

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 and that is brought each hour.

The opening hours are:

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

Consulting: Monday to Friday, from 8.30 to 21 h

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

UAB Study Room (Floors -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.

Equipments and other services

Photocopiers/printers: there are self-service photocopiers/printers located at floors -1 and -2.

Wireless (Wifi): your laptops can be connected to the UAB network at any library floor.

Access from abroad the campus: the Virtual Private Network (XPV) service allows UAB users to work with Libraries Service resources from computers off campus (www.uab.cat/bib, Remote access).

Audiovisual materials and microforms: to consult them 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 (www.uab.cat/uab-digueu).

September 2010 edition



www.uab.cat/bib/

Social Sciences Library

General guide



Universitat Autònoma de Barcelona
Social Sciences Library
Building B - 08193 - Bellaterra (Barcelona)
93 581 18 01 - 93 581 15 17

PREGUNT@



SERVEI D'INFORMACIÓ DE
LES BIBLIOTEQUES - UAB
www.uab.cat/bib/pregunta

The Social Sciences Library provides a service to the Faculties of Law, Economics and Business, Politics and Sociology. Its specialist collection consists of more than 206,000 monographs, 8,500 paper serials and the access to all UAB digital collection (15,000 e-books and 16,000 e-journals).

Services

Information: go to the counter desks, where the staff will help you find and locate the information you need. Consult the **UAB catalogue** (www.uab.cat/bib/cataleg) to explore the university libraries collection. You can also use the virtual UAB Libraries Information Service:



Pregunt@ - It can be accessed at the Library Services website or directly at www.uab.cat/bib/pregunta.

Loan service: 1st, 2nd cycle and EHEA degrees students: 6 books over a period of 14 days. Postgraduate, master and PhD: 12 books over the 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 www.uab.cat/bib/cataleg, section *My account*). 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: www.uab.cat/bib > *Libraries* > *Library rules*).

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*; *E-resources on Law, Economics, Politics and Sociology*; *Introduction to the Statistics Unit*; *RefWorks: bibliographical reference manager*; *Trobador: metasearcher for electronic resources*. Find out about the courses and schedules on the Libraries Service website (*Request forms* > *Courses*).

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 Libraries Service website (*Request forms* > *Acquisitions*).

You can consult the **Service Charter** (www.uab.cat/bib > *Services*) and **Rules** (*Library rules*) to know complete information of the library services and the rules that regulate the UAB Libraries.

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

The Library has four floors (there are plans at the entrance and in all of these).

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 Library: a collection specializing in economic history of the 19th and 20th centuries.

Services: information and loan, returning box, catalogues, databases, Internet, office software, a room for consulting microforms and audiovisual materials, booths for researchers, booths for disabled people.

Social Sciences - Statistics (Floor -1)

Statistics area: you will find monographs, periodical publications and databases with national and international statistical information, plus annual reports for companies, banks and savings banks.

Services: information, catalogues, databases, Internet, office software, work rooms for groups, self-service photocopiers/printers.

Social Sciences (Floor -2)

Books area (basic bibliography): with handbooks, reference works, legal forms and recommended bibliography.

Services: information and loan, self-loan machine, returning box, catalogues, databases, Internet, office software, work rooms for groups, individual study booths, self-service photocopiers/printers.

Social Sciences (Floor -3)

Study room, legal repertories and journals.