

Library Service Definition

Communication and liaison with students and staff; outreach activities

What is the service?

Communication and liaison with students and staff; outreach activities

Who may access the service?

LJMU students, LJMU staff, External visitors and Members of the public

What are the benefits of the service?

 Provides the opportunity to give feedback & make suggestions to help us improve our service

What is included?

This service includes

- A range of methods to engage with our students and other users and encourage feedback:
 - o Regular liaison with Liverpool Students Union Sabbatical Officers
 - Print and online comment forms
 - Social Media and email lists
 - Surveys and questionnaires
 - University/faculty liaison and consultation
 - o Marketing/communications
- Hosting Coffee mornings
- Library Roadshows
- Library Services Critical Friends Group
- Maintaining our social media presence
- Marketing and communications

What should I expect?

Standards

We will acknowledge and respond to 95% of feedback from comment cards within 24 hours of receiving it

100% of feedback received from Facebook and Twitter will be responded to within 1 hour

Availability

This service is available within Library Services Full Service hours