Get to know the Economics and Business CRAI Library

Academic year 2022-23



Centre de Recursos per a l'Aprenentatge i la Investigació UNIVERSITAT DE BARCELONA





What's the aim of this session?

To present the CRAI Economics and Business Library and its services:

https://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):

http://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
- <u>Library consortium loans (PUC)</u>
- Access to online resources
- Virtual Campus
- <u>Information resources</u>
- 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

bib.ee@ub.edu

Addresses of other libraries

□ Opening hours:

Monday-Friday, 8:30 a.m. To 8:30 p.m. Weekends and públic holidays, 9:30 a.m. To 8:30 p.m. (Bachelor's Degree)

- Special openings hours in exam periods and at weekends
- CRAI libraries regulation (spanish version)
- □ CRAI service charter



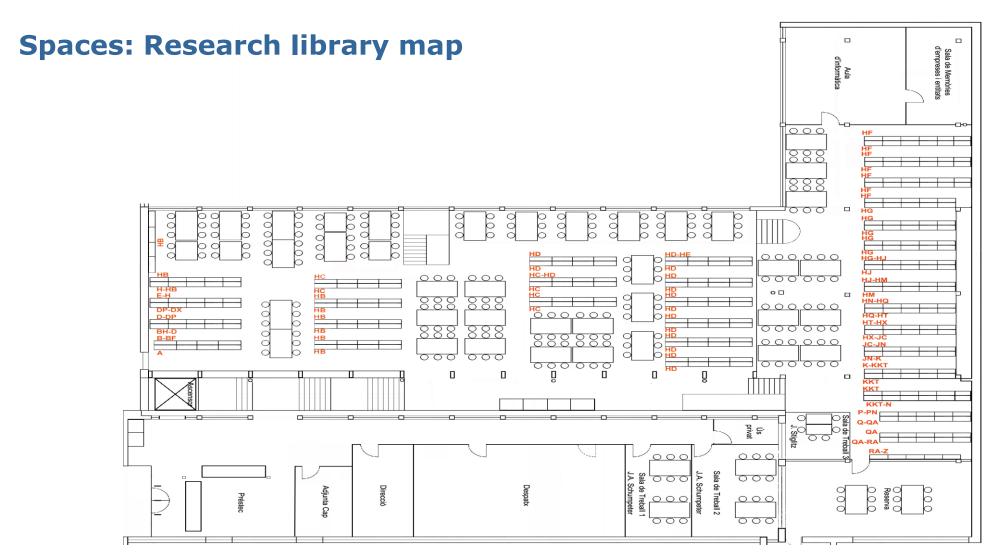
Spaces

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**

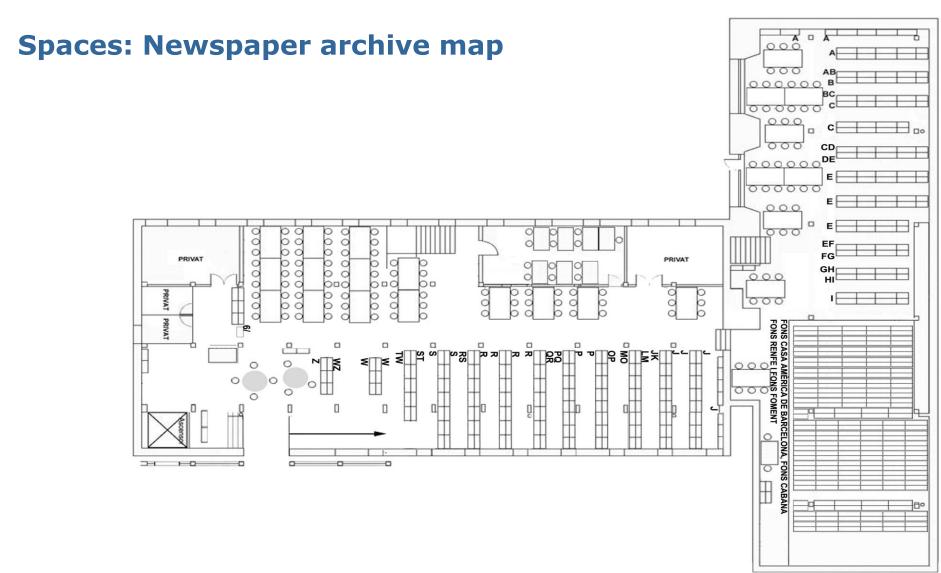








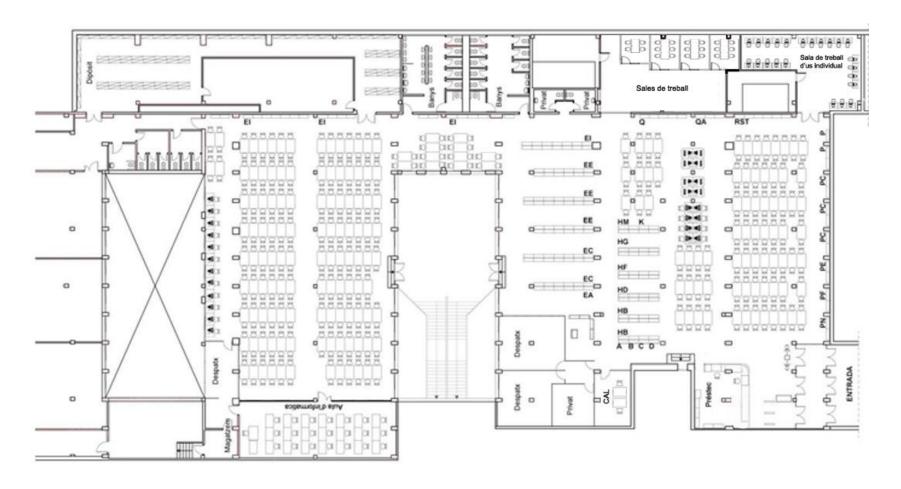






CRAI

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 workrooms
- 23 individual workplaces
- Wi-Fi area
- Self-Access Language Learning Centre (CAL)



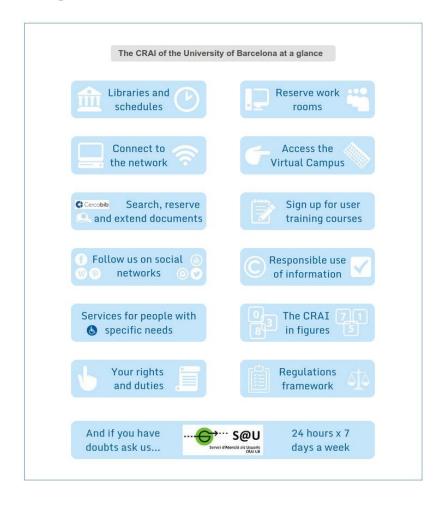
The collection: books, journals, etc.

- 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; Cultural and Heritage Management; Accounting and Taxation.
- The overall collection comprises: 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

