



What's the aim of this session?

To present the Fine Arts CRAI Library and its services

https://crai.ub.edu/en/about-crai/libraries/fine-arts

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?

- ☐ The aim of the session
- ☐ What is the CRAI UB?
- ☐ Get started in the CRAI
- □ Where are we?
- □ <u>Library map</u>
- □ Equipment and facilities
- ☐ The collection: books, journals, etc.
- □ <u>Cercabib</u>
- ☐ How to borrow books? UB Card
- □ Loans Service
- □ Study rooms and laptop loans
- □ What do I have on loan? My account

- ☐ <u>Library consortium loans (PUC)</u>
- ☐ <u>Interlibrary loans</u>
- ☐ Access to online resources
- □ Virtual Campus
- ☐ Fine Arts information
- ☐ Information resources
- Usernames and passwords
- □ S@U, User Support Service
- User training
- Collections
- Wi-Fi and access to Faculty computers
- ☐ Follows us on social networks and in virtual exhibitions
- And if you still have questions...





The aim of the session is:

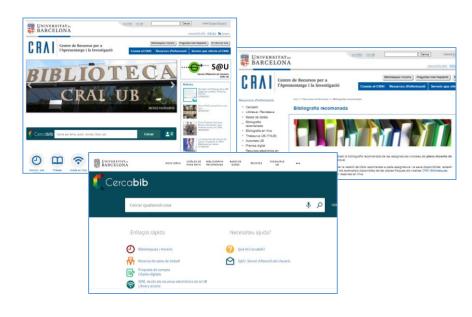
Knowing the **Fine Arts CRAI Library**

https://crai.ub.edu/en/aboutcrai/libraries/fine-arts



Talking about the information resources and services of the **CRAI UB**

https://crai.ub.edu/en





What is the CRAI UB?

CRAI UB

16 libraries, distributed in 21 places

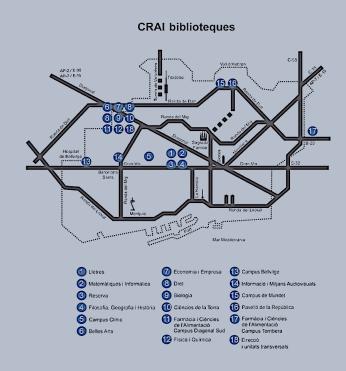
2 libraries of them are patrimonial collections

CRAI offers:

- Services
- Information resources

and supports:

- Learning
- Teaching
- Research





What is the CRAI UB?

Centre de Recursos per a l'Aprenentatge i la Investigació

Loan Service

Bibliographic information

User training

Support for bibliographic citation

Support for teaching staff

Support for researchers



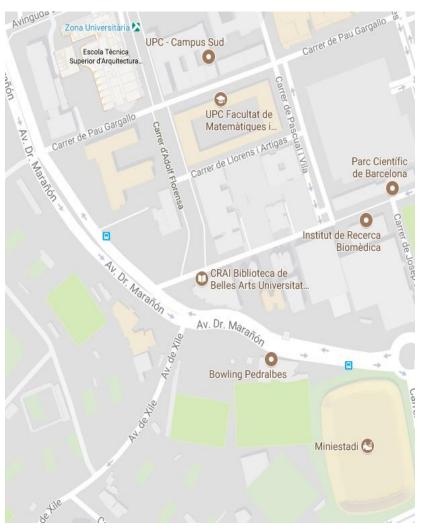
Get started in the CRAI

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



Where are we?

The Fine Arts CRAI Library



□ Address:

