





What will we be talking about?

- ☐ The aim of the session
- ☐ What is the CRAI UB?
- ☐ Get started in the CRAI
- ☐ Where we are and when you can come?
- □ <u>Library map</u>
- □ **Equipment**
- ☐ The collection: books, journals, etc.
- Searching for information
- □ Cercabib
- ☐ How to borrow books? UB Card
- Loans Service
- ☐ <u>Using study rooms loans and and laptop loans</u>
- □ 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
- □ <u>Usernames and passwords</u>
- □ <u>User support service</u> (SAU)
- 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

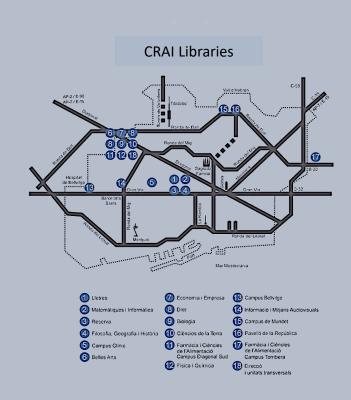
2 libraries of them are patrimonial collections

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

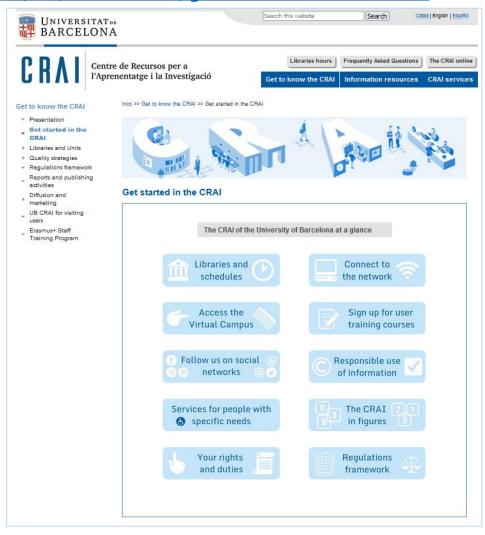
Support for researchers





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
934 034 595

craibellesarts@ub.edu

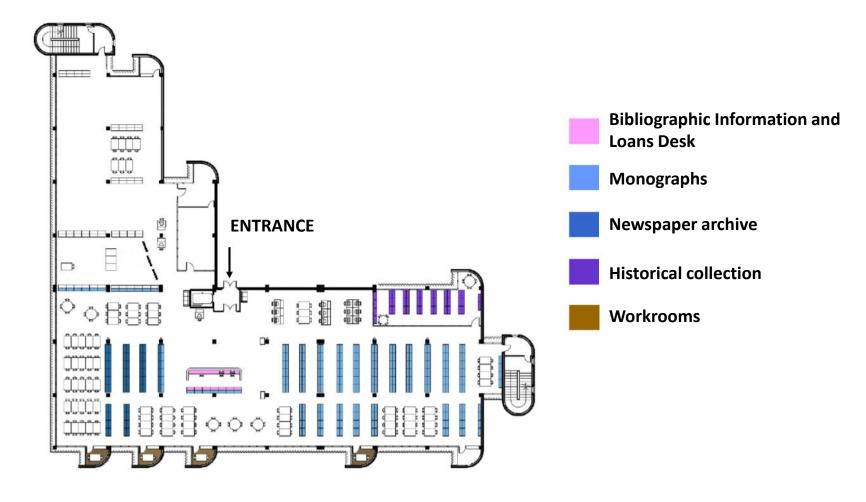
□ Opening hours:

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

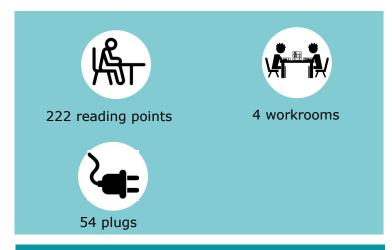
- Special opening hours in exam periods and at weekends (in Catalan)
- ☐ Library service regulations(<u>in Catalan</u>)(<u>in Spanish</u>)
- □ CRAI service charter