https://crai.ub.edu/en/about-crai/get-started-in-the-crai



CRAI

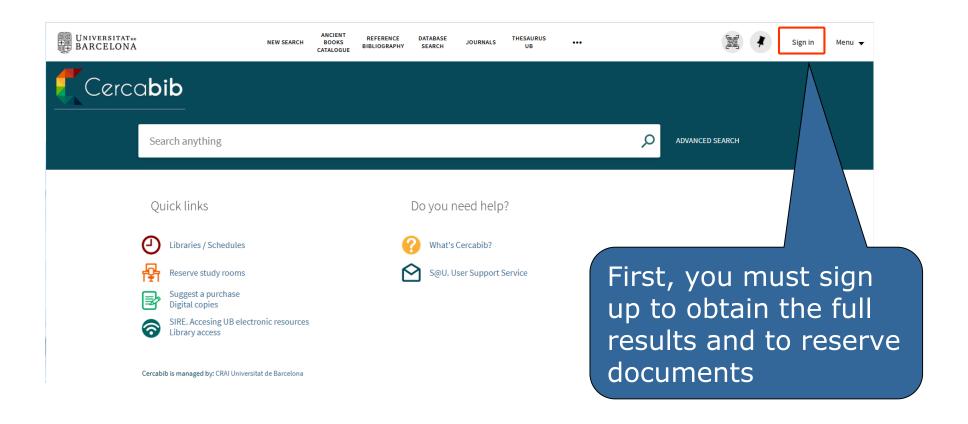
Cercabib

https://crai.ub.edu/en



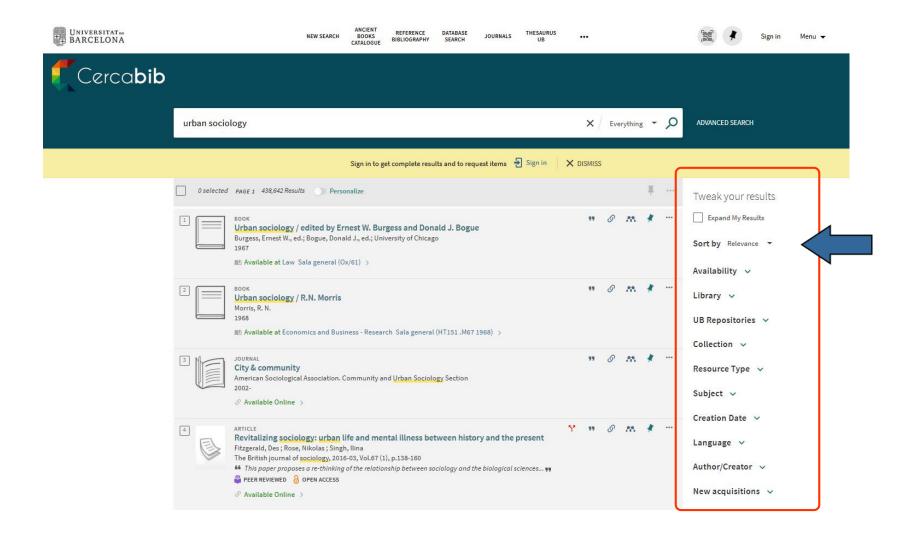


Cercabib https://cercabib.ub.edu



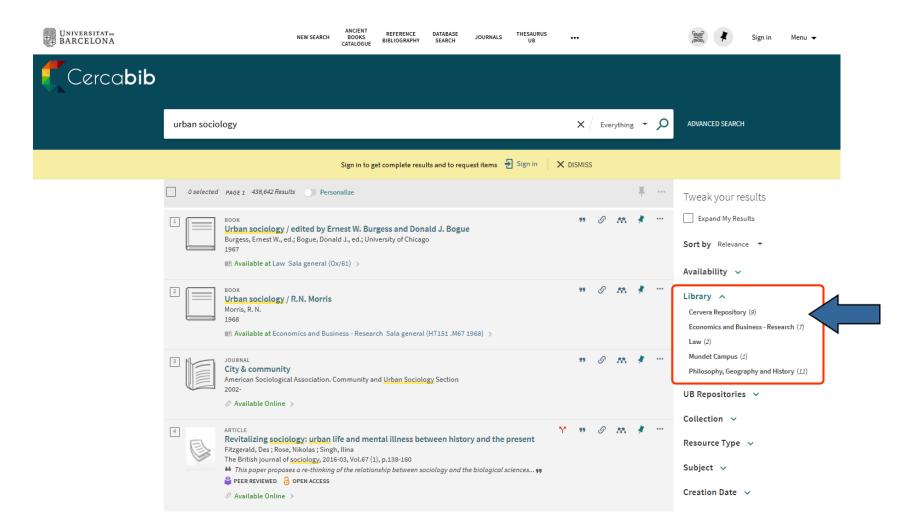


Cercabib: quick search



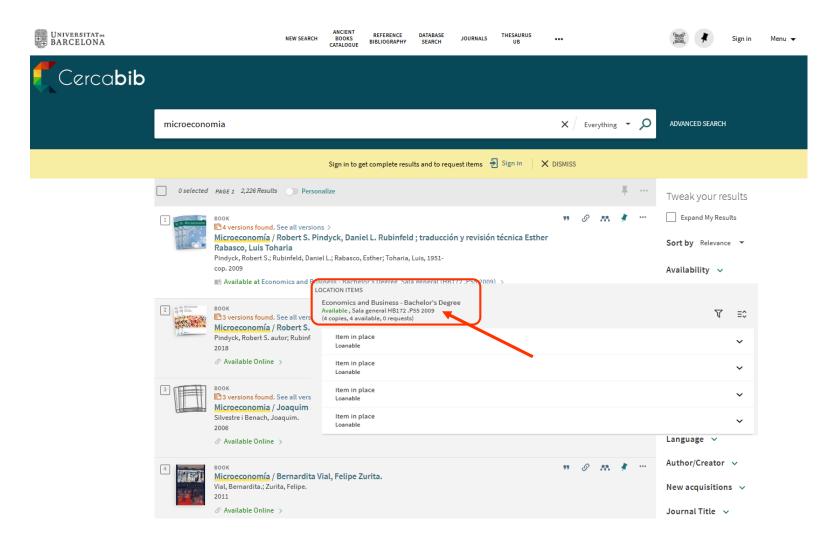


Where do I find it? (I)



