

**Welcome to dlr  
Lexicon**

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**We hope you enjoy your  
visit**

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# I'm going to the Library

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Let's take a look at dlr Lexicon, the library in Dun Laoghaire.

In this story we'll learn about how to enter the library, meet some of the people who work there, find out how to join up and what we can expect to see during our visit.

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# Exploring the Library - Entrances

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I can enter the Lexicon from 2 different entrances.

## Level 1:



**Level 1** entrance is opposite the Design Gallery, next to the Metals and the sea.

I can take the lift next to the café from Level One up to Level 3 to the main library.

I can also get to the studio through the café for events.

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# Exploring the Library - Entrances

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## Level 3:



This is a picture of the **Level 3** entrance.  
It is located opposite the pond.

It will bring me into the main library on Level 3.



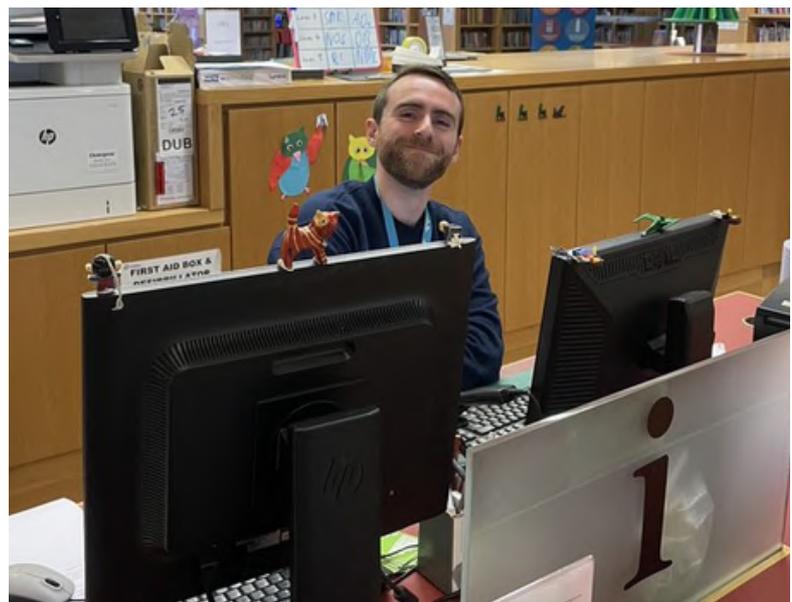
These are pictures of the security desk and  
the stairs to Level 4.

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# Library Staff

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Librarians wear a staff badge on a blue lanyard. I can ask a staff member for help at any time during my visit.



This is a picture of some of our friendly librarians at the Main Desk on Level 4.

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# Exploring the Library - Borrowing and Returning

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The library is usually a quiet place where people talk quietly, relax and read books.

In the library there will be shelves of books, audiobooks, CDs and DVDs.



I can borrow items from the self service kiosks. These are on Level 3 and 4.



I can return items at the self service booksorter. This is on Level 3.

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# Exploring the Library - Things to do

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I can do printing or photocopying. These print stations are on every level of the library.



If I have a reserved item to collect, I can pick it up on Level 4. I will have been notified by phone call or email if my item is ready for pickup. I can ask a librarian for help to check out my item.

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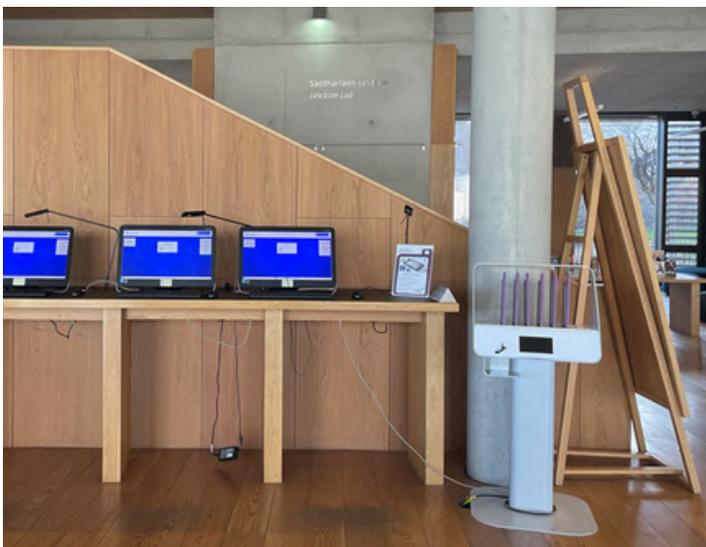
# Exploring the Library - Computers

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The computers, laptops and tablets (Hublets) in the library are free to use.

I can use the computers on Level 3, 4 or 5. The tablets and laptops are available from Level 3.