Baldiri Reixac, 2 93 403 45 95

craibellesarts@ub.edu

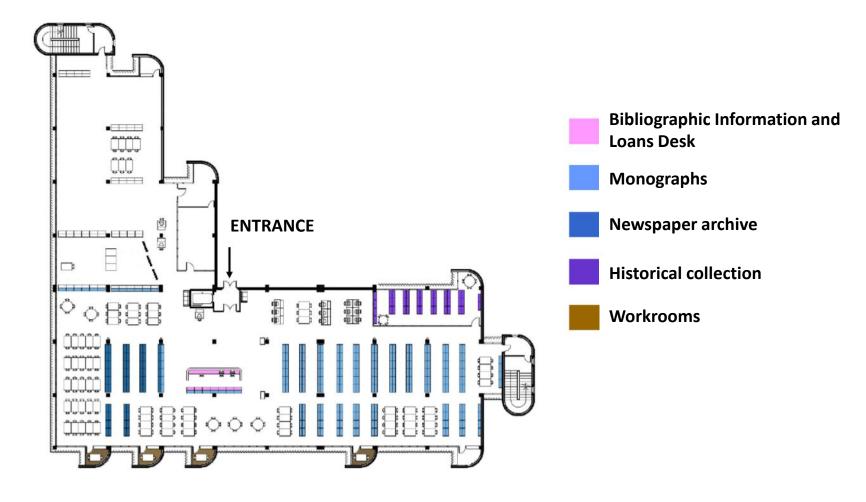
□ Opening hours:

Monday-Friday from 8.30 a.m. to 8.30 p.m

- Special opening hours in exam periods and at weekends
- ☐ <u>Library service regulations</u>
- CRAI service charter



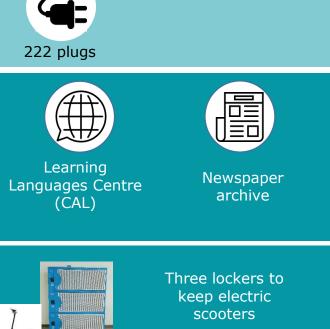
Library map

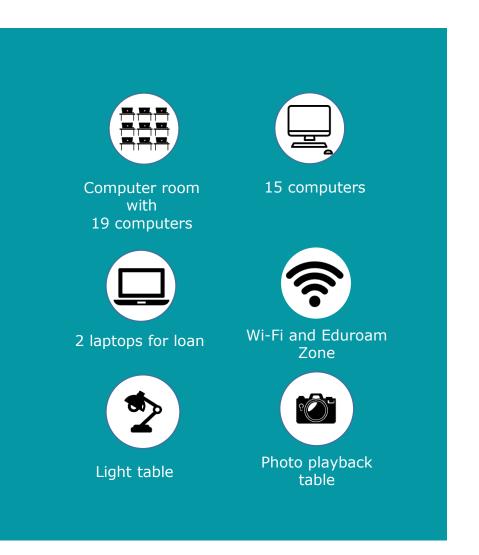




Equipment and facilities









The collection (I): books, journals, etc.

- The Fine Arts CRAI Library contains research and specialized collections for the following studies: Fine Arts, Conservation and Restoration and Design (56,000 items).
- The overall collection comprises monographs (37,000 items), printed journals (525 titles), electronic resources, statistical publications, doctoral theses and audiovisual materials.
- Books, theses and audiovisual material are organized using the Universal Decimal Classification method. Journals are classified alphabetically.
- The Library also houses a series of **special collections**: Oriol Martorell, Jordi Sabater Pi, Josep Artigas, Giralt Miracle, Miquel Porter i Moix and Artist Books.

You can use this **form** to send your proposals for book purchases.



The collection (II): books, journals, etc.

Documents according to their type of loan:

576.89 Bro Normal loan documents and the reference bibliography: white sheet and **black** letters.

576.89 Bro Documents of reference bibliography of weekend: white sheet and **red** letters.

576.89 Bro

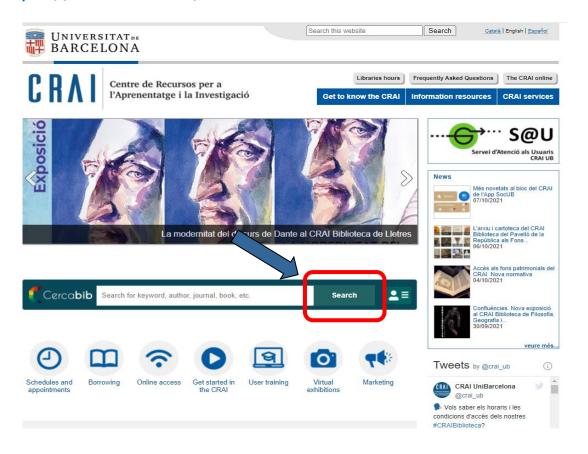
Excluded loan documents: yellow sheet and black letters.





Cercabib. Two ways to access.

