

Facilities

Centre for IT in Education

The Centre for IT in Education (CITE) is one of the departments in the Academic Computing and Information Services (ACIS). It performs a niche role in providing e-Learning and media services to NIE staff to enhance their instructions through the use of Information and Communication Technologies. Specifically, the Centre supports NIE staff through the following services:

- Instructional Design & Consultancy of e-learning content;
- e-Learning Systems support through the use of Educational Technologies to academic staff for teaching purposes;
- Video and Audio production work for instructional and corporate informational videos;
- Graphics Design & Photography of NIE official events and instructional materials

Besides managing the campus-wide e-learning software, our team scouts for emerging technologies, evaluating their usefulness for NIE.

Computer Services Centre

The Computer Services Centre (CSC) provides information technology services to staff, student teachers and teachers in the campus. Our role is to promote and support the information communication technology programmes in the area of administration, teachers-training and educational research.

The centre is equipped with a wide range of computer servers supporting the NIE Administrative functions, Academic Computing, Library and Office Automation Systems and Internet Computing.

The wired and wireless network infrastructure enables a Distributed Computing Environment in the campus. Mini computers, networks servers, high-end workstations and network laser printers are

integrated with hundreds of personal computers and notebooks. Staff and student teachers can access the NIE computing resources, as well as the NTU computing resources like the NTU Library system and other web services from their personal computers.

Web services are provided to staff and student teachers so that they can access Internet resources for research, group discussions, communications and sharing of information. Staff and student teachers also can access NIE computing resources through their internet connection at homes.

Student teachers and staff can easily access a variety of computing services via the student portal or staff portal using a single portal account ID and password. The portal can be customized and personalized to suit the needs of the individual user. The campus is also equipped with wireless LAN facilities such that information is readily accessible from notebooks and PDAs anywhere on the campus.

Computing Facilities

To integrate the use of IT into the NIE curricula, the Institute has 16 computing laboratories which are divided into (i) specialised laboratories under the charge of the respective Academic Groups; and (ii) common access laboratories under the charge of the Centre for User Support. The sole Macintosh-based laboratory serves as the Macintosh Centre for the Institute. Each of the remaining PC-based laboratories is equipped with Pentium machines and all the computer systems are networked and connected to the Internet.

The computing facilities are used to support teaching and learning in the various programmes. They are used to teach student teachers and in-service teachers attending the foundation course module in instructional technology as well as those attending course modules on the integration of IT into the school curriculum subjects. When these facilities are not being used for teaching, they are available to students for project work which includes the creation of computer-based teaching and learning materials.

In addition, a campus-wide tri-mode wireless system infrastructure has been set up in NIE. It means that, besides the matured IEEE 802.11b standard, the newer standards, IEEE802.11a and 802.11g are also supported.

Hotspots@NIE, a free wireless network for NIE invited guests and members of Singapore's educational institutions (e.g. teacher/students of primary, secondary schools, junior colleges, polytechnics, ITEs or public universities) is also available.

Hotspots@NIE is currently available at these designated areas:

- Conference Room, Administration Building, Level 1
- Library and Canteen, LIBRIS Building, Basement 1 to Level 4
- All Lecture Theatres (LT1 to LT12)
- NIE Campus, Plaza Level

Library and Information Services Centre (LIBRIS)

(A Centre of Academic Computing and Information Services)

URL: <http://www.acis.nie.edu.sg/libris>

Email: LIBRIS@nie.edu.sg Tel: (65)67903626 Fax: (65)68969426

Founded in 1950 as a Teachers' Training College Library, the NIE Library and Information Services Centre (LIBRIS) is the largest education library in Singapore. LIBRIS provides resources and services to support the teaching and research programmes of the Institute. It also reaches out to meet the needs of the education professionals in the Ministry of Education, schools and other related organisations.

Collection

LIBRIS houses a collection of over 340,000 volumes/items and about 1,000 journal titles. Special collections of LIBRIS include the Singapore Education Resources Collection and the C.J. Koh Collection which focuses on teacher training / education and teaching methods. Other notable resources include ERIC (Education

Resources Information Center) documents and curriculum resource materials for teachers.

LIBRIS members also have access to electronic resources such as e-books, e-journals and e-databases. Members with NIE Campus Network Account may also access the IP-restricted electronic resources remotely.

Facilities

Among the facilities available at LIBRIS are self-check machines for borrowing books, an automated disc-dispensing machine, group discussion rooms, self-service photocopiers, computer laboratory and the LearningHub@LIBRIS.

