

## Haaga-Helia University of Applied Sciences, Library and Information Services TIPS FOR TUTORS 2024



The library orientation organised by tutors is the first-time new students visit the Haaga-Helia library.

The most important thing about the orientation is to make new students aware of the versatile library services available at Haaga-Helia. Library offers space for studying and help for information searching.

We wish the tutors to tell new students:

### 3AMK libraries

Haaga-Helia, Laurea and Metropolia libraries have a joint library system. 3AMK customer can use the same library card in all three libraries. Books are transported between the campuses, which means you can pick up your reservations from any of the 3AMK libraries and you can also return your books in any of them.

### Library card

The easiest way to get a library card is to download the Tuudo app, where you can make yourself a mobile library card (you must have a Finnish personal identity code in Haaga-Helia student registry for this to work). If you want a traditional plastic card, please fill in our library card application online and pick up the card in the library (remember to take your ID with you).

### Online library HH Finna

You can use e-books by logging in to HH Finna. Library card is needed for printed books: connect it to your account after login. You can borrow course books free of charge both in electronic and print format.

### Self-service libraries

The self-service library has longer opening hours than library's customer service hours. You can borrow, return with the self-service machine or collect reservations. You can also use working premises.

### More information on library services

is available on Haaga-Helia's online library. Library personnel is also happy to help you.

