Get to know the Economics and Business CRAI Library

Academic year 2021-22
What's the aim of this session?

To present the CRAI Economics and Business Library and its services

http://crai.ub.edu/en/about-crai/libraries/economics-business

To present the general services and resources offered by the Learning and Research Resources Centre (CRAI)

crai.ub.edu/en
What will we be talking about?

- Where are we? When we’re open
- Get your bearings: spaces, facilities and collections
- Start using CRAI
- Cercabib
- How do I take books out? UB Card and library loans
- What do I have on loan? My account
- Library consortium loans (PUC)
- Access to online resources
- Virtual Campus
- Information resources
- Usernames and passwords
- S@U, User Support Service
- User training
- Follow us on social networks and in virtual exhibitions!
- And if you still have questions...
Where are we? When we're open

CRAI Economics and Business Library

- **Address:**
  - Research: Av. Diagonal, 690 08034 Barcelona  
  Tel. 934 034 734
  - Bachelor’s Degree: C. John M. Keynes, 1-11 08034 Barcelona  
  Tel. 934 021 602

- **Opening hours:**
  - Monday-Friday, 8:30 a.m. to 8:30 p.m.
  - Weekends and public holidays, 9:30 a.m. to 8:30 p.m. (Bachelor’s Degree)

- **Special opening hours in exam periods and at weekends**

- **Addresses of other libraries**

- **CRAI Libraries regulation**

- **CRAI service charter**
Spaces

The Faculty of Economics and Business has two library spaces:

- **RECERCA (Research)**
  - Primarily for teaching staff, doctoral students, master's degree students and other postgraduate students
  - You’ll find:
    - the newspaper archive
    - specialized monographs
    - the historical collection

- **GRAU (Bachelor’s Degree)**
  - Primarily for bachelor’s degree students
  - You’ll find:
    - the recommended bibliography (BR)
    - the section for statistical publications
Spaces: Research library map

CRAI Biblioteca
Economia i Empresa

Back to summary
Spaces: Newspaper archive map
Spaces: Bachelor’s Degree library map
Equipment and facilities

- 2 computer rooms with 41 computers
- 1 training room with 8 computers
- 1 returns box
- Newspaper archive and specialized film library
- Section for statistical publications
- Bibliographic information / loans desk
- New items
- 35 computers
- 19 laptops for loan
- 975 reading points
- Historical collection
- 7 group work rooms
- 21 individual workplaces
- Wi-Fi area
- Self-Access Language Learning Centre (CAL)
The collection: books, journals, etc.

- The Economics and Business libraries contain the research collection and specialized materials for the following courses: Business Administration and Management; International Business; Economics; Sociology; Statistics; Research in Business; Creation and Management of New Technology-Based Firms; Marketing and Market Research; Financial and Actuarial Sciences; Sport Business Management; Economics, Regulation and Competition in Public Services; Internationalization; Cultural Management; Public Management; Business; Economic History; Cultural and Heritage Management; Accounting and Taxation.

- The overall collection comprise: monographs, printed journals and electronic resources, statistical publications, doctoral theses and audiovisual materials.

- Books, theses and audiovisual materials are organized according to the Library of Congress classification system, journals are classified alphabetically.

- The library also houses a series of special collections: the Foment de Treball collection, the Ernest Lluch library, the Renfe collection, the Manuel Sacristán library, the Josep Ramon Santolalla library, Collection of the Casa d'Amèrica de Barcelona, Collection of Area of International Economic Organization.
Start using CRAI

The CRAI of the University of Barcelona at a glance

- Libraries and schedules
- Reserve work rooms
- Connect to the network
- Access the Virtual Campus
- Search, reserve and extend documents
- Sign up for user training courses
- Follow us on social networks
- Responsible use of information
- Services for people with specific needs
- The CRAI in figures
- Your rights and duties
- Regulations framework
- And if you have doubts ask us...
- 24 hours x 7 days a week

Back to summary
Cercabib
https://crai.ub.edu/en
First, you must sign up to obtain the full results and to reserve documents.
Where do I find it? (I)
Where do I find it? (II)

### Cercabib

Search for: *microeconomia*

<table>
<thead>
<tr>
<th>Title</th>
<th>Author</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microeconomía / Robert S. Pindyck, Daniel L. Rubinfeld</td>
<td>traducción y revisión técnica Esther Rabasco, Luis Toharia</td>
<td>Available, Sala general H612, P35 2008</td>
</tr>
<tr>
<td>Microeconomía / Joaquín Silvestre Benach, Joaquim</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Microeconomía / Bernardita Vial, Felipe Zurita</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Tweak your results

- Expand My Results
- Sort by: Relevance

### Availability

- Item in place
- Loanable
- Item in place
- Loanable
- Item in place
- Loanable
- Item in place
- Loanable

