browsing guides can be found at
www.kcl.ac.uk/library/visiting/maughan.aspx
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Finding printed books in the libraries

Search for the book you are looking for using Library Search or Library Catalogue or the via the link in the MyReadingLists

Do we have the book on our catalogue?

No

Look at the link in the ‘Other Libraries’ tab in your Library Subject Guide, which includes the Senate House Library, EBL (for ebooks).

If you still unable to find a copy of the book you are searching for you can try using the Inter Library Loan process

(Quota per year – Undergraduates 10, Postgraduates 25)

Yes

Make a note of the Library Location and the Classmark (Classmark = Call Number in Library Search)

(For all libraries except for the Maughan Library)

Look at the online floorplan and match up the classmark to find the location of the relevant book shelf in the library

(For the Maughan Library)

Follow the process on the 'How to find a book at the Maughan Library’ guide

Locate the book and issue using one of the self-service kiosks