I will need my library card number and my pin number to use the computers, laptops and tablets.



If I have a junior card I can only use the junior computers.

I can ask for help at the main desk on **Level 4** or any of the librarians.

# Joining Up

To become a member of the Library I will talk to a librarian on Level 4.

I will show the librarian photo identification and proof of address.\*



I will fill out a form with my name, address, date of birth, telephone number and email address.

I will be given a library card to sign. This makes me a member of the library.



\*Photo ID can be a driving licence, passport or PPS Card. Proof of address can be a bank statement or household bill, either printed or on my phone.

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# Exploring the Library - Toilets

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The toilets on Level 1 are beside the café. There are also toilets on Levels 4 and 5 of the library.



This is a picture of the door to the toilets on Level 4 in the Children's Section.



This is a picture of the toilets in the Adult Non-Fiction Section on Level 4.



This is a picture of the toilets in the Local History Section on Level 5.

I can ask a librarian for help finding one.

# Exploring the Library - Events

I can see if there is an event on in the library by checking the News & Events page on the dlr Libraries website, or by viewing dlr Libraries social media or Eventbrite pages.



The screenshot shows the 'dlr Libraries News & Events' page for November 2022. It features a 'NOVEMBER HIGHLIGHTS' section and a 'NOVEMBER EVENTS' section. The events listed are:

- Creative Art workshops for children with additional needs:** Sat 5 Nov, 1.00-1.45pm, 2.30-3.15pm & 3.45-4.45pm. Location: dlr Liscion Studio. Booking required via eventbrite.ie.
- Starting Your Baby on Solids with Paediatric Dietician Jenny McNulty:** Thurs 10 Nov, 6.30pm. Online via Zoom. Booking required via eventbrite.ie.
- Fussy Eating & Feeding Your Toddler with Paediatric Dietician Jenny McNulty:** Thurs 17 Nov, 6.30pm. Online via Zoom. Booking required via eventbrite.ie.



Events can make the library a noisy and busy place.

If it is noisy I can ask for help. There is a box of sensory items available on Level 4.



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# Leaving the Library

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When I have finished I will leave the library.

There are two **loud** announcements over the loudspeaker when the library is closing.



The first call is 5 minutes before closing and the last one when the library is closed.

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# Thank you for visiting dlr Lexlcon

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More information:

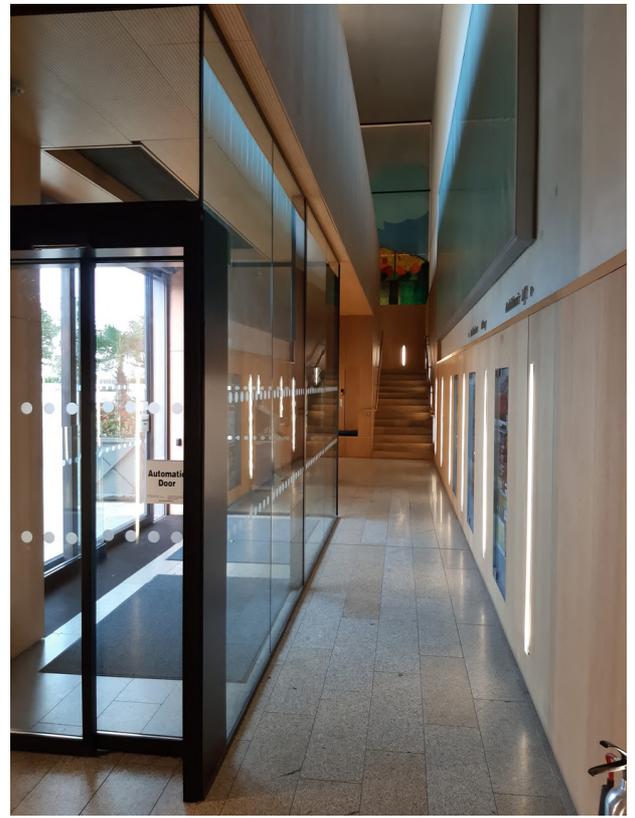
The membership form is available on our website: <https://dlr.spydus.ie/cgi-bin/spydus.exe/MSGTRN/WPAC/JOIN>

For ease of visitors this form can be completed before their visit to the Lexlcon. Once completed, the website will give you a code starting with **TEMP**. This can be presented to the librarian along with photo ID and proof of address.

Signing up will be completed on the spot.



Cafe on L1



Interior entrance on L1



Adult Fiction on L4



Adult Non Fiction on L4



Children's Non  
Fiction Section  
(Left) and  
Children's Fiction  
(below)





Entrance to The Studio from the café on Level 1 (left) and Young Adult and Lab area (below)

