Get to know the Pharmacy and Food Science CRAI Library – Diagonal Knowledge Campus

Academic year 2020-21

What's the aim of this session?

To present the CRAI Pharmacy and Food Science – Diagonal Knowledge Campus Library and its services

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

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

crai.ub.edu/en

What will we talk about?

- ❑ Where are we? When we're open
- ❑ Library map
- ❑ Equipment and facilities
- ❑ The collection: books, journals, etc.
- ❑ Start using CRAI
- ❑ Cercabib
- ❑ How to borrow books? UB Card
- ❑ Document loans Service
- ❑ Study rooms and laptop loans
- ❑ What do I have on loan? My account

- ❑ Library consortium loans (PUC)
- ❑ Interlibrary loans
- ❑ Access to online resources
- ❑ Virtual Campus
- ❑ 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...

Where are we? When we're open

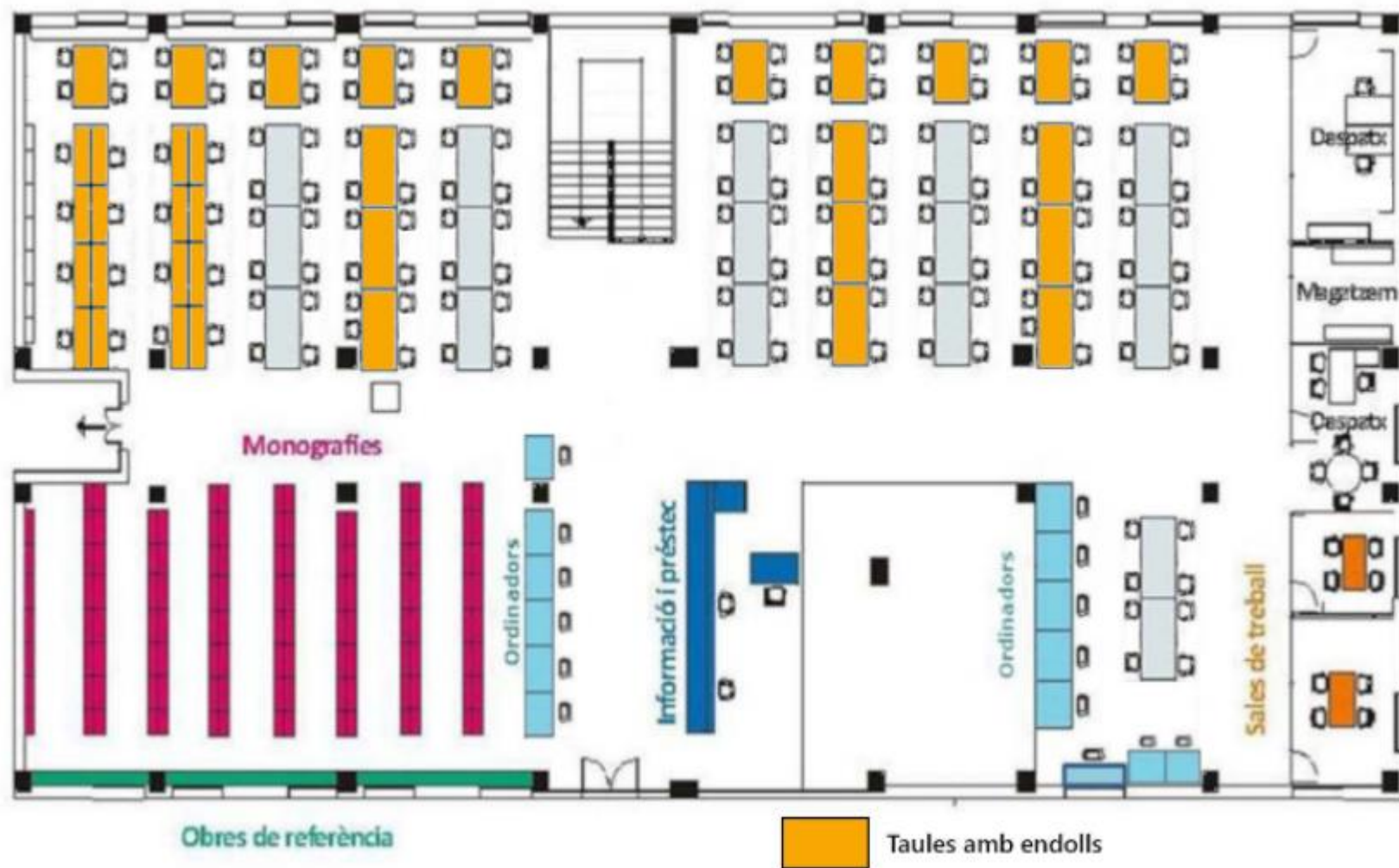## CRAI Pharmacy and Food Science – Diagonal Knowledge Campus Library
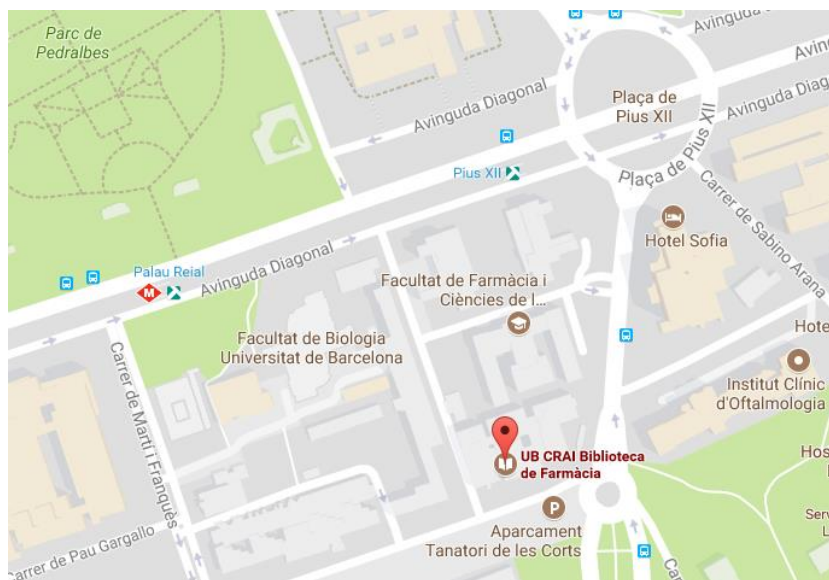
❑ Address
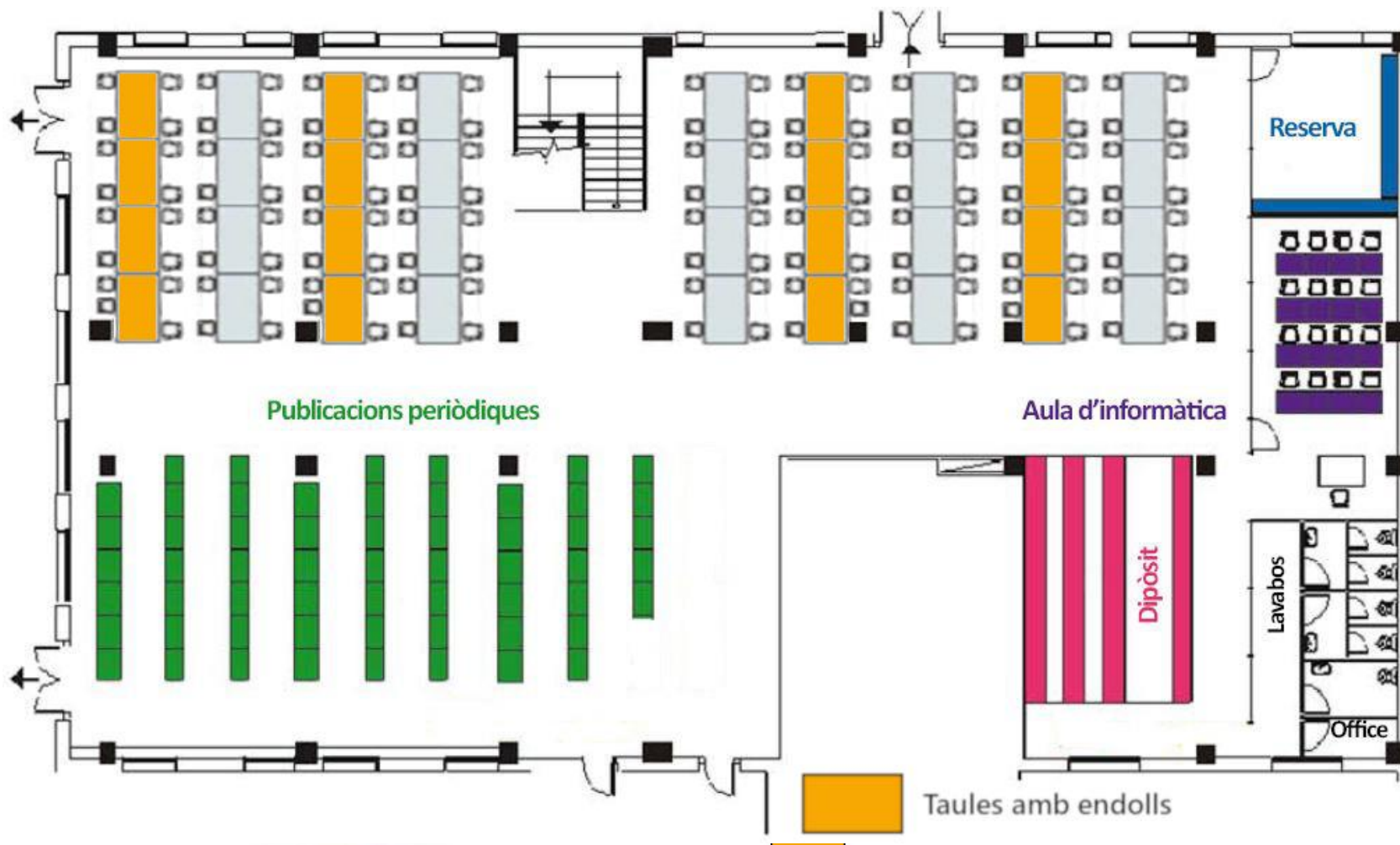Av. Joan XXIII, 27-31
934 021 884
bibfarinfo@ub.edu