### Language

- Author/Creator
- New acquisitions
- Journal Title
Cercabib: advanced search

Combine search fields and/or refine your search

Search for:  
○ Everything  ○ Library and repositories UB  ○ CCUC / PUC

Search filters

Any field contains microeconomia

AND Any field contains Enter a search term

Material Type
All items

Language
Any language

Start Date:
Day Month Year

End Date:
Day Month Year

+ ADD A NEW LINE  ○ CLEAR

Any field contains microeconomia

BACK TO SUMMARY
How do I take books out? UB Card and library loans

You need your **UB Card**. There are two types:

1. **University smartcard**
   
   Validate it in any library.

2. **Digital card, SocUB mobile app**

   UB User number (barcode card)
Loans service

https://crai.ub.edu/en/crai-services/loans/loansUB

Document loans allow you to consult CRAI resources off library premises for a specified period of time.

You must have a **UB Card** or **ID** that provides you are entitled to take out loans.

- Depending on your user profile (bachelor's degree student, postgraduate student, lecturer, etc.) the loan periods and conditions vary.
- Items can be renewed (in person, by phone or via the website through “My account”) provided that they have not been reserved by another user.
- You can **request and return** from other UB libraries at any CRAI loan desk.
- If you return items late, your account will be temporarily suspended according to the following penalty scale: for recommended bibliography items returned late, 4 days per item for each day overdue; for all other items returned late, 1 day per item for each day overdue.

- **Further information on loan regulations** -
What do I have on loan? **My account** (I)
https://crai.ub.edu/en
What do I have on loan? My account (II)
https://cataleg.ub.edu/iii/cas/login?service

This service enables you to access your CRAI user record.

Once you have logged on, you can view and renew your loans, reserve new items, create lists of records, etc.

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My Account

<table>
<thead>
<tr>
<th>OVERVIEW</th>
<th>LOANS</th>
<th>REQUESTS</th>
<th>BLOCKS + MESSAGES</th>
<th>PERSONAL DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loans</td>
<td>Requests</td>
<td>Blocks + messages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>There are no loans</td>
<td>There are no requests</td>
<td>There are no blocks or messages</td>
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</table>
Library consortium loans (PUC)
http://crai.ub.edu/en/crai-services/loans/loans-puc

The PUC is a free loan service through which users can request and borrow items from another library in the Consortium of University Services of Catalonia (CSUC).

How to request an item:

a) In person, at the library that holds the item: PUC in situ.

b) Online, using the CCUC/PUC search in Cercabib.

Where to return items:

a) To any CRAI library.

b) To any of the libraries linked to the institution that holds the item.
Request a PUC

- Requirements:
  - You must be registered in your institution's library user database.
  - You MUST NOT have any overdue loans at your institution.
  - You MUST NOT be blocked from using your library account by your institution.

1. Search the document and check it's available in any of the CSUC universities from the new search interface, the CRAI's Cercabib.
2. Check availability and request the item. Choose where you would like to pick it up.
3. When your item arrives at the chosen library you will receive email notification.
4. You can return the item to any of the libraries at your university or at the institution that owns the item.
# PUC loan conditions

<table>
<thead>
<tr>
<th>User profiles</th>
<th>Number of documents</th>
<th>Number of renewals</th>
<th>Loan duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s degree students, EHEA undergraduates and accredited Alumni UB</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postgraduate students, master's degree and doctoral students</td>
<td>10</td>
<td>6</td>
<td>21</td>
</tr>
<tr>
<td>Teaching and research staff</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Administrative and service staff</td>
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Access to online resources
http://crai.ub.edu/en/crai-services/resources-online/proxy

Use the E-Resources Access Service (SIRE) to consult the electronic information resources to which the CRAI subscribes from a computer or device within or outside the UB network.

To access SIRE, you will need the **UB username** and **password** that you use to access UB intranets (PDI, PAS or MónUB).
Virtual Campus (I)
https://campusvirtual.ub.edu/?lang=en
Virtual Campus (II)
https://campusvirtual.ub.edu/?lang=en

The online tool for accessing your subjects and consulting recommended reading lists, teaching materials and activities.
Information resources
http://crai.ub.edu/en/information-resources

Information resources
- Cercabib
- Ebooks & Ejournals
- Databases
- Reference bibliography
- Online bibliography
- UB Thesaurus (THUB)
- UB Authorities
- Digital press
- Electronic resources in test
- Universitat de Barcelona online repositories
- Universitat de Barcelona bibliographic and documentary heritage
- General and Reference guide

The University of Barcelona CRAI provides access to a series of information resources intended to meet the varied needs of its users:

Cercabib is the latest University of Barcelona Learning and Research Resources Centre (CRAI) discovery tool. Further information.