The LearningHub@LIBRIS is an area on the 3rd storey designed to provide the ambience and environment for collaborative learning and to stimulate creative thinking and discussion among users who can easily access the campus network via wired and wireless technology. There are two plasma monitors at the lounge area which can be booked for small group discussions or project work. A soundproof, improved SMART Room, with a seating capacity of 23 people, is equipped with a rear-projection SMARTBoard which has interactive whiteboard software and other audio-visual equipment. This room provides wired and wireless access to campus network/internet.

A Café offering hot/cold drinks and cakes/pastries is also located at the LearningHub on Level 3.

Services

Services provided by LIBRIS include loans; inter-library loans; document delivery; information and database search; user instruction on information retrieval; and assistance in use of print and multimedia materials.

Service Points

Information Desk

(Level 2. Tel: 6790-3626. Email: LIBRIS@nie.edu.sg)

Provides general enquiries, guidance on the use of WebOPAC and self-check machines, booking of discussion room.

Membership and Loan Counter

(Level 2. Tel: 6790-3627. Email: libcirc@nie.edu.sg)

Services membership/loan enquiries, loan transactions, library account matters.

Media Counter

(Level 3. Tel: 6790-3628. Email: libmedia@nie.edu.sg)

Provides instruction on the use of automated disc-dispensing machine and SMARTBoard, booking of lounge, loan of audio-visual materials.

Reference Counter

(Level 2. Tel: 6790-3623. Email: libref@nie.edu.sg)

Services reference/research enquiries and provides instruction on the use of WebOPAC/e-resources for individuals/groups, guidance on the use of microform reader-printer, document procurement, loan of education papers, news clippings, test materials and resource files.

Services Hub

(Level 4. Tel: 6790-3033. Email: acishelp@nie.edu.sg)

Provides loan of wireless cards, installation of wireless software, enquiries on portal accounts, network accounts and IT-related matters.

LIBRIS Website

Provides a number of useful services such as:

- Interactive Information Literacy Tutorial: SearchPath
- Remote access to licensed resources
- Pathfinders on education related topics, e.g. Early Childhood Education, Educational Leadership, Physical Education, Special Education
- Virtual Library Tour

Catalogue

The LIBRIS collection is classified according to the Library of Congress Classification Scheme. Transactions/services available through the WebOPAC (<http://opac.nie.edu.sg>) include changing of one's Library PIN; reporting of change in one's address and contact numbers; checking one's library account, loan renewals, placing holds (reservations) on books which are out on loan and cancellation of reservations for books which are no longer required.

Membership

All full-time students are automatically registered as members of LIBRIS. Non-graduating students and students on short courses and ad-hoc programmes are required to register at LIBRIS personally.

Publications (Electronic versions are accessible via the LIBRIS homepage <http://www.acis.nie.edu.sg/libris>)

a) Guide for NIE Students and Student Teachers

This Guide contains a summary of the resources and services that are available to students/student teachers.
(http://www.acis.nie.edu.sg/nie-acis/libris/information/nie_students.do)

b) Dissertations and Theses Abstracts Online

Dissertations and Theses Abstracts Online allows users to browse and search NIE dissertations and theses abstracts via the LIBRIS Website.
(<http://www.acis.nie.edu.sg/nie-acis/libris/resources/eresources/research.do>)

c) Examination Papers Online

Examination Papers Online provides remote and simultaneous access to past years' examination papers.
(<http://www.acis.nie.edu.sg/nie-acis/libris/resources/eresources/exampaper.do>)

d) User Guides

LIBRIS staff have compiled a number of user guides which provide information on how to search the various electronic databases. There are also guides on searching the OPAC for various types of resources.
(<http://opac.nie.edu.sg>)

Opening Hours**

		LIBRIS	Reference Counter	Media Counter
Term time	Monday - Friday	8.30 am - 8.00 pm	8.30 am - 5.00 pm	11.00 am - 5.00 pm
	Saturday	8.30 am - 5.00 pm	Services Available Through Information Desk	Closed
Vacation Time	Monday - Friday	8.30 am - 5.15 pm	8.30 am - 5.00 pm	11.00 am - 5.00 pm
	Saturday	8.30 am - 1.00 pm	Services Available Through Information Desk	Closed

The Library is closed on Sundays and Public Holidays.

Loan Services and Computer Lab facilities/services cease 30 minutes before LIBRIS closes.

** Please check the LIBRIS homepage for latest update on opening hours.

The Nanyang Playhouse

The Nanyang Playhouse is a free-standing building close to the Arts Building. It houses purpose-built spaces for the Drama programme - performance area, workshop, rehearsal room, wardrobe, classroom and office. The performance area is a 'black box' - that is, it is predominantly black to minimize interference with all-round lighting design capacity, and has no fixed seating. A flexible system of portable risers and platforms allows for many configurations of audience seating and temporary stage arrangements. Seating numbers vary according to the set-up used: the maximum is around 150 and 120 could be regarded as optimal. The spaces constitute the Drama programme's teaching areas as well as being used for performance. Other programmes and groups may request use of the theatre; the main considerations will be whether the space can be made free at the requested times, and the limits of available technical manpower. The Drama programme operates from within the Visual and Performing Arts Academic Group.

