



ORDERING AND DISTRIBUTING TEXTBOOKS

教材的订购与分发

The Learning Resources Management at the Library coordinates the textbook ordering and distributing for all undergraduate students. Students will receive their print textbooks or eBooks from the Library at the beginning of each semester. Contact ug-textbook@dukekunshan.edu.cn or visit the 1st Floor Information Desk during office hours for help.

图书馆学习资源管理部负责协调所有本科学生教材的订购与分发工作。学生在每学期开始时可从图书馆领取其所选课程的纸质或电子教材。联系ug-textbook@dukekunshan.edu.cn 或在工作时间到一楼服务台获取帮助。

COURSE RESERVES

课程指定参考书目

The Library provides limited print copies of the required and recommended readings for each course. You can borrow course reserves for 3 hours from LIB1008 Course Reserve/Book Request.

每门课程的必读和荐读书目，图书馆均尽可能提供有限纸质副本供师生借阅。用户可至1008教参/普通书约取室借阅，每次可借阅三小时。



INSTRUCTION, RESEARCH AND DATA SUPPORT

教学、研究和数据支持

The Library provides one-on-one and group research consultations, in-class training sessions, and a series of workshops to teach you how to find, evaluate, organize, and analyze information and data. For advanced research support, professional librarians provide consultations of systematic reviews and design research & course guides in various disciplines.

The Library also provides access and instructional support for citation management tools such as Zotero and EndNote, and instructional support for data analysis and visualization tools such as R and Tableau.

Contact librarians, visit the Library website or follow the Library on WeChat for more information.

图书馆提供一对一或小组研究咨询、课堂培训及系列讲座以指导师生员工查找、评估、组织和分析信息与数据。如有深度研究需求，专业馆员可提供系统综述指导，并设计各学科领域的研究及课程指南。

图书馆提供Zotero和EndNote等引文工具和多种研究工具的访问及使用指导，及R、Tableau等数据分析和可视化工具的使用指导。

联系图书馆员、访问图书馆主页或关注图书馆微信公众号获取更多信息。



COLLABORATION & INNOVATION SPACES

合作与创意空间

The Library provides specialized spaces equipped with cutting-edge facilities and equipment for collaboration and innovated learning experience, including Liu Shuang Film/Music Appreciation Room, 6 Multi-Media booths, Data & Visualization Workshop, Game Studio, Poster & 3D Printing Corner, Book Publishing & Printing Studio, Wind Finance Lab, Sound Lab, etc.

图书馆内有多处配置有前沿设备的空间，可提升交互合作及创新学习体验，包括刘爽影视赏析室、6个多媒体室、数字和可视化工作室、智玩工坊、海报和3D打印角、图书刊印工作坊、万得金融实验室、创音实验室等等。

EVENTS

活动

The Library holds book and other resources promotions, invited lectures, exhibitions, and a yearly Reading Festival including a book fair and other activities. We also share monthly reading recommendations and updates about new arrivals.

图书馆不定期举办图书和其他资源的推广活动，并举办特邀讲座、展览，及包括书展和其他活动在内的年度读书节等。同时还分享每月书单以及新书介绍。



LIBRARY COLLECTIONS

图书馆馆藏

60,000+ print volumes (74% ENG) • 700+ DVDs • 31 print journals & newspapers • 287,000+ e-journals • 1,100+ scholarly databases • 3,110,000+ electronic books • 2 standalone self-service stations

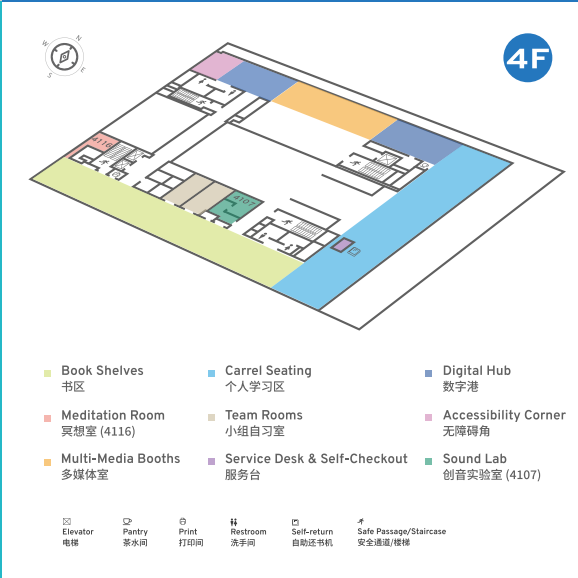
纸质藏书超6万册 • DVD超700盘 • 31种纸质期刊和报纸 • 28万余卷电子期刊 • 1100多个学术资源数据库 • 311万余册电子书 • 2台自助服务借阅机

