Get to know the Economics and Business CRAI Library

Academic year 2022-23
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
- 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

  [bib.ee@ub.edu](mailto:bib.ee@ub.edu)

  Addresses of other libraries

- **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 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**
Spaces: Research library map
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 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

Cercabib
https://crai.ub.edu/en
Cercabib
https://cercabib.ub.edu

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: 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

Material Type
- All items

Language
- Any language

Start Date:
- Day
- Month
- Year

End Date:
- Day
- Month
- Year

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 consortium 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

<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>10</td>
<td>6</td>
<td>21</td>
</tr>
<tr>
<td>• Postgraduate students, master’s degree and doctoral students</td>
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<tr>
<td>• Teaching and research staff</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 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

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
**Usernames and passwords**


**Local ID:**
- Virtual Campus
- Library (electronic resources and My account)
- Wifi
- Computers

**UB ID:**
- Virtual Campus
- Library (electronic resources and My account)

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Watch this [video](#) 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!
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 scheduled training courses 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

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

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

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

And virtual exhibitions:
https://crai.ub.edu/ca/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
Section «Frequently asked questions» provides answers to a number of common queries.

S@U, User Support Services
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 / 934 021 602
Thank you!

@craieie

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