Get to know the Mathematics and Computer Science CRAI Library

Academic year 2017-18
What's the aim of this session?

To present the Mathematics and Computer Science CRAI Library and its services


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
- Library map
- Equipment and facilities
- The collection: books, journals, etc.
- Start using CRAI
- Catalog
- How do I borrow books? UB Card
- Document loans
- Study rooms and laptop loans
- What do I have on loan? My account
- Library consortium loans (PUC)

- Interlibrary loans
- ReCercador+
- Access to online resources
- Virtual Campus
- Information resources
- Usernames and passwords
- S@U, User Support Service
- User training
- Thematic guides
- Wi-Fi and access to Faculty computers
- Follows us on social networks and in virtual exhibitions
- And if you still have questions...
Where are we? When we're open

Mathematics and Computer Science CRAI Library

- Address
  C/ Gran Via de les Corts Catalanes, 585
  Tel. 93 4021662
  bibmat@ub.edu

- Addresses of other libraries

- Opening hours:
  Monday-Friday from 8 am to 8 pm

- Special opening hours in exam periods and at weekends

- Library service regulations

- CRAI users service charter

Sciences Faculty. 2nd floor
Library map

1. Entrance / Exit
2. PCs: Library resources
3. Reference and Loan Desk
4. Library staff
5. Ancient books and journals
6. Print / Copy / Scan
7. Toilet
8 i 11. Journals
9. PCs: Library resources
10. Last journals received
13. Reference books and theses
12 i 14. Study rooms
15. New acquisitions
Equipment and facilities

- 7 computers
- 8 laptops for loan (with dual boot GNU/Linux (Kubuntu) and Windows)
- 109 study seats
- Wi-Fi area
- 1 self-service photocopier (with printer and scanning function)
The collection: books, journals, etc.

- The Mathematics and Computer Science CRAI Library holds research and specialized collections for the following studies: Mathematics, Computer Sciences, and Statistics.

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

- Books, theses and audiovisual material are organized using the American Mathematical Society and the Association for Computing Machinery subject classification. Journals are classified alphabetically.

- You can use this form to send us your proposals for book purchases.
Start using CRAI

crai.ub.edu/coneix-el-crai/inicia-t-en-el-crai
Catalog
http://cataleg.ub.edu/*eng

Access the catalog
Catalog: quick search

Watch the video on search strategies
Where do I find it? (I)

Paper

Online
Where do I find it? (II)
Catalog: advanced search

Combine search fields and/or refine your search.
How do I take books out? UB Card

1. You need a **UB Card**.

2. Validate it in any library.

3. You can then borrow items, use study rooms.

4. **Imagine Microsoft**. Get free access to some of the Microsoft software catalogue as a UB student.

**UB user number (card barcode)**
Loan of documents


Service that allows you to take/consult the CRAI resources off the library premises for a specified/certain/set/period of time.

You must have a valid **UB Card** or **ID** to prove you are entitled to borrow any item.

**Loan service regulations**

- Documents that cannot be borrowed:
  - Journals and reference works (encyclopedias, dictionaries, etc.). If digital versions are available online you can consult them off UB premises.
  - Rare books and manuscripts.
  - Books with a red dot or the label "Not for loan".

- Compulsory bibliography:
  - Loan for up to 10 days.
  - Reservations at the loan desks in CRAI libraries.
Recommended reading list: 10 days
Recommended weekend reading list (from Friday to Monday): 3 days

