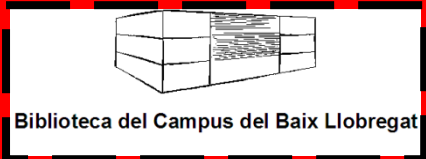


ALL YOU NEED TO KNOW ABOUT ACCESS AND USE AT THE LIBRARY OF CAMPUS BAIX LLOBREGAT (UPC)



OPENING HOURS
08:00 h – 21:00 h

+ TAKE A LOOK

- Watch CanalBIB Lobby / 1st floor
- Have a look at Bibliotecnica
- Use the catalog
- Ask staff for help

+ CATALOG

You will find all the documents at UPC libraries.

+ WEB

At Bibliotecnica, the digital library of UPC, you can find resources, collections, spaces and services that UPC libraries offer.



+ <http://bibliotecnica.upc.edu/BCBL/>

+ TO CONSULT

- All the books your lecturer recommends and other specialized ones.
- Self-learning language material
- Dictionaries and encyclopedias
- Notes and exams
- Magazines

Where to find it?

- + Library catalog
- + Teaching guides
- + Subject guides
- + Databases
- + Internet

+ IF UPC DOESN'T HAVE THE DOCUMENT USE... The Document Supply Service (SOD)

LAPTOPS HOURS
08:00 h – 20:00 h

+ LAPTOPS



- Wireless Network (Wi-Fi) throughout the campus
- 40 laptop computers on loan (a loan up to 4 hours daily)

+ FACILITIES WORKING GROUP

- 6 rooms > 3-6 people
- 3 rooms > 1-2 people
- Reservation (up to 4 hours daily)



FIRST AIDS

WELCOME!

This document will help you to know the main areas and services the Library can offer you during your studies at UPC.

Don't lose it!

+ USE THE LOAN SERVICE

- **What do I need?**
The UPC card or temporary card
- **How many documents can I take away?**
4 documents
- **How long?**
10 days
- **Where do I return the documents?**
At any UPC Library

To apply for your temporary card you must fill out a form and bring us a passport photograph. That's all!

Ask for the form at loan service
(circulation desk – main floor)

We bring books from other libraries

+ REGULATIONS



Make good use of the collections, spaces and facilities of the Library.

Access: Bibliotecnica > About us > Regulations and Fees > Policies on access and use of libraries

+ RENEW YOUR LOANS

- **Catalog** ("My account")
- **At loan service** (circulation desk)
- **Telephone** (93.552.35.44)
- **Email** (biblioteca.cbl@upc.edu)

+ LOCKERS

- We have 32 lockers at the first and the second floor of the Library.
- Ask for the key at the circulation desk.



+ SELF-SERVICE : PHOTOCOPYING

- Self-service copier and printer (First floor)
- Scanner (computers 2nd floor)

+ LEARN LANGUAGES

- Interactive training
- Grammar and exercises
- Novels
- Movies
- Dictionaries
- Press

This and much more at...
<http://lvi.upc.edu/>

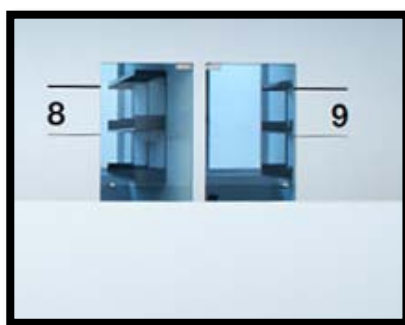


+ LIBRARY SPACES

In the Library you'll find areas to work in groups and to work in silence



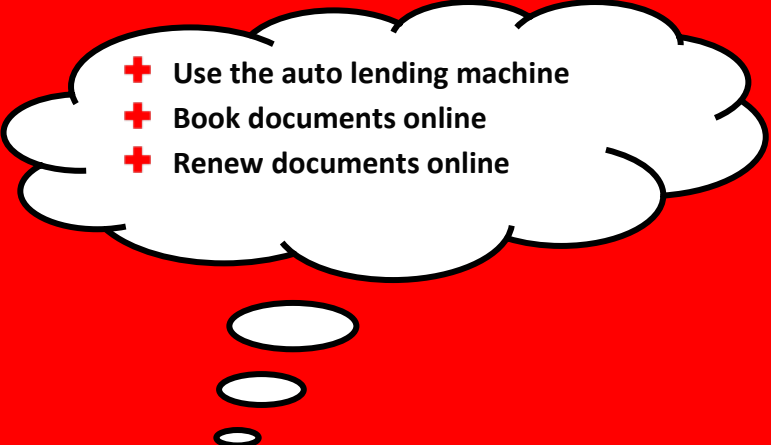
Shhhhh



In groups

+ NON-TECHNIC COLLECTIONS



- 
- + Use the auto lending machine
 - + Book documents online
 - + Renew documents online

KEEP UP TO DATE!

+ COMPUTER LAB

We have 20 computer desktops with classroom software.



OPEN FROM 08:00h TO 20:30h

+ SPECIAL EXAM TIMETABLE

The Library will open its doors on exam period weekends.

The schedule of the Library on weekends will be from 10:00 to 20:00

If you want more information go to:

<http://bibliotecnica.upc.edu/BCBL/>

WE WISH YOU EVERY SUCCESS WITH YOUR STUDIES!!!



Biblioteca del Campus del Baix Llobregat