Access from the CRAI website https://crai.ub.edu/en



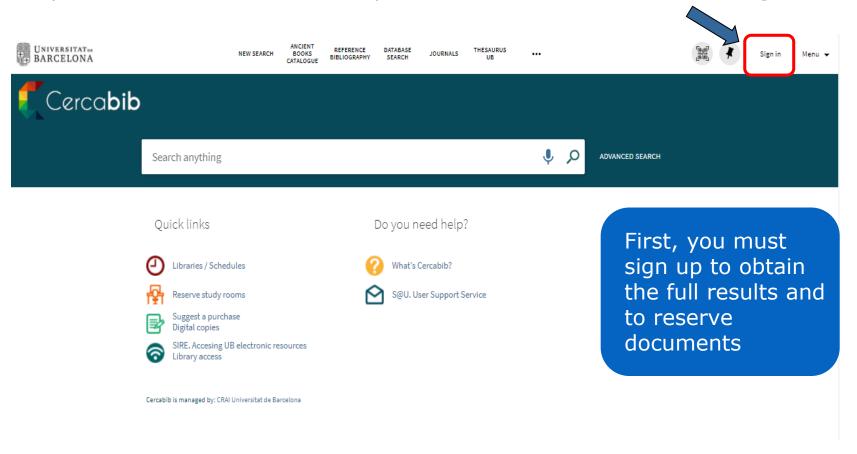
Or else...





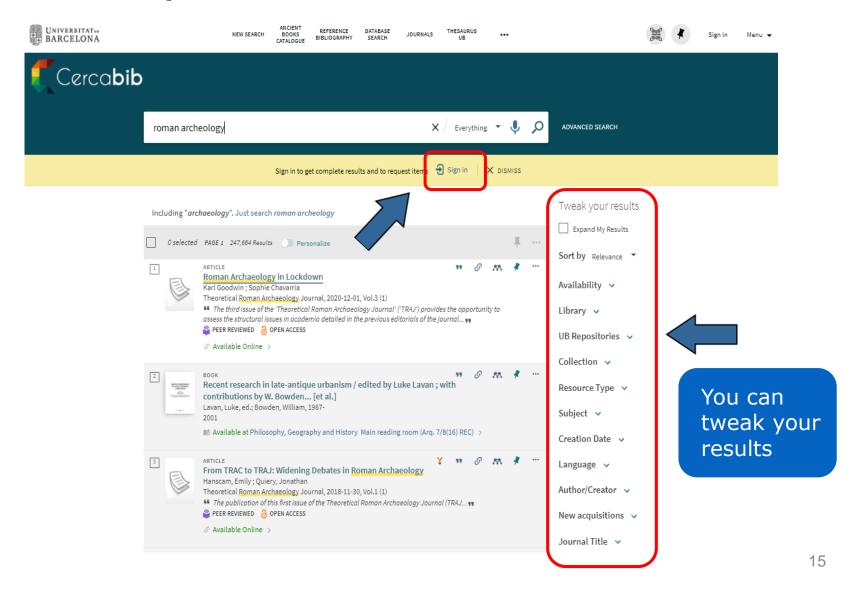
Cercabib

Access from the Cercabib website https://cercabib.ub.edu/discovery/search?vid=34CSUC_UB:VU1&lang=en