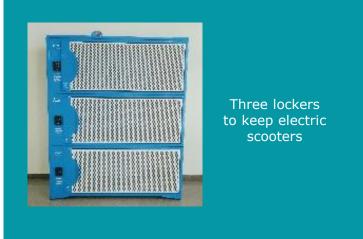


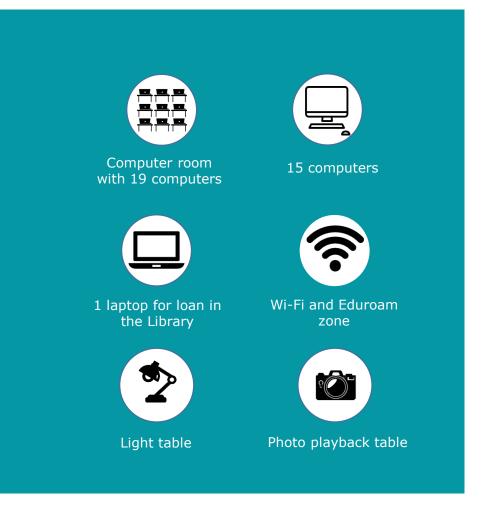
Library map



Equipment









Equipment. Adobe Creative Cloud

The Fine Arts CRAI Library provides the online application manager Adobe Creative Cloud (Adobe CC) which lets the access to a range of IT solutions and tools that allow the creation of texts, images and audiovisual content in a comprehensive way.

Users can practice designing a logo for a company or create a collage of photos which reflect the ideas you have in mind. The application also allows you to edit a video or a movie.





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 are organized using the Universal Decimal Classification method and audiovisual material is organized by and own classification. 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** (in Catalan) 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.



Searching for information

From the CRAI UB it's possible looking for different resources, some of them:

Cercabib: It's a catalogue which gets the collections of all CRAI UB libraries and it is also included in the CCUC:



Online Repositories: Dipòsit Digital UB, RCUB, RACO, TDX:





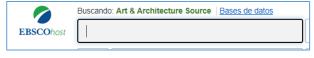




Databases: ARAS, JSTOR Arts and Science, Art&Architecture Source:







For searching information you use the search parameters:

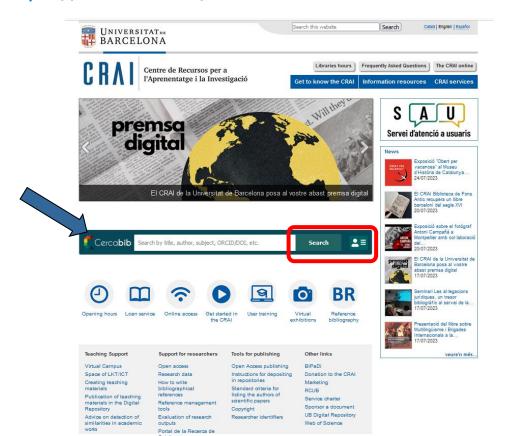
In all of these resources we can search by author, document title, subject, publisher, publication year...

And all of them let us "refine" the results that we've got in our search.



Cercabib. Two ways to access

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



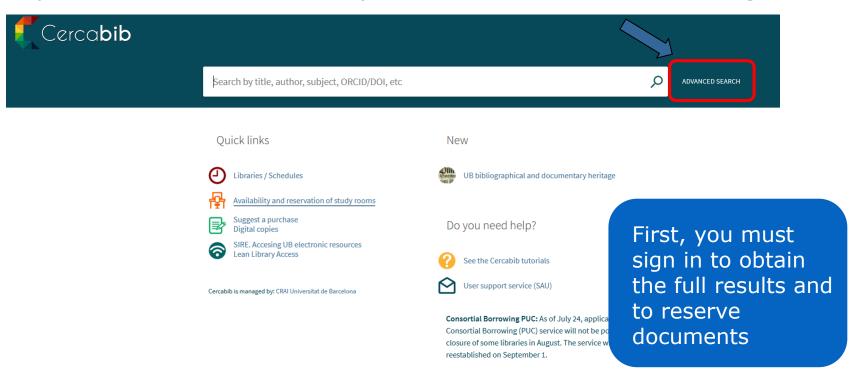
Or else...





