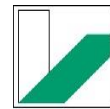


How to access literature in the digital summer semester 2020



UNIVERSITÄT
BAYREUTH

UNIVERSITÄTSBIBLIOTHEK

1) Libraries on campus

Books and other media can be borrowed and returned during the following hours: Monday to Friday (except public holidays) between 9 am and 6 pm (Main Library and Departmental Library RW as well as between 9 am and 4 pm in the Departmental Libraries NW I, NW II and Geo.

Before visiting the library we ask you to research the items you need in our online catalogue and note down the shelf marks for books in our reading room holdings so they can be located quickly. A small number of desks is available in the library to work with materials which cannot be borrowed. It is also possible to make scans and copies.

Material from our closed stacks ("Magazinbestände") can be ordered via our catalogue. These orders can be collected at the circulation desk in the Main Library the following workday.

For your own safety and the protection of our staff, please visit the library premises only if it is really necessary. In addition, we ask you to follow these instructions and to observe the distance markers on the floor as well as the rules of conduct on the posters in the libraries.

2) Accessing digital contents

You and your students can access our e-books, e-journals and databases from the University's network and from off campus. Please note, that currently only the [proxy](#) must be activated but not the VPN. For further information: [ITS-Newsflash 25 March 2020](#).

- How to research and use our e-books: [here](#).
- E-journals can be found in the *Elektronische Zeitschriftenbibliothek* (= Electronic Journal Library) [EZB](#).
- Databases are recorded in the Database Information System [DBIS](#).
- Please note our site dedicated to [extended access to digital resources during the COVID19-pandemic](#) (only German version available). Many academic publishers have extended their digital services. Therefore, members of the University of Bayreuth can access content which is normally not available for them. (These contents are not recorded in our catalogue.)

3) Postal book delivery service for students

Currently students can have up to seven media from the collection of Bayreuth University Library sent to their home via DHL. The books can be returned [by mail](#) or personally at the library. Please note that loan periods still apply and the duration of the postal service is included. (Please note that we only offer this service within Germany.)

Details of this service can be found on [our homepage](#) (only German version available).

4) Literature which is not available in Bayreuth

Should your student require materials which are not accessible via Bayreuth University Library, there are the following options available. Sollten die Studierenden Literatur benötigen, die nicht über die Universitätsbibliothek Bayreuth zugänglich ist, gibt es folgende Möglichkeiten:

Purchase suggestions

Students can still submit [purchase suggestions](#) for e-books as well as printed books.

Interlibrary loan

[Interlibrary loan](#) for books and articles is available again. Books can either be picked up at the campus or sent to you (s. [book delivery service above](#)). Copies of articles can either be picked up at the library or are sent by post on request.

In addition, the following possibilities exist to research literature outside the Bayreuth holdings:

- Many [subject information services](#) ("Fachinformationsdienste") offer access to e-journals, e-book collections and databases after registration. An overview of these so-called FID licences can be found here: <https://www.fid-lizenzen.de/angebote>
- Tips for the searching and accessing of journal articles can be found on [our homepage](#).
- The search engine [BASE](#) and the browser add-on [Unpaywall](#) help you to find Open Access documents.

5) Digital consultation and courses

Students who have questions concerning research and other library topics, can contact us: We offer individual consultation appointments via Zoom. An appointment can be reserved [here](#) (> "Online Sprechstunde").

Every Tuesday from 2 to 3 pm, our [Citavi consultation hours](#) take place via Zoom or Skype.

An [English e-learning course "Library Essentials"](#) is available on the e-learning platform Moodle as an introduction to library use. German webinars on basic library usage and literature management with Citavi and Zotero are held regularly. Your students can find the dates [here](#). **We are happy to offer courses in English on request.**

An overview of our online consulting and course offer can be found on our homepage ["Digitale Kurse & Beratung"](#) (= digital courses and consultations).

6) Contact

Subject specialist

Your and your students' contact for questions regarding access to literature in your subject:
Vera Butz (vera.butz@uni-bayreuth.de; +49(0)921/55-3432).

For general inquiries about library usage, research etc.:

Information desk in the Main Library

auskunft.ub@uni-bayreuth.de; +49(0)921/55-3420 (Monday-Thursday 9 am-4 pm and Friday 9 am-2 pm)