

WELCOME TO THE GERMANS TRIAS I PUJOL UNIVERSITY HOSPITAL LIBRARY

June 2008 edition



Address

Germans Trias i Pujol University Hospital
Library

General Building, 2nd floor

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bib.hugtip@uab.cat

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

Tel. 93 497 88 99

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Opening hours

Mondays to Fridays, from 8,30 a.m. to 8,30 p.m.

Christmas, Easter and August: from 8,30 a.m. to 2,30 p.m.

In addition to our library, the **Library of Medicine** is made up of the library situated on the Bellaterra campus and the mixed libraries:

- Hospital del Mar University Library
- and the Vall d'Hebron Medicine and Nursing University Library.

The Josep Laporte Presencial Library, <http://www.FBjoseplaporte.org/>, provides a service for UAB members and is the library of the Sant Pau Teaching Unit

List of services

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

Locating documents

- The UAB Catalogue:
<http://www.uab.cat/bib/cataleg>
- Libraries Service website:
<http://www.uab.cat/bib>
- University Union Catalogue of Catalonia:
<http://ccuc.cbuc.cat/>
- The Josep Laporte Digital Library:
<http://www.FBjoseplaporte.org/>
- The Digital library of Catalonia:
http://www.cbuc.es/cbuc/programes_i_serveis/bdc/acc_s_per_t_tols

Lending service

- Lecturers and students must present their UAB identification card.

- Doctors and personnel of the Hospital must accredit their identity and connection with the institution.

- Students who do not have a card can have a provisional card made after presenting their National Identity Document and registration sheet.

Documents on loan

- books: 14 days
- Videocassettes and CD: 7 days
- Documents marked with a blue spot: holiday periods, weekends and bank holidays

Overnight lending

Documents can be borrowed overnight: The service begins at 7.00 p.m., and the items have to be returned before 10.00 a.m. the next day.

One day lending

To be able to take documents for the study room, the material can be taken at 8.30 a.m. and returned before 8.30 p.m. on the same day.

Documents not on loan

Those marked with a red spot.

Journals, theses, dissertations, reference works and old documents.

Documents that can be borrowed simultaneously

1st and 2nd cycle students: a maximum of 6.

Reserving documents

If you are interested in a document which is already out on loan, make a note of the barcode and ask at the lending counter for it to be reserved. The reservation can be also performed over the internet at: <http://www.uab.cat/bib> (User information).

Be aware, in this case, you must pick up the reserved document to the library which it belongs.

Borrowing documents from other UAB libraries and from the Laporte Presencial Library

If you are interested in a document that is in another library, make a note of the barcode and request it at the lending counter, to where it can also be returned.

Weekend documents must be requested from and returned to the library to which they belong.

Renewing loans

The loan can be renewed a maximum of 6 times consecutively, providing the document has not been reserved by someone else. The renewal can be performed over the internet at: <http://www.uab.cat/bib> (User information), by telephone and at the lending counter.

In accordance with Borrowing Rules, if the documents are not returned within the set period, the right to borrow will be lost for a period 1 days for every day's delay, and 4 days for every day's delay in weekend and overnight loans.

Users' Instruction Service

• **Instructional sessions** throughout the year:

- Introduction to PubMed
- The UAB Digital Library (Harrison's Online, MD Consult collection, etc.)
- The ICS Digital Library
- ISI Web of Knowledge
- The Library from home and from the office
- Bibliography Alert Services
- Information sources on Health Sciences
- RefWorks, bibliographical manager

• **"Come and get to know your Library":** where students can get information about how to use the services, and the Library of Medicine Tutorial (consulting the catalogue, borrowing, locating material on the shelves and using

the electronic documents). These sessions are held at the beginning of the academic year, and are mainly aimed at 3rd year students.

Other services

- Information
- Interlibrary loans
- Consulting documents in the room
- Consulting digital documents
- Consulting computerised catalogues
- Internet access

Equipment and areas

- Consulting room with 68 places
- Study room (48 places) next door to the library
- Information and lending area
- Books section
- Journals section
- Reference works section
- Electronic information and audiovisual area
- Self service photocopier

Study rooms

Teaching Unit study room with 74 places, open Mondays to Fridays from: 8.00 a.m. to 8.30 p.m.

Open 24 hours

HUGTIP Library Study Room: with 48 places

Faculty of Medicine - Bellaterra: rooms M1-012 and M1-013, with 268 places.

UAB Study Room: Social Sciences Library, Floors -2 and -3.

Regulations

The Library Service Regulations and the rules that govern the service and functioning of the Library can be consulted at: <http://www.uab.cat/bib>

Other rules of use

- Silence must be respected
- Keep mobile phones silent. Do not talk
- Reserving a place is not permitted
- You must not eat, drink or smoke
- Leave the books and journals consulted on the trolleys, and never return them to the shelves.
- Please respect and look after the arrangement of furniture and fittings, the installations and equipment, and the bibliography and document collections.

♣ On the web page <http://www.uab.cat/uab-digueu/> you will find the form for enquiries, suggestions and/or complaints.