CRAI Library Catalog of University of Barcelona
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1. Introduction

The catalog provides access to all the documents available in UB libraries (books, journals, electronic resources, videos, audio recordings, multimedia, etc.) and to an extensive historical collection (manuscripts, incunabula, parchments, engravings, and books printed from the sixteenth century to 1900).

http://cataleg.ub.edu/*eng
2. Accessing the catalog

From the CRAI's home page, you can carry out a quick search of the UB catalog or the University Union Catalog of Catalonia (CCUC).

You can also access the catalog home page by clicking on the link "All options".
3. Quick search

There are several quick search options on the catalog home page: by keyword, author, title, etc.

You can also refine your search by selecting one of the sub-collections.
3.1. Quick search by author

Help is always available.

If you click on this tab, you exclude items that are on loan from your search.

You can also refine your search.
3.1. Quick search by author: refine your search

You can limit your search by library, material type, language, year of publication, or words in the title.

You can also sort your search results.
3.1. Quick search by author: results page

Once the search has been carried out, a list of results will appear.

The results can be sorted by various criteria.

The icon indicates the material type. In this case it is a DVD.
3.1. Quick search by author: record display page

You can export the reference to Mendeley to create your own Bibliographies.

You can share the reference on social networking sites and using Web 2.0 tools, and capture the QR codes.

Indication of whether the item is available for loan.

Code to locate the document in the library.

Libraries holding the item.
3.2. Quick search by title: results page

In this case, the item is a journal available in printed and electronic formats.

This indicates the libraries that hold the journal, and whether direct access to the full text is available.
3.2. Quick search by title: record display page

You can export the reference to Mendeley, share it on social networking sites, and capture the QR codes.

Information about the printed collection.

You can consult the electronic version and online abstracts.
When you carry out a subject search, type the required term in Catalan. You can also enter the term in English, but the results will be listed as "see also" followed by the equivalent term in Catalan.
3.3. Quick search by subject: results page

Once the search has been completed, a results page will appear with the exact term, invalid terms, and other related terms.

<table>
<thead>
<tr>
<th>Num</th>
<th>Mark</th>
<th>Subjects (1-31 of 31)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Marqueting</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Marqueting bancari: -- See also the broader term Marqueting</td>
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<tr>
<td>3</td>
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<td>Marqueting bancari: -- See also the broader term Marqueting</td>
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<td>4</td>
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<td>Marqueting bancari: -- See also the broader term Marqueting</td>
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<tr>
<td>5</td>
<td></td>
<td>Marqueting d'exportació: -- See Marqueting internacional</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Marqueting d'exportació: -- See Marqueting internacional</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>Marqueting de products: -- See Construcció de marca (Marqueting)</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>Marqueting de relations: -- 2 Related Subjects</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>Marqueting de relations</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>Marqueting de serveis bancaris: -- See Marqueting bancari</td>
</tr>
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<td>11</td>
<td></td>
<td>Marqueting dels productes ecologics: -- See Marqueting ecologic</td>
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<td>12</td>
<td></td>
<td>Marqueting digital: -- See Marqueting per Internet</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td>Marqueting directe: -- 3 Related Subjects</td>
</tr>
</tbody>
</table>

Invalid terms:
- Marqueting d'exportació
- Marqueting de products

Related terms:
- Marqueting bancari
- Marqueting d'exportació
- Marqueting de relations
3.3. Quick search by subject: record display page

In the record, you can see the subject of the search.

The rest of the process is the same as a search by author or title.
4. Thesaurus

- The UB Thesaurus is a tool that facilitates subject searches in the CRAI catalog.
- The interface is available in Catalan only. Terms can be entered in English, but the result will direct you to the equivalent terms in Catalan.
- The Thesaurus includes registers of subjects, geographical names and genre-forms grouped according to standard catalog criteria. These can be used to access documents.
- The registers also contain variant and related forms, and other information that may be of use, such as informative notes, notes on the scope, etc.

http://www.bib.ub.edu/fileadmin/tesaurus/
4. Thesaurus

The Thesaurus is accessed from the main catalog search page.
4. Thesaurus: subject search

Select “Temes o Matèries” (Topics or Subjects) and enter the search terms.

You will see the accepted term, notes on the scope, invalid terms (labelled as “Emprat per”), general, specific and related terms, and their equivalents in Spanish, English and French.

You can access the catalog search tool.
4. Thesaurus: the Name and Title Authority Catalog

The aim of the Authority Catalog is to standardize points of access to names and titles in the catalog, to improve information search and retrieval.

You can access the catalog search tool.

Select “Noms de persona/Títols” (Name of person/titles) and introduce the search terms.

You will see the accepted term and the invalid terms (labelled as “Emprat per”).

http://www.bib.ub.edu/fileadmin/autoritats/
5. Advanced search

Some tips are available for this search.

The other processes are the same as a search by author, title or subject.

Boolean and proximity operators.
6. My Account

From "My Account" you can access your user record.

You need to log in to access "My Account".
6. My Account (II)

Once you have logged in, you can:

- View and renew your loans
- Reserve documents
- Create personal lists of records
- Access the catalog search tool
- Select and save your favourite searches
- Consult your loan history (requires activation)

You can only reserve items that are on the Recommended Reading list at library loan desks.

You can also reserve copies from other libraries in the Consortium of University Services of Catalonia (CSUC), through the Library Consortium Loans (PUC) service.

http://ccuc.cbuc.cat/*eng
7. Other resources

**Other resources**

- Consult various electronic resources simultaneously using ReCercador+.

- To make your search easier, you can use the UB Authorities Catalog to search for authors and titles, the UB Thesaurus (includes the different subjects that are in the catalog), the microthesaurus on specific subjects (terms grouped according to the fields studied at the UB) and geographic names.

- Consult the University Union Catalog of Catalonia (CCUC).

- Consult our General and reference guide.

- Consult our UB bibliographic heritage: early, personal and special collections, as well as digital bibliographic heritage.

- Access UB digital repositories to consult electronic publications in open access, derived from the UB’s teaching, research and institutional activities.
8. Help

Help is available from any window.

If you have any other questions, you can send them through the User Support Service.
Thank you!

Has it been useful? Help us to improve it
bit.ly/2s05WCQ