<table>
<thead>
<tr>
<th>Users</th>
<th>Documents</th>
<th>Normal loan period</th>
</tr>
</thead>
<tbody>
<tr>
<td>UB teaching and research staff (PDI): current, retired and emeritus</td>
<td>40</td>
<td>60</td>
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<tr>
<td>staff of the UB, of affiliated with venia docendi, of the School of</td>
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<tr>
<td>Modern Languages (EIM), the Hispanic Studies unit and Language</td>
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<tr>
<td>Services (SL), guest and visiting teaching and research staff,</td>
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<tr>
<td>departmental researchers and members of UB research groups, and</td>
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<tr>
<td>researchers affiliated to the Jaume Almera Institute of Earth</td>
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<td>Sciences</td>
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<tr>
<td>Postgraduate students and administrative and service staff (PAS):</td>
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<td>30</td>
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<tr>
<td>PhD students, postdoctoral fellows with teaching responsibilities,</td>
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<tr>
<td>university master's degree, inter-university master’s degree and</td>
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<tr>
<td>UB-specific master’s degree students, and current or retired PAS</td>
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<tr>
<td>Bachelor's degree, postgraduate and university extension students:</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>bachelor’s degree students at the UB or affiliated centres,</td>
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<tr>
<td>interuniversity students, national or international mobility</td>
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<tr>
<td>students, IL3 students taking courses, and students enrolled in</td>
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<tr>
<td>UB-specific postgraduate courses, university extension courses and</td>
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<tr>
<td>University of Experience courses</td>
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<tr>
<td>Health professionals at university hospitals (Hospital Clínic,</td>
<td>15</td>
<td>20</td>
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<tr>
<td>Hospital de Bellvitge, Hospital de Sant Joan de Déu), UB teaching</td>
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<tr>
<td>and research staff (PDI) affiliated to centres with specific</td>
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<tr>
<td>collaboration agreements with the UB or that belong to the UB Group</td>
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<tr>
<td>(including teaching staff of Institute of Education Sciences with</td>
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<tr>
<td>UB contracts and research fellows from the Jaume Almera Institute</td>
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<tr>
<td>of Earth Sciences) and researchers at affiliated or associated</td>
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<tr>
<td>research institutes, research institutes in which the UB</td>
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<tr>
<td>participates, and research institutes with specific collaboration</td>
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<tr>
<td>agreements with the UB or that are members of the UB Group</td>
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</table>

Audiovisual material: 7 days
Renewals

You can renew loans as often as you need, as long as the item in question has not been reserved by another user. You can renew documents at the loan desk, by telephone, or via My account on the CRAI website. Watch the video.

Penalties

If you do not return books in time, you will be barred from using the service for 1-6 days, depending on the item and the number of days overdue:

Normal loan and audiovisual material: 1 day
Recommended reading list: 4 days
Weekend recommended reading list: 6 days

Reservations

You can reserve a maximum of 8 items, through My account or from the loan desks. Watch the video.

History

Activate the Record function in My account to keep track of the items you have borrowed during your time at the UB. Guide
Loan from other UB libraries

If you need an item from another UB library you can:

a) go to the library where the item is held and take it out on loan, or

b) ask the loans desk in your library to transfer the item from its home library. You will receive it in 2 to 3 days.
Study room loan (at other libraries)
http://crai.ub.edu/en/crai-services/loans/ub-equipment

This loan service is designed to make it easier to use CRAI library work rooms for individual or group work. You can reserve them from the Catalog using the option in My account. Watch the video

How to use the study rooms

Laptop loans
http://crai.ub.edu/en/crai-services/loans/ub-equipment

❑ You can choose to use either Windows or Kubuntu
❑ Request and return laptops at the loans desk
❑ Read, complete and sign the loan agreement form
❑ Service not available to users currently under a late returns penalty
❑ Laptops loan is available for up to 4 hours
❑ No reservations
❑ Laptops can only be used on library premises
❑ Regulations
What do I have on loan? My account
https://cataleg.ub.edu/patroninfo*eng
What do I have on loan? My account (II) cataleg.ub.edu/patroninfo*eng

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 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 **PUC web portal**. Watch the [video](http://crai.ub.edu/en/crai-services/loans/loans-puc).

Where to return items:
a) To any CRAI library.
b) To any of the libraries linked to the institution that holds the item.
Web
http://puc.cbuc.cat

- 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.

- Access University Union Catalog of Catalonia (CBUC): puc.cbuc.cat

- Check availability and request the item. Choose where you would like to pick it up.

- When your item arrives at the chosen library you will receive email notification.

- 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>Users</th>
<th>Items</th>
<th>Renewals</th>
<th>Loan period: printed docs.</th>
<th>Loan period: audiov. material</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s degree students, first- or second-cycle pre-EHEA students</td>
<td>4</td>
<td>4</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>Postgraduate, third-cycle, master’s degree and doctoral students</td>
<td>8</td>
<td>4</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>University teaching and research staff (PDI) and registered users of the National Library of Catalonia</td>
<td>8</td>
<td>4</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>University administrative and service staff (PAS) and staff of the National Library of Catalonia</td>
<td>8</td>
<td>4</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>Other authorized users</td>
<td>4</td>
<td>4</td>
<td>10</td>
<td>5</td>
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</tbody>
</table>
Interlibrary loans
http://crai.ub.edu/en/crai-services/loans/inter-library-loans

The inter-library loan service enables users to locate and obtain the original or a copy of any item that is not held by the CRAI and is not available from other Catalan universities through the PUC. It also centralizes the loan of CRAI collection items to other institutions. This is a paid service.
ReCercador+
recercador.ub.edu
ReCercador+  
recercador.ub.edu

Single point of access to a range of electronic resources: databases, book portals, library catalogs, e-journals, etc. Use it to search a range of electronic resources simultaneously from a single interface.
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 same UB username and password that you use to access UB intranets (PDI, PAS or MónUB).