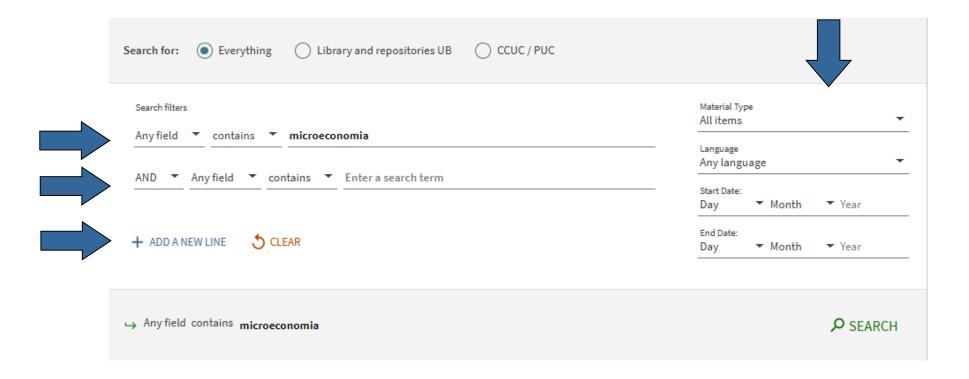


Where do I find it? (II)



Cercabib: advanced search

Combine search fields and/or refine your search





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

You need your UB Card, now in digital format available from app SocUB:







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.

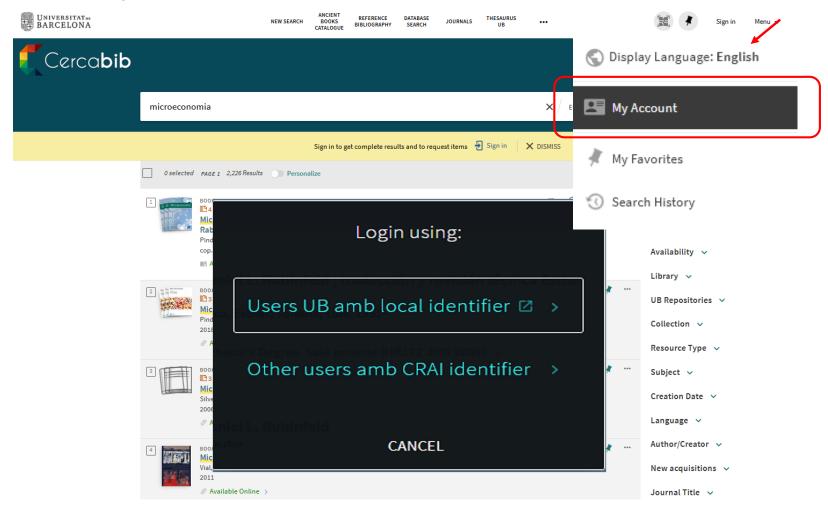
You must have a **UB Card** or **ID** that provides you are entitled to take out loans.

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, 2 days per item for each day overdue; for all other items returned late, 1 day per item for each day overdue.

What do I have on loan? My account (I)

https://cercabib.ub.edu/



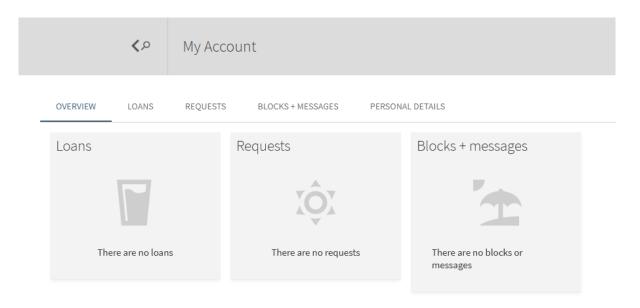




What do I have on loan? My account (II)

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.







Library consotium 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 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

User profiles	Number of documents	Number of renewals	Loan duration
 Bachelor's degree students, EHEA undergraduates and accredited Alumni UB Postgraduate students, master's degree and doctoral students Teaching and research staff Administrative and service staff 	10	6	21



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 o MónUB).