- Reference bibliography (teaching plans of the degree programs)
- Online bibliography

More search tools
- UB Authorities
- UB Thesaurus (THUB)
- UB Psychology Portal

UB online repositories (UB Digital Repository, University of Barcelona’s scientific journals [RCUB] and cooperative repositories).

UB bibliographic heritage (early collections, personal collections and special collections, as well as the UB’s digital bibliographic heritage).

- General and Reference guide on Tagpacker
- Licenses (electronic journals, databases, electronic books) and conditions of use
- Conditions for downloading e-Books
- Electronic resources in test. We need your help to evaluate these electronic resources!
- Remember that to access to UB electronic resources should use the proxy service.
# Usernames and passwords

**http://crai.ub.edu/en/crai-services/resources-online/authentication**

<table>
<thead>
<tr>
<th>Username</th>
<th>Services</th>
<th>Access</th>
</tr>
</thead>
</table>
| **UB**   | • Virtual Campus<br>• How to access electronic resources<br>• Interlibrary loan<br>• Digital copies | **Students:** Alphanumeric code<br>**PAS/PDI:** DNI/Identification no.  
**Authorized UB Alumni:** Alumni code (except access to electronic resources and digital copies) |
| **Local**| • Virtual Campus<br>• How to access electronic resources<br>• Digital copies<br>• Computers<br>• Loans<br>• Interlibrary loan<br>• PUC or library consortium loans<br>• Cercabib «My account»<br>• Wi-Fi UB | **Students:** Left-hand section of UB mail +.alumnes<br>E.g.: Email: jarc7@alumnes.ub.edu<br>**Username:** jarc7.alumnes and UB intranet password<br>**PAS/PDI:** Left-hand section of UB mail<br>E.g.: joan.garcia@ub.edu<br>**Username:** joan.garcia and UB intranet password<br>**Authorized UB Alumni:** Left-hand section of UB mail +.a<br>E.g.: Email: imas@alumni.ub.edu<br>**Username:** imas.a and UB intranet password (except access to electronic resources and digital copies) |
| **CRAI** | • Loans<br>• Cercabib «My account» | **For:** Student agreement center/UNED; PDI/PAS/3rd cycle Univ. d’Andorra, Univ. Jaume I; teacher at affiliated/agreement UB center; primary/secondary school teacher; researcher research institute/affiliated UB; researcher GEO3BCN-CSIC; UB Doctoral Faculty; COBDC member; PDI and PAS UB Group; staff Clínic/Bellvitge/Hospital Sant Joan de Déu; research staff institute/agreement UB; users authorized by CRAI<br>**Access:** Code provided by [CRAI Libraries](http://crai.ub.edu) + Password |
| **From UB mail** | • Wi-Fi Eduroam | **PAS/PDI/External users:** UB mail<br>**Students:** identificador local + @ub.edu<br>E.g.: jhergar6@alumnes.ub.edu → jhergar6.alumnes@ub.edu |

Watch the [video](http://crai.ub.edu/en/crai-services/resources-online/authentication)
S@U, User Support Service  
http://crai.ub.edu/en/crai-services/sau

A 24x7 online information and reference service manned by specialized librarians, who can answer any doubts you have about the CRAI libraries and the full range of services and resources.

S@U is also the channel for delivering your complaints, suggestions and messages of thanks!
User training

http://crai.ub.edu/en/crai-services/user-training

Advanced training courses are available to users who wish to improve their knowledge and search skills; for example, courses on specialized databases or the Mendeley reference manager.

Information about scheduled training courses is available on the CRAI Web, and personalized courses can be arranged on request.

Independent learning resources are available on the CRAI web.
Follow us on social networks!
http://crai.ub.edu/ca/coneix-el-crai/difusio-marqueting/blogs-i-xarxes-socials

Twitter
https://twitter.com/bibecoemp/

Pinterest
https://es.pinterest.com/bibecoemp/

Instagram
http://www.instagram.com/craieie

Tumblr
https://bibecoemp-novetats-cine.tumblr.com/

And virtual exhibitions:
https://crai.ub.edu/en/coneix-el-crai/difusio-marqueting/exposicions-virtuales

Virtual exhibitions about historical events, important figures in the field of economics, Nobel Prizewinners, and other topical issues related to our teachings.
And if you still have questions...

Ask the CRAI staff
Library staff can answer the majority of your questions

CRAI home page
The section "Frequently asked questions"
provides answers to a number of common queries

S@U, User Support Service
Online information service for any questions about CRAI Libraries and the full range of resources and services. S@U is staffed by specialized librarians and is available 24 hours a day, seven days a week.

Or call us on
934 034 734
Thank you!

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