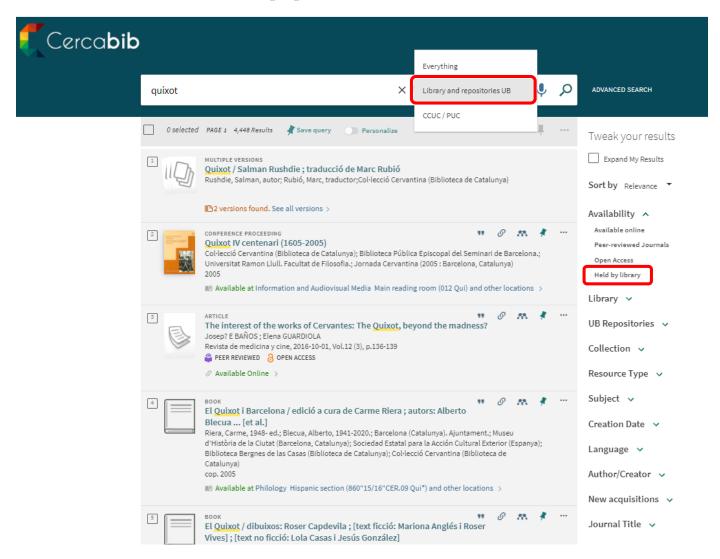
Cercabib: quick search







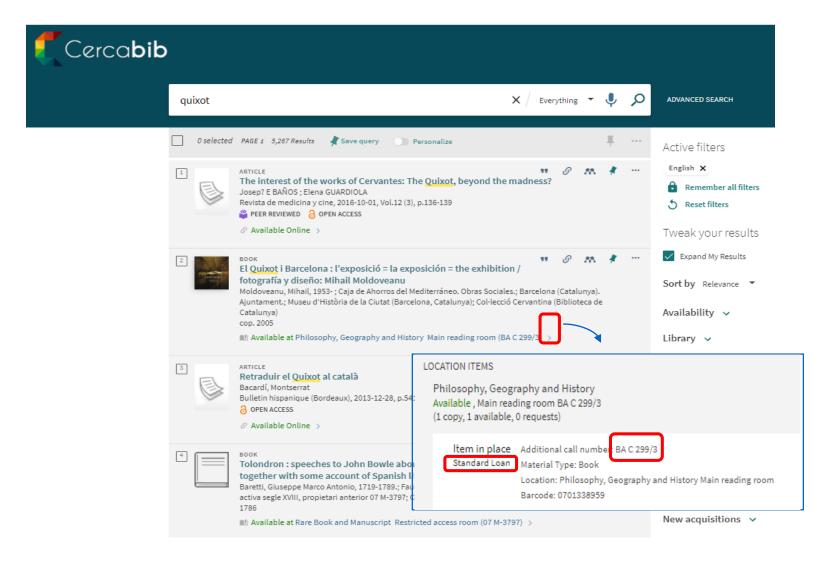
Where do I find it? (I)







Where do I find it? (II)

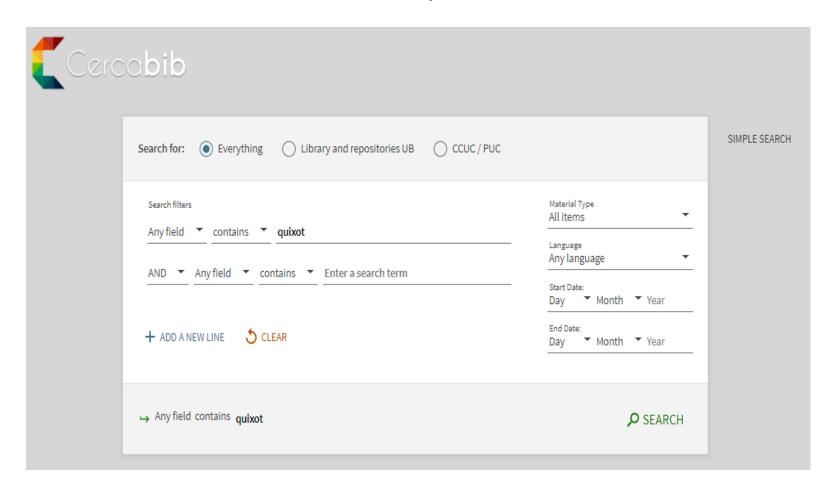






Cercabib: advanced search

Combine search fields and/or refine your search.





How to borrow books? UB Card

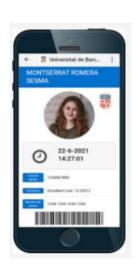
You need your <u>UB Card</u>. There are two types:

1. University smartcard



Validate it in any library.

2. Digital card, SocUB mobile app





UB User number (barcode card)

Loans service (I)

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.

Loan service regulations

- □ Documents that cannot be taken out on loan:
 - Journals and works of reference (encyclopaedias, 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".
- ☐ Recommended bibliography:
 - Loan for up to 10 days.
 - Reservation through My Account, or at the lending desks of the CRAI Libraries.