Virtual Campus (I)

https://campusvirtual.ub.edu/?lang=en

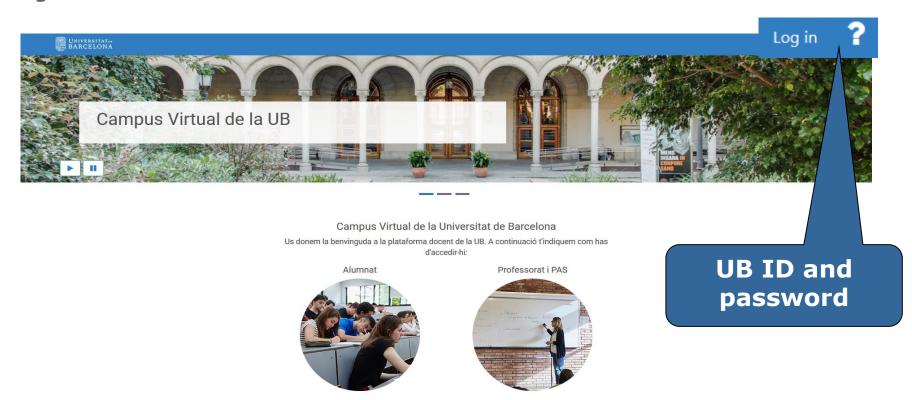




Virtual Campus (II)

https://campusvirtual.ub.edu/?lang=en

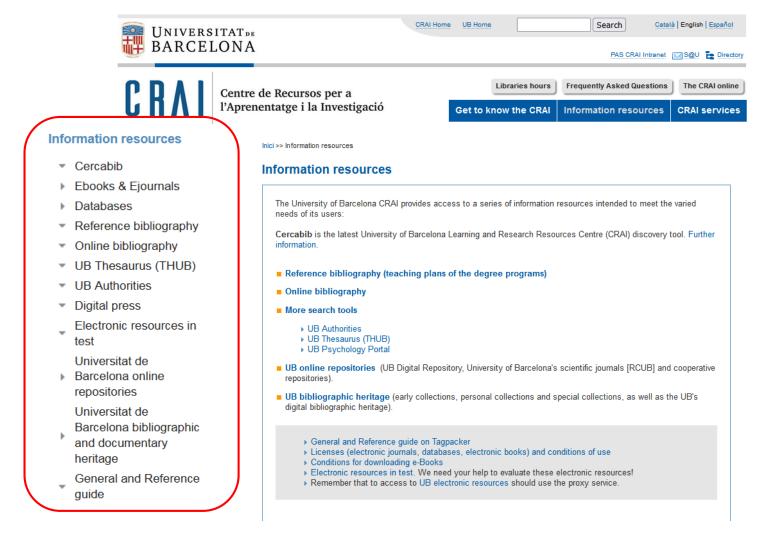
The online tool accessing your subjects and consulting recommended reading lists, teaching materials and activities.





Information resources

http://crai.ub.edu/en/information-resources



Usernames and passwords

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

Local ID:

- Virtual Campus
- Library (electronic resources and My account)
- Wifi
- Computers

UB ID:

- Virtual Campus
- Library (electronic resources and My account)

PDI/PAS	Students	Alumni UB
Left-hand section of the UB email address and no additional suffix	Left-hand section of the UB email address + .alumnes	Left-hand section of the UB email address + .a
Example: joan.garcia@ub.edu	Example: jarc7@alumnes.ub.edu	Example: imas@alumni.ub.edu Identifier: imas.a
Identifier: joan.garcia	Identifier: jarc7.alumnes	

PDI, PAS, researchers at UB research centers and hospitals	Students	Alumni UB
DNI / NIE, without	Alphanumeric code +	Alumni code + Alumni
letter + password	password	password

Watch this <u>vídeo</u> to generate the codes





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 Mendeley reference manager.

Information about <u>scheduled training courses</u> is available on the CRAI website, and personalized courses can be arranged on request.

Self-learning resources are available on the CRAI website.



Follow us on social networks!

https://crai.ub.edu/ca/coneix-el-crai/difusio-marqueting/blogs-i-xarxes-socials



Twitter

https://twitter.com/craieie



Pinterest

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



Instagram

http://www.instagram.com/craieie



Tumblr

https://craieie-novetats-cine.tumblr.com/

And virtual exhibitions:

https://crai.ub.edu/ca/coneix-el-crai/difusio-marqueting/exposicions-virtuals

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

Preguntes més frequents

Section «<u>Frequently asked questions</u>» provides answers to a number of common queries.

S@U, User Support Services



Online information service for <u>any questions</u> 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 / 934 021 602



CRAI Biblioteca Economia i Empresa

Thank you!





@craieie/



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