The Art Gallery

A purpose-built art gallery, designed both as a teaching space and for student-teacher exhibitions as well as for attracting local, regional and international shows, is being constructed in a prominent and accessible location next the to the Arts Block.

NIE Student Hub U.iD

There is a NIE Student Hub U.iD on campus. It is equipped with an amphitheatre, a café, six meeting rooms and comfortable furniture for students to relax, socialise, enjoy campus life and conduct club activities.

The term "U.iD" stands for "Unity in Diversity". It reflects the primary role of the Student Hub in bringing together student teachers from all pre-service courses, teachers from graduate courses as well as alumni. In addition, the abbreviation "U.iD" may also be loosely

interpreted as “your i.d.” or “your identity” reflecting how the Student Hub could be the place where student teachers carve out their niche or identity through student-led activities.

Sports and Games Facilities

There are outdoor and indoor sports facilities at the Institute's Physical Education Complex. Outdoor facilities include an artificial turf hockey pitch, a teaching pool, four tennis courts, two sepak takraw courts and five outdoor courts which can be used for basketball, netball, handball and volleyball. For indoor sports, there are five squash courts and a large multipurpose sports hall which can accommodate several activities. There is also a fully-equipped weight-training facility and a sports room for table-tennis and dance. All facilities are meant for teaching purposes but can be booked for recreation outside the teaching schedule.

Users must conform to all rules and regulations governing the appropriate use of the Sports and Games Facilities.

Canteens

The canteen is located at Basement 1 of the Library Building. There are 10 stalls in the canteen selling a variety of food and drinks. The canteen is open from 7.00 am to 6.00 pm on Mondays to Fridays. Other canteens are also available within the Yunnan Garden Campus of NTU.

Public Payphones

Public payphones are located on the first level of Building 1 and in the canteen. The public payphones can accept both coins and phone cards.

Telephones for Emergency Use

Telephones for use in an emergency are located outside some of the tutorial rooms in Blocks 2, 3, 5 and 7 (refer to the NIE location map at the end of this handbook for the location of the telephones). These

telephones are for internal use only, i.e. for calls to be made within the campus. Some essential numbers are:

Building and related services : 24 hours Fault Reporting Centre Ext 3000

Campus security : 24 hours Campus Security Service Ext 3999

Car Parks

There are 6 car parks in the campus which are open to staff, student teachers and visitors. Car Parks 1, 2, 3 and 7 are operating on an automated paid parking system using the cash card. The other car parks are free.

The paid parking operating hours and rates are:

Operating Hours

Mondays to Fridays : 5.00 am to 5.45 pm

Parking is free for other times, on week-ends and Public Holidays. In addition, during the months of May, June, November and December, no parking charges are imposed throughout the day in Car Parks 2, 3 and 7.

Rates

Car Park 1

2 cents per minute

Car Parks 2, 3 and 7

\$1.00 per hour

\$3.00 for more than two hours

The free parking periods and parking charges may be reviewed from time to time.

Wheel clamping is enforced in the campus. Vehicles which are parked illegally or indiscriminately may be wheel clamped. A fee of \$50 is imposed for the release of the wheel clamp.

Bicycle Stands

Bicycle stands are located in the following buildings: Building 2 (level B1), Building 3 (levels B1 & B3), Building 5 (levels B2, B3 & B4), Building 7 (levels B1 & B3) and Building 7A (level B4).

Motor Cycle Parking Lots

Motor cycle parking lots are available in Car Park 1, Car Park 2 (between Buildings 2 & 3), Car Park 3 (opposite Bin Centre at Building 4), Car Park 5 (beside Building 5) and Car Park 7.

Vending Machines

There are drinks vending machines installed at the basement levels of Buildings 2, 3, 5 and 7, level 1 of Building 4 and in the canteen.

Snacks vending machines are located at Basement 1 of Buildings 3, 5 and 7 and in the canteen.

Hot Water Dispensers

Hot water dispensers are located in the canteen and in all the main buildings in the campus.

Bookstore

The bookstore is located at Basement 1 of the Library Building (NIE 4 B1-10), next to canteen.

Opening Hours	Monday – Friday Saturday Sunday & Public Holiday	9.00 am - 7.00 pm 9.00 am - 2.00 pm Closed
Merchandise	Text & Reference Books Magazines Stationery Sundry Goods Souvenirs	