Loans service (II)
https://crai.ub.edu/en/crai-services/loans/loansUB

Users	Items	Days
UB teaching staff (active, retired or emeritus)/ guest or visiting teaching staff / teaching staff from affiliated centres with <i>venia docendi</i> / EIM, Hispanic Studies, Language Services and IDP-ICE teaching staff / UB departments or research groups researchers / users with specific needs	40	60
PhD students / university master's degree, inter-university master's degree and UB-specific master's degree students / administrative and service staff (active or retired)	20	30
UB bachelor's degree students, students from affiliated, inter-university, accreditation, national or international mobility centres / students from the Institute for Lifelong Learning (IL3) taking courses at the University / students on UB-specific postgraduate courses / university extension students / students from the University of Experience / members of Alumni UB authorized by the UB	10	21
Teaching hospitals staff (Clínic, Bellvitge, Sant Joan de Déu) / non-UB teaching staff of centres with an agreement, the UB Group and the IDP-ICE / staff of research institutes in which the UB participates, is affiliated, linked, with an agreement or of the UB Group / GEO3BCN-CSIC researchers and research fellows	15	21
Students from centres with agreements or from the UB Group / EIM, Hispanic Studies, Language Services and the IDP-ICE students / teaching and research staff, administrative and service staff, doctoral and master's degree students from the Universitat d'Andorra and the Universitat Jaume I / UB Doctors' Senate members / primary and secondary school teaching staff / COBDC members / UB charitable and teaching foundations members / users authorized by the UB teaching and research staff or by the CRAI.	5	10

Audiovisual material loan: 21 days

Recommended bibliography: 10 days

Recommended bibliography for weekends (from Friday to Monday): 3 days





Loans service (III)

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

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.

Reservations

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

Penalties

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

Normal loan and audiovisual material: 1 day Loan of reference bibliography: 4 days

Loan of weekend reference bibliography: 6 days

History

You can see the list of the items you have borrowed during your studies at the UB under the Loans section in My account.





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,
- 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,
- c) order it directly from My Account.

CRAI libraries

- Bellvitge Campus
- Biology
- Clínic Campus
- Earth Sciences
- Economics and Business
- Fine Arts
- Information and Audiovisual Media
- Law
- Mathematics and Computer Science
- Mundet Campus
- Pavelló de la República
- Pharmacy and Food Sciences
- Philology
- Philosophy, Geography and History
- Physics and Chemistry
- Rare Book and Manuscript

Using study room loans

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

This loan service is designed to make it easier to use CRAI library workrooms for individual or group work. You can reserve documents from the Cercabib using the option in My account.

Rules of use of the study rooms (in Catalan)

Laptop loans

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

Laptops run on Windows OS
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
Laptop loans available for up to 4 hours
No reservations
Laptops can only be used on Library premises
Regulations



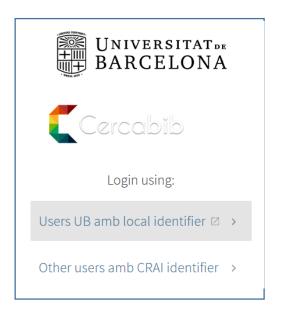


What do I have on loan? My account



This service allows you to access your CRAI **user** registration.

Once identified, you can view and renew your loans, reserve documents or get lists of bibliographic records, among other services.



Library consortium loans (PUC)

https://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.

Where to return items:

- a) To any UB CRAI library.
- b) To any of the libraries linked to the institution that holds the item.

























PUC online

https://crai.ub.edu/en/crai-services/loans/loans-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 Access <u>University Union Catalogue of Catalonia</u> (CCUC)
- 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

Users	Items	Renewals	Days
Bachelor's degree students, authorized Alumni UB Postgraduate, master's degree and doctoral students University teaching and research staff (PDI) University administrative and service staff (PAS)	10	6	21





Interlibrary loans

https://crai.ub.edu/en/crai-services/loans/inter-library-loans

The interlibrary 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 <u>PUC</u>.

It also centralizes the loan of CRAI collection items to other institutions. This is a <u>paid service</u>.





Access to online resources

https://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).