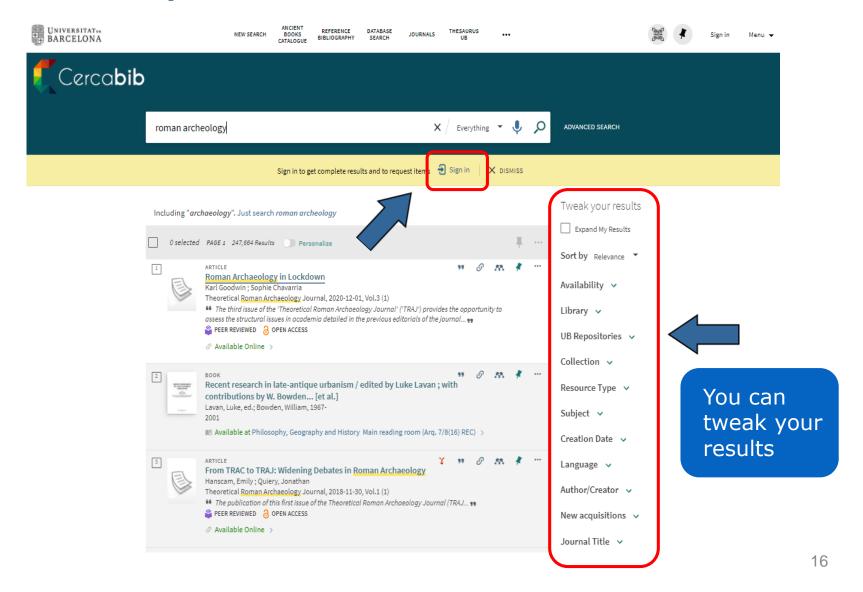
Cercabib

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





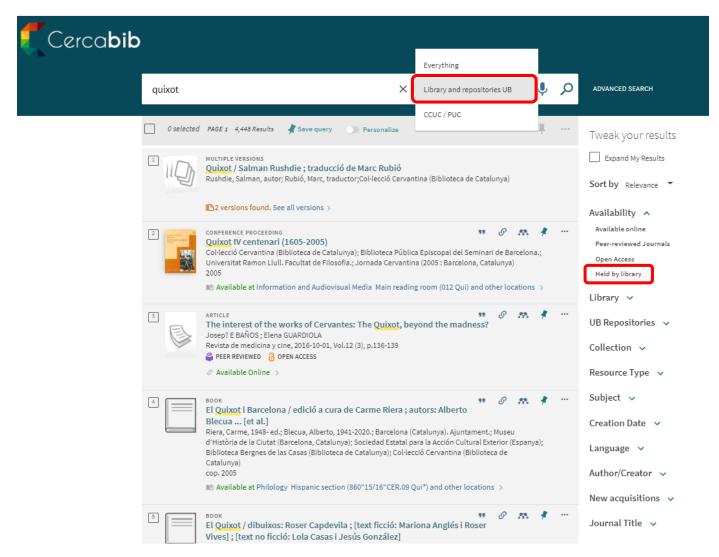
Cercabib: quick search







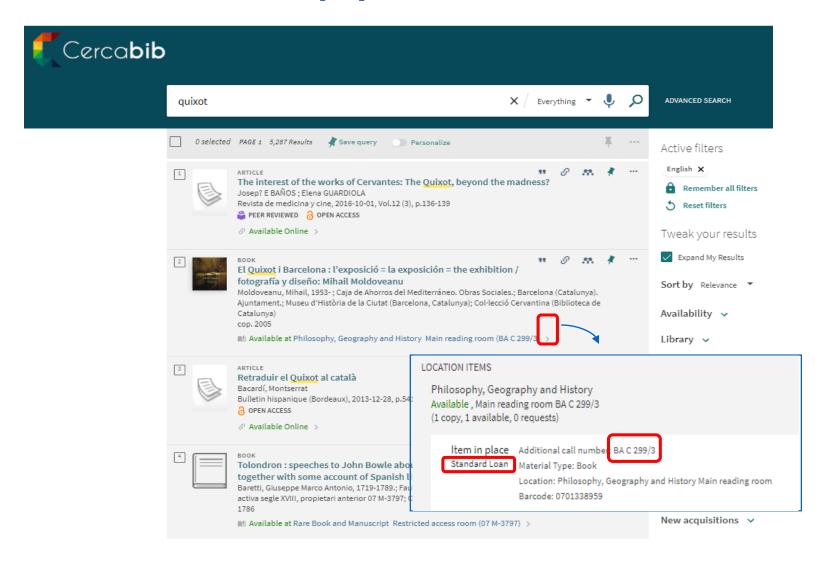
Where do I find it? (I)







Where do I find it? (II)

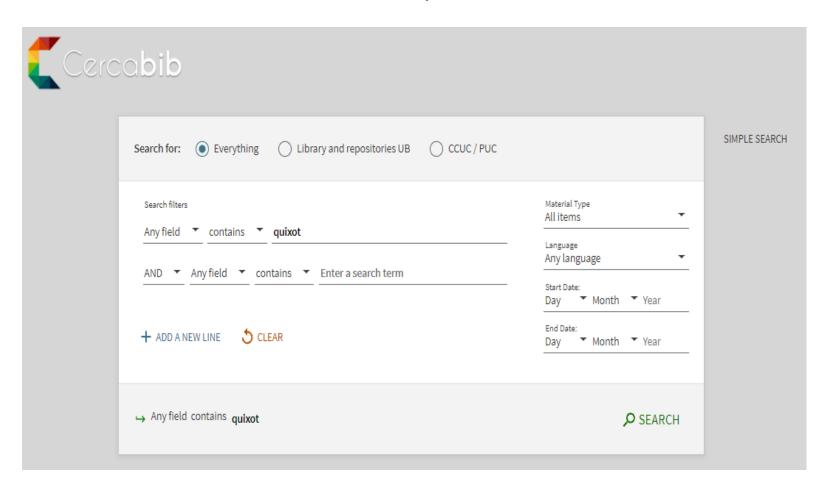






Cercabib: advanced search

Combine search fields and/or refine your search.







How to borrow books? UB card

You only need your <u>digital card UB</u>



The University of Barcelona **digital card**, accessed from the <u>SocUB</u> (in Catalan) mobile app.







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.

<u>Loan service regulations</u> (in Catalan)

- □ 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".
- ☐ Reference 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

Reference bibliography: 10 days Reference 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: 2 days

Loan of weekend reference bibliography: 3 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 at 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
 □ The loan agreement form (in Catalan) must be read, signed and filled out correctly.
 □ Service not available to users currently under a late returns penalty
 □ Laptop loans available for up to 4 hours
 □ Laptops cannot be reserved
 □ Laptops can only be used on Library premises
 □ Regulations (in Catalan)



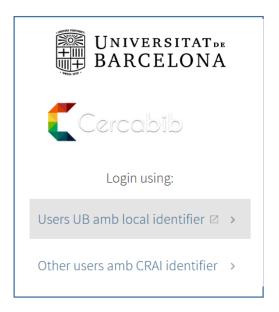


What do I have on loan? My account



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 CCUC/PUC S search in Cercabib.

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 Connect to <u>Cercabib</u>.
- 2 Search for the document and display the **CCUC/PUC option** to find out if it is available. Identify yourself to request it and choose where you want 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 intranet (PDI, PAS or MónUB).



More information about SIRE (in Catalan)





Access to online resources. Lean Library Access

https://crai.ub.edu/ca/que-ofereix-el-crai/acces-recursos/library-access (in Catalan)

Lean Library Access is an extension of the browser that gets the access to the electronic resources subscribed by the CRAI of the Universitat de Barcelona.