Addresses of other libraries

❑ Opening hours:

Monday-Friday from 08:30 to 20:30 h.

❑ Special opening hours in exam periods and at weekends

❑ Library service regulations

❑ CRAI service charter

Library map: ground floor

Monografies

Ordinadors

Informació i préstec

Ordinadors

Sales de treball

Despatx

Magatzem

Despatx

Obres de referència

Taules amb endolls

Library map: lower ground floor

Reserva

Publicacions periòdiques

Aula d'informàtica

Dipòsit

Lavabos

Office

Taules amb endolls

Equipment and facilities

- ❑ Computer room with 17 computers
- ❑ 12 computers, one of them has ClaroRead software
- ❑ 2 rooms for group work
- ❑ 8 laptops for loan
- ❑ Wi-Fi area
- ❑ 335 single-user reading desks
- ❑ Newspaper archive
- ❑ 1 scanner (b/w) for investigation purpose only

The collection: books, journals, etc.

- The CRAI Pharmacy and Food Science – Diagonal Knowledge Campus Library contains research and specialized collections for the following studies: Pharmacy, Food science and Technology, and Human Nutrition and Dietetics.

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

- Books, theses and audiovisual material are organized using the Universal Decimal Classification (UDC) classification method. Journals are classified alphabetically.

- The library also houses a series of **special collections**: Pharmacy and pharmacopoeias, and Botany, among others.

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

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

Cercabib

Video

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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

1. You need a [UB Card](#)

2. Validate it in any library

3. You can then take items out on loan

UB user number (card barcode)

Document loans (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 (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".
❑ Recommended reading list:
  – Loan for up to 10 days.
  – These items can only be reserved at the loan desks in CRAI libraries.

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

Users	Documents	Normal loan period
UB teaching and research staff (PDI): current, retired and emeritus staff of the UB, of affiliated with venia docendi, of the School of Modern Languages (EIM), the Hispanic Studies unit and Language Services (SL), guest and visiting teaching and research staff, departmental researchers and members of UB research groups, and researchers affiliated to the Jaume Almera Institute of Earth Sciences	40	60
Postgraduate students and administrative and service staff (PAS): PhD students, postdoctoral fellows with teaching responsibilities, university master's degree, inter-university master's degree and UB-specific master's degree students, and current or retired PAS	20	30
Bachelor's degree, postgraduate and university extension students: bachelor's degree students at the UB or affiliated centres, interuniversity students, national or international mobility students, IL3 students taking courses, and students enrolled in UB-specific postgraduate courses, university extension courses and University of Experience courses	10	21
Health professionals at university hospitals (Hospital Clínic, Hospital de Bellvitge, Hospital de Sant Joan de Déu), UB teaching and research staff (PDI) affiliated to centres with specific collaboration agreements with the UB or that belong to the UB Group (including teaching staff of Institute of Education Sciences with UB contracts and research fellows from the Jaume Almera Institute of Earth Sciences) and researchers at affiliated or associated research institutes, research institutes in which the UB participates, and research institutes with specific collaboration agreements with the UB or that are members of the UB Group	15	21
Audiovisual material: 7 days		

Recommended reading list: 10 days
Recommended weekend reading list (from Friday to Monday): 3 days

Document loans (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**. Watch the video

Reservations

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

History

Activate the **Record function** in in **My account** to keep a **list of the items** you have taken out on loan during your time at the UB.