More information about SIRE



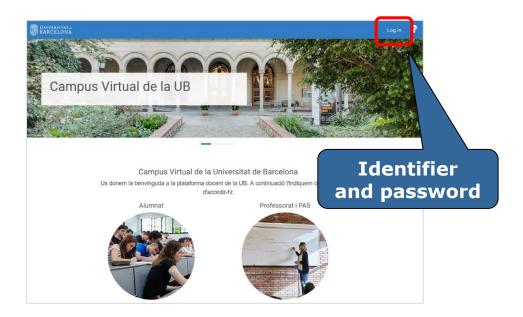


Virtual Campus

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



It is the work tool with which you access your subjects and visualize the recommended bibliography, teaching materials and activities.

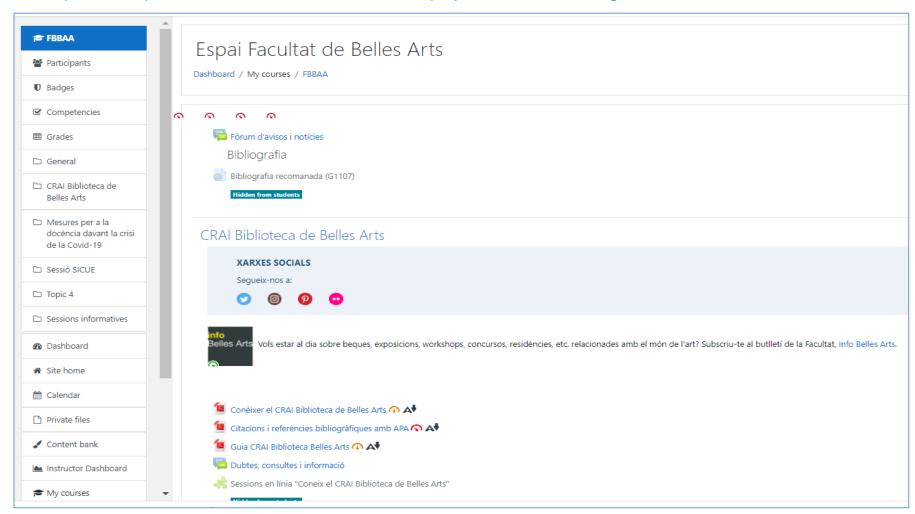






Virtual Campus. Faculty of Fine Arts

https://campusvirtual.ub.edu/course/view.php?id=13723&lang=en





Fine Arts information

http://www.ub.edu/InfoBBAA/

Info Belles Arts

News

Exhibitions

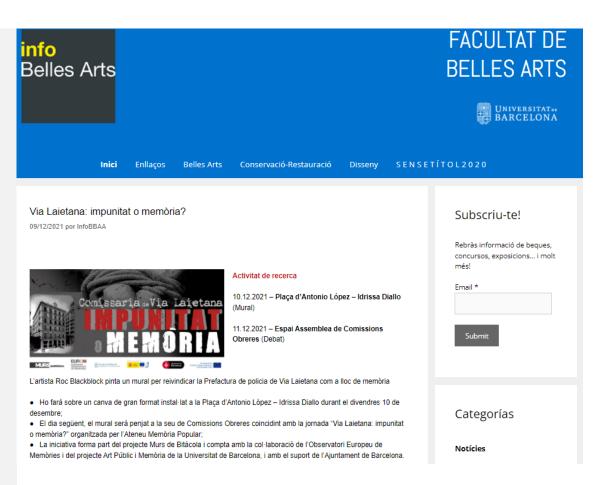
Events

Grants

Residences

Conferences, meetings and workshops

Art markets

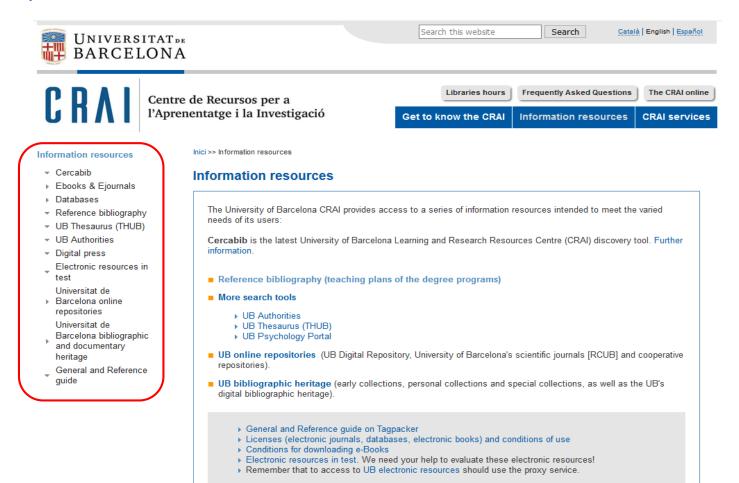






Information resources

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





Usernames and passwords

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

Username	Services	Access
UB	 Virtual Campus How to access electronic resources Interlibrary loan Digital copies 	Students: Alphanumeric code Password PAS/PDI: DNI/Identification no. Password Authorized UB Alumni: Alumni code Alumni password (except access to electronic resources and digital copies)
Local	 Virtual Campus How to access electronic resources Digital copies Computers Loans Interlibrary loan PUC or library consortium loans Cercabib «My account» Wi-Fi UB 	Students: Left-hand section of UB email address + .alumnes E.g.: Email: jarc7@alumnes.ub.edu Username: jarc7.alumnes and UB intranet password PAS/PDI: Left-hand section of UB email address E.g.: Email: joan.garcia@ub.edu Username: joan.garcia and UB intranet password Authorized UB Alumni: Left-hand section of UB email address + .a E.g.: Email: imas@alumni.ub.edu Username: imas.a and UB intranet password (except access to electronic resources and digital copies)
CRAI • Loans • Cercabib «My account» • Cercabib «My account» Teacher at affiliated/agres school teacher; Research Researcher GEO3BCN-CS PDI and PAS UB Group Staff Clinic/Bellvitge/HS3 Users authorized by CRAI		For: Student agreement center/UNED; PDI/PAS/3rd cycle UDA, UJI; 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 Clinic/Bellvitge/HSJD; Research Staff Institute /Agreement UB; Users authorized by CRAI Access: Code provided by CRAI Libraries + Password