Once the extension is installed on the browser bar, it will be activated in green color when identifies a resource subscribed by the CRAI.



While you're browsing electronic journals, databases and other electronic resources, the extension will detect those CRAI has subscribed, and it shows you an emergent advise (pop-up) and you'll have direct access to the documents.

Besides, the extension will show you alternatives free access sources for those resources which are not subscribed by the CRAI.





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.

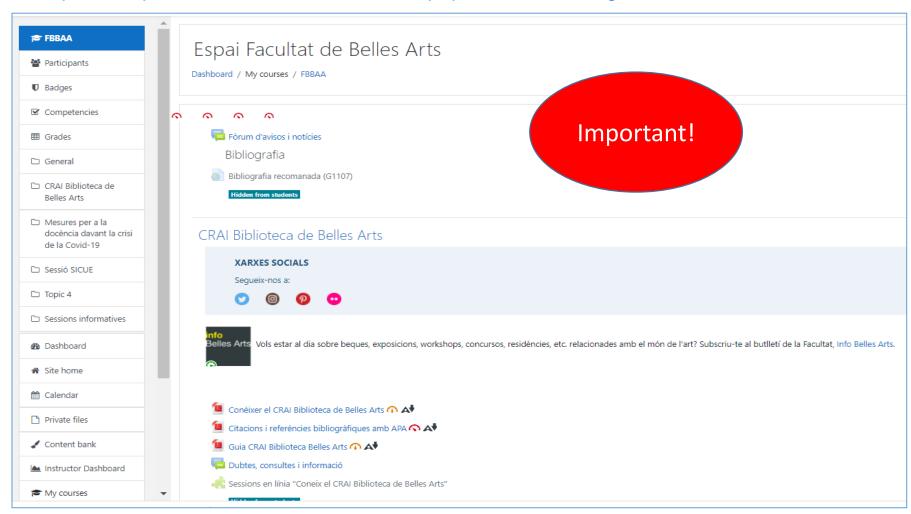






Virtual Campus. Faculty of Fine Arts

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





Fine Arts information

http://www.ub.edu/InfoBBAA/ (in Catalan)

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 Contrasenya PAS/PDI: DNI / Identification no Password Authorized UB Alumni: Alumni code Alumni password
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)

Watch the video (in Catalan)





Sau, 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.

SAU is also the channel for delivering your complaints, suggestions and messages of thanks.





User training

https://crai.ub.edu/en/crai-services/user-training

We offer you training courses in search skills, such as courses on specialized databases or <u>bibliographic managers</u>: Zotero, Mendeley, EndNote.

Also support courses and advice when preparing your final degree thesis, final master's thesis or your doctoral thesis.

Also on all those resources that have to do with the evaluation of scientific production: impact factor, immediacy index, quartiles, etc.

Information about scheduled training courses is available on the CRAI Web, and personalized courses (in Catalan) can be arranged on request.

<u>Self-training resources</u> are also available on the CRAI web.



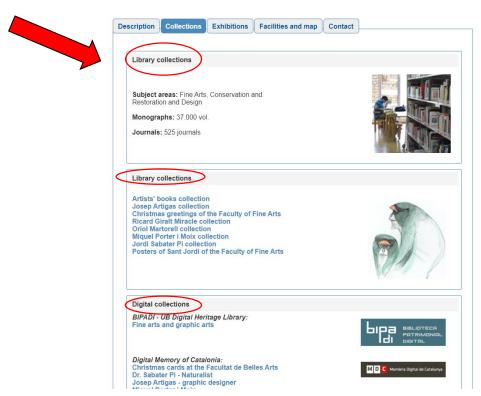


Collections

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, textbooks, 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 (in Catalan) your laptop and log on using your local username (in Catalan).

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> (in Catalan).

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
(in Catalan)



Twitter @craibellesarts



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



Pinterest http://pinterest.com/ craibellesarts



@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 "Frequently asked questions" provides answers to a number of common queries.

SAU, User support service



Online information service for any questions about CRAI libraries and the full range of resources and services. SAU 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



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