

## Contact us ...

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### My Cirqa app

Why not download the MyCirqa app from your app store for access on the go! Search for 'Macclesfield District General Hospital' as the organisation, then login with your library card number and PIN. You can see what books you have out and when they are due, renew books and see your library account.

### Journals

All our journals are online, we no longer hold print copies. To see which journals we have access to visit the BrowZine website. You will need an NHS Athens account to access the full-text.

<http://browzine.com/libraries/1293>



[www.eastcheshirenhslibrary.net](http://www.eastcheshirenhslibrary.net)



Library &  
Knowledge Service



How to ...

Use the  
catalogue &  
self-service



<http://maccle.cirqahosting.com>

You can access the catalogue from work or home by going to the web address above. Click 'Enter Library' and you can then type your search terms. These can be keywords, e.g. audit, paediatric dermatology, or it could be an author or title. To do an author and title search combine your search terms with AND e.g. kumar AND clinical medicine. If only one result is found it will open the full record, if more than one title is found it will display a summary list. Click on a title to see more information, including when any items on loan are due back.

### My Account

Log into your account on the catalogue to see what books you have out on loan, renew items, reserve books you want to read and more! You will need your library card number and a PIN. If you don't have a PIN we can send you a new one, along with instructions on how to change it.

To renew your books login and click your name in the right-hand bar. It will show you which books you have out and when they are due back. Click in the boxes to select the titles you want to renew, then click the 'Renew' button. If successful, it will display the new due date.

To reserve a book which is out on loan open the book record by searching the catalogue. Make sure you are logged in, then click the 'Reserve' button near the due date.

### Self-service

Once you have found the books you want to read you can issue them on the self-service machine in the library. On the touch screen press the left-hand 'Issue' button and scan your library card barcode. Place all the books onto the grey square at the front. You can place multiple books down at one time. It will then issue them to you and display the due date (usually 3 weeks). Press the button for a receipt if you would like to take away a reminder of the due date.

To return books on the self-service simply click the right-hand 'Return' button on the touch screen and place all the books on the grey square. Once they have been removed from your account you can place them on the blue trolley.

You can also renew books by scanning your library barcode and going to your account. Any questions or issues please speak to a member of library staff.



The catalogue doesn't just include details of our book stock, it also has all our educational games, e-books and other items on. By doing an advanced search you can limit to a particular media type if you are looking for something specific.