A partir del correu UB	Wi-Fi Eduroam	PAS/PDI/External: @ub.edu email address Students: UB identification + @ub.edu E.g.: jhergar6@alumnes.ub.edu → jhergar6.alumnes@ub.edu





S@U, User Support Service

https://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

https://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.

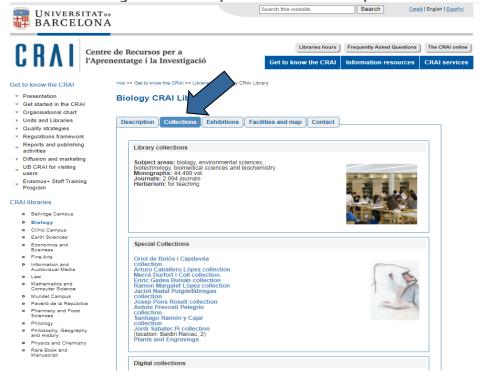
Independent learning resources are also available on the CRAI web.

Collections

https://crai.ub.edu/en/about-crai/libraries

Each CRAI Library has this section in this web.

It is a selection of information resources related to the subject areas of teaching and research at the University. You will find databases, books and electronic journals, text books, etc.







Wi-Fi and access to Faculty computers

https://crai.ub.edu/en/crai-services/resources-online/wifi-eduroam

The University's Wi-Fi service enables 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 <u>local username</u>.

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. Consult the <u>Eduroam configuration guide</u>.

User group	Ending	Email address	Local username
PAS / PDI		joan.pere.garcia@ub.edu cherrera@ub.edu	joan.pere.garcia cherrera
Students	.alumnes	jherg07@alumnes.ub.edu	jherg07.alumnes
Alumni UB	.a	pperez@alumni.ub.edu	pperez.a



Follow us on social networks!

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



Twitter@craibellesarts



Flickr
http://www.flickr.com/photos/
craibellesarts



Pinterest http://pinterest.com/ craibellesarts



@craibellesarts

And virtual exhibitions:

http://crai.ub.edu/en/coneix-el-crai/difusio-marqueting/exposicions-virtuals





And if you still have questions...

Ask the CRAI staff

Library staff can answer the majority of your questions.

CRAI home page

The section "<u>Frequently asked questions</u>" 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 934 034 595



CRAI

Centre de Recursos per a l'Aprenentatge i la Investigació

Thank you!



Has it been useful?

Help us to improve it
bit.ly/2s05WCQ



© CRAI Universitat de Barcelona, academic year 2021-22