ARCHIVES AND SPECIAL COLLECTIONS

档案与特藏

The University Archives and Special Collections supports the research and teaching mission of DKU by preserving and providing access to historically significant materials of both university history and relevant scholarly topics. The professional librarian provides records management consultations to campus units to facilitate the preservation and transfer of university historical records, and works with students and faculty to document the intellectual and cultural life of DKU.

大学档案和特藏部通过保存和提供对校史和相关学术主题的重要历史资料的访问渠道，支持学校的研究和教学任务。专业馆员为学校各部门提供文件管理咨询，以促进大学历史文件的保存和转移，并与师生合作，记录学校的精神和文化生活。



RECOMMENDING TITLES

向图书馆推荐资源

Books, journals, and other resources you love not available in our collections? Recommend titles online by scanning this QR code.

找不到你感兴趣的书刊和其他资源?扫描二维码填写推荐表向图书馆推荐。



HOURS & LOCATION

服务时间及位置

Library Building: 图书馆大楼:

Mon. – Sun.: 8:00-23:00 周一至周日:8:00-23:00

*Swipe access for entry at side gates 大楼侧门需刷卡进出

*25 Study Rooms and Team Rooms 自习室/学习室:25间

*560 seats 总座位数:560

1st Floor Information Desk: 一楼服务台:

Mon. – Thur.: 9:00-21:00 周一至周四:9:00-21:00

Fri.: 9:00-17:30 周五:9:00-17:30

Sat.: 14:00-18:00 周六:14:00-18:00

Sun.: 14:00-20:00 周日:14:00-20:00

GETTING MATERIALS FROM OTHER LIBRARIES

从其他图书馆获取资源

Materials you need not available in our collections? Scan the QR code and follow the instruction to make a request or contact the Library for help.

图书馆的资源无法满足你的需求?扫描二维码根据说明提交申请或联系图书馆获取帮助。



Digital Hub (4F)

Wind Finance Lab (2125)

Outdoor Garden

Tea House (3015)

ACCESS ANYTIME & ANYWHERE

随时随地访问资源

Visit the Library website to access our search system, e-journals, and other resources 24/7 from anywhere with an internet connection. Just sign in with your NetID and password when prompted.

全校师生员工可以7天24小时访问图书馆主页、使用图书馆搜索系统来获取电子期刊及其他资源。根据提示登录学校账号即可。

BORROWING ITEMS

借阅资源

Faculty, students, and staff can borrow from the Library using their DKU cards. Other members of the DKU community may be eligible to apply for borrowing privileges. Scan the QR code for more borrowing policies.

本校师生员工可凭昆山杜克大学校园卡借阅图书馆资源。其他用户可申请图书馆借阅权限借阅有限的流通资源。扫码了解更多借阅政策。



Multi-Media Booths (4F)

Liu Shuang Film/Music Appreciation Room (2101B)

PUBLIC COMPUTERS & PRINTERS

公共计算机及打印设备

1st Floor: 2 iMacs, 1 printer (LIB1118)

2nd Floor: 25 iMacs in Wind Finance Lab, 2 printers (LIB2022, LIB2120)

3rd Floor: 2 Dell workstations (Bookshelves), 1 printer (LIB3113)

4th Floor: 13 Dell workstations (Digital Hub/Accessibility Corner/Bookshelves), 9 monitors, 1 printer (LIB4115)

1楼:2台iMac,1台打印机(1118室)

2楼:25台iMac(万得金融实验室),2台打印机(2022室,2120室)

3楼:2台戴尔一体机(书架区),1台打印机(3113室)

4楼:13台戴尔一体机(数字港/无障碍角/书架区),9台显示器,1台打印机(4115室)

POSTER PRINTING

海报打印服务

The Library provides fee-based poster-printing services to all DKU community members. Scan the QR code to view the usage guidelines and submit requests.

图书馆提供付费海报打印服务。扫码查看使用指南及提交需求。



Duke Kunshan University Library Guide

August 2025

<https://library.dukekunshan.edu.cn/>
dculibrary@dukekunshan.edu.cn
dukekunshan_library
(0512) 36658756

