

Communication Library and General Newspaper Archives



The Communication Library and General Newspaper Archives' main objective is to support the whole university community's teaching and research work, in particular the [Faculty of Communication Sciences](#), the [Department of Journalism and Communications Studies](#), the [Department of Audiovisual Communication and Advertising](#), the [Department of Advertising, Public Relations and Audiovisual Communication](#), the [Department of Media, Communication and Culture](#) and the [Institute of Communication](#) (Institut de la Comunicació -INCOM).

The CEDOC is the Communication Documents Centre attached to the Library.

The building, located in the Civic Square of the UAB Campus, has a surface area of 10,500 square metres spread over seven floors. It currently has 582 reading stations, 13 consulting booths, 4 booths adapted for physically or sensory impairment, 12 group workrooms, 1 free-access workroom, 1 study room and 1 return drop box.

The Library houses 137.120 monographs and graphic and audiovisual documents and 10.979 collections of communication journals and magazines.

Addresses and telephone numbers

Communication Library and General Newspaper Archives

Edifici N - Campus de la UAB - 08193 Bellaterra (Cerdanyola del Vallès, Barcelona)

☎ 93 581 40 04 (Loans) / 93 581 40 10 (Management)

☎ 93 581 12 27

🌐 www.uab.cat/libraries/communication/

🌐 blogs.uab.cat/comunicacio

✉ Pregunt@: Libraries Information Service UAB: www.uab.cat/bib/pregunta

🕒 During term time opening hours are from 8:30 a.m. to 9:00 p.m. Lending from 8:30 a.m. to 8:30 p.m.

Access and consultation

There is free access via floors 0 and 4. The collection is free to access except for certain materials of restricted access or those in the Library's deposit. Check the [library map](#).

Sections

Books

Books are to be found on the 3rd floor. Most of them are free to access and are placed according to the Universal Decimal Classification (UDC). The main subjects are: communication, journalism, advertising, radio and television, cinema, documentation and photography. Also noteworthy is the extensive collection of reference works and the librarianship collection. This same floor also houses the leaflet collection and the local UAB monograph collection.

Newspapers and magazines

The free access newspapers and journals are to be found on floors 2 and 4 of the library:

Communication Library and General Newspaper Archives

Floor 2	Floor 4
▪ Foreign press ▪ Regional Spanish newspapers ▪ Journals specialising in communication and documentation	▪ Barcelona and Madrid newspapers ▪ District and local press ▪ Spanish general information and dissemination magazines ▪ Digital newspapers and press databases ▪ Indexes, yearbooks and supplements ▪ Local collection of UAB journals ▪ Press on microfilm ▪ Press on DVD-ROM

Microforms

The microform collection plus a room for consulting these can be found on the 4th floor. Reference room opening hours during term time: from 9.30 a.m. to 2.00 p.m. and from 3.30 p.m. to 8.30 p.m.

Sound, audiovisual, graphical and I.T. material

Free access material of this sort can be found and consulted on the 2nd floor.

The Media Library's 18 computer terminals can be used to consult local CD-ROMs, the UAB network databases, DVDs and CDs.

Reserve

The UAB reserve collection consists of an old document collection on general topics printed between the 16th and 20th centuries.

[CEDOC. Communication documents centre](#)

The CEDOC, on the 1st floor, is a collection of Spanish contemporary political documents.

Opening hours during term time: from 10:00 a.m. to 2:00 p.m. and from 3:30 p.m. to 5:30 p.m.

For further information consult the CEDOC guide: ddd.uab.cat/record/39025.

Services

The services on offer at UAB Libraries are described in the Service Charter at: www.uab.cat/libraries/services/.

Document acquisition

This service aims to control and manage acquisitions for the document collection.

If you are members of the university community associated with the Faculty of Communication Sciences, you can suggest new acquisitions of bibliographical material by using the proposal forms to be found at the Information and Lending Counters or by using the [electronic version](#), which you will find in the section "Request forms" on the website.

Check the latest bibliographical additions at blogs.uab.cat/comunicacio/adquisicions/

Consulting and lending

To search for material in our collection you can consult the UAB Catalogue, accessible using the computer terminals on every floor or from every other Library on the campus, and on the internet at the following URL: www.uab.cat/bib/cataleg.

Access to the UAB Libraries collection of digital resources at: www.uab.cat/bib/trobador. UAB users access these resources from home through the [XPV Service](#).

Consulting rooms. On the 2nd, 3rd and 4th floors you will find consulting rooms with the appropriate equipment and 13 cabins on the 2nd and 3rd floors. On Floor -1 there are various workrooms (12 rooms for group work, 1 workroom and a study room). Consult the [Rules for using the booths and work rooms](#).

Lending. 1st and 2nd cycle and bachelor students can borrow up to 6 documents, postgraduate students up to 12 documents and lecturers up to 35 documents.

Penalties for delay in returning documents shall be applied in accordance with the [Library Service Lending rules](#).

Consortium Loan Service (PUC). Free service that allows to users from a [library member of the Consortium of Academic Libraries of Catalonia \(CBUC\)](#) order and borrow documents from other CBUC libraries. Users of this service can order documents via web, through the [CCUC \(Collective Catalogue of the Universities of Catalonia\)](#) or in person at the library holding the document (in situ loan).

Communication Library and General Newspaper Archives

Instructions for users

At the beginning of the academic year, the Library organises a course entitled "Come and get to know your library" for 1st year students, aimed at presenting the Library, showing the document collection for the different sections and providing information about its functioning and the services on offer. You can find more information at: www.bib.uab.cat/comunica/forvin.htm.

The Library also organises courses about databases and Refworks, the bibliographic citation manager, and Trobador, the metasearcher. Further information is available at www.bib.uab.cat/comunica/forbdd.php.

The course schedule of the Library Service is available at: www.uab.cat/libraries/courses

Information

You can send us your queries at Pregunt@: Libraries Information Service UAB or at the information counters in each floor. Check the [blog](#) and keep yourself updated. You will find further information on our [guides](#).

Obtaining documents

If you need documents from outside of the UAB Libraries Service, and not covered by the Consortium Loan Service (PUC), these can be obtained using the [Documents Obtaining Service](#).

Reproduction and printing of documents

On the 2nd, 3rd and 4th floors there are self-service photocopiers, and on the 4th floor can be found the OCE Reprographic Service, which has the following opening hours during term time: from 12.30 a.m. to 2.00 p.m. You can also print from any of the Library's computer terminals and collect your printouts at the self-service photocopiers on 2nd, 3rd and 4th floors. On the 4th floor you can also scan documents.

Lending of laptops

The Library lends laptops to be used inside the Library for a 4 hour period (renewable once for two hours more). For further information please check: [Use regulations for laptops](#).

Wireless network

From floors -1, 2, 3 and 4 of the Library you can gain access to the internet and to the UAB network from your laptop computer. On [Coverage distribution](#) page you can find the areas where the signal quality is best. For further information consult our [FAQs–Wi-Fi network](#).

Suggestions and complaint

On the UAB's "Digueu" web page (www.uab.cat/uab-digueu/) you can make suggestions and/or complaints about the Library's services, resources and features.

For further information you can consult the [Libraries Service Rules](#).

Communication Library and General Newspaper Archives
www.uab.cat/libraries/communication/

October 2011 edition



UAB
Servei de
Biblioteques

www.uab.cat/bib/

PREGUNT@



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