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.

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 work rooms for individual or group work. You can reserve documents from the Cercabib using the option in My account. Watch the video

How to use the study rooms and Rules of use the study rooms

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
- ❑ Laptops 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.
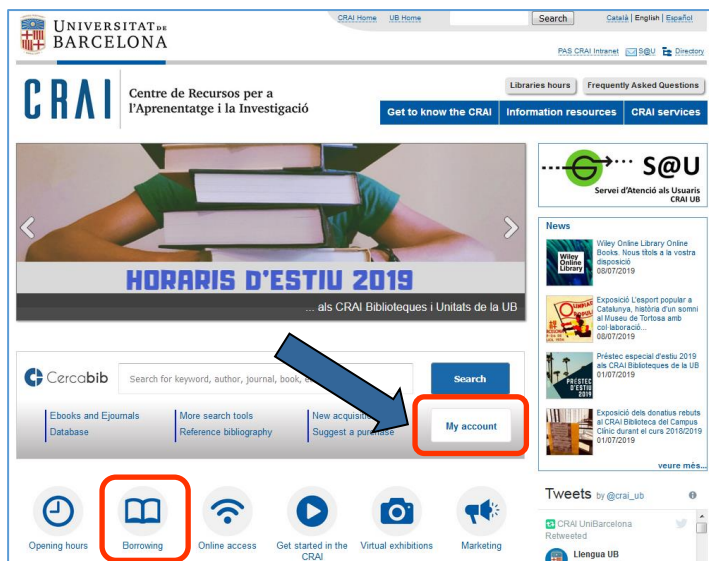
Library consortium loans (PUC)
https://crai.ub.edu/en/crai-services/loans/loans-puc

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**. Watch the video

Where to return items:

a) To any 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.

❑ Access University Union Catalog of Catalonia (CBUC): https://ccuc.csuc.cat/search*eng

❑ 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

Users	Items	Renewals	Loan period: printed docs.	Loan period: audiov. material
Bachelor's degree students, first- or second-cycle pre-EHEA students, authorized Alumni UB	10	6	21	5
Postgraduate, third-cycle, master's degree and doctoral students	10	6	21	5
University teaching and research staff (PDI) and registered users of the National Library of Catalonia	10	6	21	5
University administrative and service staff (PAS) and staff of the National Library of Catalonia	10	6	21	5

Interlibrary 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 PUC. It also centralizes the loan of CRAI collection items to other institutions. This is a paid service.

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).

Watch the video

Campus Virtual

https://campusvirtual.ub.edu

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

Identifier and password

Information resources

Usernames and passwords

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

Username	Services	Access			
UB Identificació UB	■ Virtual Campus ■ How to access electronic resources ■ Interlibrary loan ■ Digital copies	Introduce your UB intranet username and password (for PDI, PAS or Món UB) Further information			
		Students	**PAS/PDI**	**Alumni Premium UB**	
		▶ Alphanumeric code ▶ Password	▶ DNI / Identification no. ▶ Password	▶ Alumni code ▶ Alumni password *Except acces to electronic resources*	
Local UNIVERSITAT DE BARCELONA Identificador 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	The username is comprised of the left-hand section of your UB email address, plus a suffix that varies depending on which user group you belong to. Further information			
		Students	**PAS/PDI**	**Alumni premium UB**	
		▶ Left-hand section of the ub.alumnes email address *ub.alumnes* e.g.: Email: jarc7@alumnes.ub.edu Username: **jarc7.alumnes** ▶ UB intranet password	▶ Left-hand section of the UB email address e.g.: Email: joan.garcia@ub.edu Username: **joan.garcia** ▶ UB intranet password	▶ Left-hand section of the *ub.a* email address e.g.: Email: imas@alumni.ub.edu Username : **imas.a** ▶ UB intranet password *Except acces to electronic resources and free copies*	
CRAI Universitat de Barcelona	■ Loans	▶ UB card barcode number ▶ Password			

Watch the video

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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

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

Each CRAI Biblioteca 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 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. Consult the Eduroam configuration guide

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

Instagram
https://www.instagram.com/craifcca/

Facebook
https://www.facebook.com/craiubfcca/

Twitter
https://twitter.com/craiubfcca

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

Look out the CRAI home page

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
934 021 884

Thank you!

Has it been useful?
Help us to improve it
bit.ly/2sO5WCQ