Watch the video
Virtual Campus (I)
campusvirtual2.ub.edu
Virtual Campus (II)  
campusvirtual2.ub.edu

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

Subjects

UB id. and password
Information resources

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

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

Search tools

The Library Catalog and ReCercador+ enable you to search for books, specialized journals, databases, web and thesis resources, among other types of documents.

To locate and access all kinds of documents available in libraries (books, journals, electronic resources, audio recordings, videos, multimedia, etc.) and an extensive early collection (manuscripts, incunabula, parchments, engravings, books printed from the sixteenth century to 1900).

A single access point to a range of different electronic resources. This can be used to find journals or other electronic documents by searching just one central database and accessing the full text if it is available.
# Usernames and passwords

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

<table>
<thead>
<tr>
<th>Service</th>
<th>Username</th>
<th>Password</th>
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</thead>
<tbody>
<tr>
<td>▪ Computer access</td>
<td>From the UB email address:</td>
<td>Món UB password</td>
</tr>
<tr>
<td>▪ UB Wi-Fi</td>
<td>For the address: <a href="mailto:mgarm008@alumnes.ub.edu">mgarm008@alumnes.ub.edu</a></td>
<td></td>
</tr>
<tr>
<td>▪ “My account” (Catalog: reservations, renewals,</td>
<td>The username is: mgarm008.alumnes</td>
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<td>free photocopies, record of loans, etc.)</td>
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<td>▪ Catalan university library loan (PUC)</td>
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<tr>
<td>▪ Virtual Campus</td>
<td>Món UB id. (4 characters: see your enrolment confirmation)</td>
<td>Món UB password</td>
</tr>
<tr>
<td>▪ UB email</td>
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<tr>
<td>▪ Món UB</td>
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<tr>
<td>▪ Accessing electronic resources (SIRE)</td>
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<tr>
<td>▪ Inter-library loans</td>
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<tr>
<td>▪ Eduroam Wi-Fi</td>
<td>From the UB email address:</td>
<td>Món UB password</td>
</tr>
<tr>
<td></td>
<td>For the address: <a href="mailto:mgarm008@alumnes.ub.edu">mgarm008@alumnes.ub.edu</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>The username is: <a href="mailto:mgarm008.alumnes@ub.edu">mgarm008.alumnes@ub.edu</a></td>
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</tbody>
</table>

Watch the [video](#)
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.
Thematic guides
http://crai.ub.edu/en/about-crai/libraries

A selection of resources related to the University's different teaching and research areas: databases, books and e-journals, handbooks and more...

The full list can be found under “Collections” on the Mathematica and Computer Science CRAI Library web page.
Wi-Fi and access to Faculty computers
http://crai.ub.edu/en/crai-services/resources-online/wifi-eduroam

The University's Wi-Fi service allows you to connect to the Internet without a physical connection to the network. To use UB Wi-Fi, configure your laptop and log on using your local username.

The University of Barcelona is actively involved in the Eduroam project, which promotes a unique e-mobility environment giving users access to the Internet at all participating organizations. Check the Eduroam configuration guide.

<table>
<thead>
<tr>
<th>User group</th>
<th>Ending</th>
<th>Email address</th>
<th>Local username</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAS / PDI</td>
<td></td>
<td><a href="mailto:joan.pere.garcia@ub.edu">joan.pere.garcia@ub.edu</a> <a href="mailto:cherrera@ub.edu">cherrera@ub.edu</a></td>
<td>joan.pere.garcia cherrera</td>
</tr>
<tr>
<td>Students</td>
<td>.alumnes</td>
<td><a href="mailto:jherg07@alumnes.ub.edu">jherg07@alumnes.ub.edu</a></td>
<td>jherg07.alumnes</td>
</tr>
<tr>
<td>Alumni UB</td>
<td>.a</td>
<td><a href="mailto:pperez@alumni.ub.edu">pperez@alumni.ub.edu</a></td>
<td>pperez.a</td>
</tr>
</tbody>
</table>
Follow us on social networks!
crai.ub.edu/ca/coneix-el-crai/difu-sio-marqueting/blogs-i-xarxes-socials

Blog de la Biblioteca de Matemàtiques i Informàtica (in catalan)
https://blocmat.ub.edu/

Twitter
@BibmatUB

And virtual exhibitions:
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
934 021 662
Thank you!

Has this been helpful?
Help us to improve
bit.ly/2s05WCQ