

He Whakatuwherataka mō kā Taurira

An Introduction for Students



Hocken Collections

Uare Taoka o Hākena

University of Otago Library

Nau Mai Haere Mai ki Te Uare Taoka o Hākena:

Welcome to the Hocken Collections

He mihi nui tēnei ki a koutou

kā uri o kā hau e whā arā, kā mātāwaka o te motu, o te ao whānui hoki.

Nau mai, haere mai ki te taumata.

The Hocken Collections is one of Aotearoa New Zealand's foremost public research libraries, holding a wide variety of materials relating to the history and cultures of this country, the Pacific and Antarctica, and with a special emphasis on southern New Zealand.

Ka tae mai koe: As you arrive

As you arrive, please:

- place your bags (including computer bags and sleeves) in the lockers provided before entering the General Reference area or heading upstairs to the Exhibitions Gallery. Please bring in some photo ID and the materials you require for research (eg. paper, pencil, USB stick/pen drive, laptop computer)
- leave all food and drink, including water bottles, in the lockers. We have a researcher lounge off the foyer that everyone is welcome to use
- set your mobile phone to silent, or turn it off
- sign the Readers' Register at the front desk each day

Kei hea ka taoka katoa?: Where are the collections?

Most of the collections are kept in stacks behind the reference desk. It is not possible to search the shelves or take items away from the library. Instead, we ask you to use our online catalogues to find and order material, and library staff will bring the items out for you to use in our reading room. Please ask staff at the Reference Desk for assistance in finding relevant material and guidance on how to order it. Please note that if you are using the Hocken for the first time, we may need to register you on our system before you can do this.

You can then take notes with a pencil (we have plenty for you to borrow) or we may allow you to take your own digital photographs or scans of some items for personal and research use. To arrange this, please talk to desk staff.

Rapua ki kā taoka mō ā koutou whakataauaka mahi: Locating resources for your assignments

Kā Pukapuka, kā Tuhika Whakapae, kā Hautaka, kā Niupepa, kā Taoka Ataata-Roko: Books, Theses, Journals & Magazines, Newspapers & Audio-visual items

These cover a wide range of subject areas in varying depth, including local, regional, and national history, social and cultural studies, biography, geography, politics and government, language, literature, and the arts. Search our holdings on Library Search|Ketu <https://www.otago.ac.nz/library> - ask staff for assistance on how to order material. Once a request has been successfully placed, staff will retrieve the item, and issue it to you for use in the reading room.

We have produced a series of reference guides on a range of subjects to help direct you to useful sources in your research field. These can be found in hard copy in the general reference area, and online, at <https://www.otago.ac.nz/library/hocken/guides-to-the-hocken-collections>.

There is an online guide to the Hocken Collections for researchers at <https://otago.libguides.com/hocken>. It includes tips on referencing Hocken sources and provides a list of useful databases and websites.

Kā Tuhi Panui o kā Hautaka: Journal Articles

The Index New Zealand database will help you find articles in Aotearoa New Zealand journals and newspapers such as the *New Zealand Journal of History*, *New Zealand Listener*, *Otago Daily Times*, and many others. It offers comprehensive coverage from 1987 onwards but does index some earlier journals – search at <https://natlib.govt.nz/collections/a-z/index-new-zealand-innz>. Print indexes are also available for comprehensive coverage of pre-1987 journals. Once you have found the references to relevant articles, check Library Search|Ketu to see whether we hold the relevant journal title and issue.

Kā Mahere Whenua: Maps

The maps collection includes topographical maps of both general and specific locations; cadastral maps, showing boundaries of subdivisions of land ownerships; well as plans of subdivisions and fire insurance maps. See our *Maps and Plans at the Hocken Collections* research guide at <https://www.otago.ac.nz/library/hocken/guides-to-the-hocken-collections>.

Search for holdings on Library Search|Ketu (refine your results to *Maps*) or ask staff for help.

Kā Tukuka Kōrero, kā Tuhika Tawhito: Archives

Archives are collections of documents created by a particular person or organisation. Archives can contain material in any format, on physical or digital media. Archives are almost always first-hand accounts of an event or activity, or what historians call 'primary sources'. Search for archives on the Hākena catalogue at <https://hakena.otago.ac.nz/> and ask staff for further assistance.

Kā Taoka Whakaahua: Art and Photography Collections

These are located on the first floor, and include photographs and photograph albums, paintings, illustrations, sketches, cartoons, prints, posters, and postcards. The photography collection includes many images of Otago, its geography, architecture & its inhabitants, both tangata whenua and tau iwi.

Search for art and photography on Hākena (some items are also viewable online using this catalogue). Many items are also viewable online via Hocken Digital Collections - <https://hocken.recollect.co.nz/> Additionally, more photographs and artworks can be seen at <https://otago.ourheritage.ac.nz/> Please ask staff if you wish to consult the art and photography collections.

Kā Pānuitanga Whakatairanga: Ephemera

The ephemera collection includes a wide range of printed material such as posters, programmes, leaflets, packaging, and advertising circulars that was produced for immediate and contemporary use and reflects the attitudes and opinions of its time as well as contemporary design trends and aesthetic taste. It provides glimpses of everyday life and an insight to the culture and history of New Zealand. Search for holdings on Hākena, and view some items via Hocken Digital Collections, but as most of the collection is not yet listed, please ask staff for assistance.

If you have *any* questions, please ask one of the staff: we are happy to help.

Hocken Collections, March 2024