

## SOCIAL SCIENCES LIBRARY

September 2008

The **Social Sciences Library** provides a service to the Faculties of Law, Economics, Politics and Sociology. Its specialist collection consists of more than 200,000 monographs, 9,500 serials and over 3,800 digital journals.

### Address and telephone numbers

Universitat Autònoma de Barcelona

Social Sciences Library

Edifici B 08193 Bellaterra (Barcelona)

<http://www.uab.cat/bib>

[Bib.Socials@uab.cat](mailto:Bib.Socials@uab.cat)

93 581 18 01 - 93 581 15 17



### Access, consulting and opening hours

Free access.

**Consulting the library collection** is of free access except the documentation located in the storeroom, which must be requested at the counters desks.

### Opening hours and loan service:

#### Social Sciences Library (Floor 0, -1, -2 and -3):

Monday to Friday, 8.30 to 21 h

*Loan service:* Monday to Friday, 9 to 21 h

#### UAB Study Room (Floor -2 and -3):

Access: evenings, public holidays and weekends the 365 days of the year. To access you must show the ID card of any Catalan public university (ACUP). If you are an UAB student and you don't have your ID card yet, you can access with your valid registration together with an identification card.

### Library services

**Reference and information:** at the reference and bibliographical information desk (Floor 0), the library staff will help you to find the information you need and how to find it at the library. Consult the **UAB Catalog** (<http://www.uab.cat/bib/cataleg>) to explore the university libraries collection (make a note of the **location** and **call number**, as this information will help you to find the document at the library).

**Loans:** 1<sup>st</sup> and 2<sup>nd</sup> cycle students: 6 books over a period of 14 days. 3<sup>rd</sup> cycle students: 12 books over a period of 28 days. Handbooks are lent for a period of 7 days. The loan can be renewed a maximum of 6 times (as well as on the Internet at <http://www.uab.cat/bib/cataleg>, section *El meu compte*). **Delay in returning items** will result in the right to borrow being lost for a period of a day for every day's delay and document. (Borrowing rules: in *Library rules* on <http://www.uab.cat/bib>).

**Interlibrary loan:** allows documents to be obtained for free if they are available in any other institution (CBUC members) and not found in the UAB collections. You can also order reproductions (depending on current fees).

**Users' training:** we offer different courses to help you learn about the library's resources and how to make the most of these: *Come and get to know your library*; *Digital resources on law, economics, politics and sociology*; *Introduction to the Statistics Unit*; *RefWorks, bibliographical reference manager*. Find out about the courses and schedules on the Libraries Service website (in *Request forms*).

**Acquisitions:** you can suggest material you think would be interesting for the library by filling in the acquisition suggestion form that can be obtained at the lending desk or using the corresponding form on the Libraries Service website (in *Request forms*).

## To help you know where you are... Areas of the library

The Library has four floors (there are plans in all of these), where you will find:

### ▪ **Social Sciences (Floor 0)**

*Books area:* with specialist books, reference works and audiovisual material.

*Periodicals area:* you will find these ordered alphabetically according to title.

*Carandell Economics Library:* a collection specializing in economic history of the 19<sup>th</sup> and 20<sup>th</sup> centuries, it keeps over 12.000 volumes.

*Services:* loan and bibliographical information, catalogues and databases, Internet, booths for researchers and photocopiers.

### ▪ **Social Sciences-Statistics (Floor -1)**

*Statistic area:* with monographs, periodical publications and databases with national and international statistical information, plus annual reports for companies, banks and savings banks.

*Services:* bibliographical information, statistics databases, a room for consulting microforms and audiovisuals material, Internet and self-service photocopiers.

### ▪ **Social Sciences (Floor -2)**

*Books area* (basic bibliography): you will find handbooks, reference books, legal forms and recommended bibliography.

*Services:* loan and bibliographical information, catalogues and databases, Internet, self-service photocopiers, work rooms and individual study booths.

### ▪ **Social Sciences (Floor -3)**

Study room, legal repertories and journals.

## Equipments and other services

**Printers:** you can print from the library computer terminals to the printer/photocopier installed in front of the door on Floor 0.

**Photocopiers:** on Floors 0, -1 and -2 there are self-service photocopiers, in addition to the Photocopy Service on Floor 0.

**Wireless (Wifi):** your laptops can be connected to the UAB network.

**Access from abroad the campus:** the Virtual Private Network (VPN) Service allows UAB users to work with Libraries Service resources from computers off campus. Follow the instructions on the Libraries Services website (in *Remote access*).

**Audiovisual materials and microforms:** to consult these in the library, please enquire at Logistical Support and Information Point (reception).

## Suggestions and complaints

These can be made to the University using the *UAB digueu* service (<http://www.uab.cat/uab-digueu>).

You can consult **Carta de Serveis** ([http://www.uab.cat/bib\\_Services](http://www.uab.cat/bib_Services)) and **Reglament del Servei de Biblioteques** (*Library rules*) to know complete information of the library services and the rules that regulate the UAB Libraries Service.