



UNIVERSITY OF AMSTERDAM

Library

Pocket guide
**First-year
students**
2020-2021



uba.uva.nl/en

'How the Library can help you in your studies'



Welcome

In your first year, you will begin your university studies, become part of the academic community and meet new people. However, due to the present circumstances, you will be able to visit the campus less often.

The UvA and the Library are doing all they can to give you a good start. You can search, find and request academic literature via our website. And provided you book a study place in advance, you are still more than welcome to come and study in one of our campus libraries.

How exactly does the Library help you?

- It makes a large collection of publications available to you in paper or digital format, ranging from medieval manuscripts to the latest digital issue of Nature.
- It offers over 4,500 study places (with or without PCs), free Wi-Fi, printers and scanners, in locations spread around the city.
- It offers support in your search for and use of information through online workshops, a helpdesk and specialist advice from information experts.

Keep an eye on our website uba.uva.nl/en for up-to-date information about our opening hours and the growing number of study places we have available to students. You can also follow us on Instagram ([uva_library](https://www.instagram.com/uva_library)).

Practical matters

Useful information

At uba.uva.nl/en you'll find all the library locations, addresses, opening hours and extensive information on services and activities.

Larger library locations per campus

City Centre: Humanities

UB Singel (central library location) and P.C. Hoofthuis

Roeterseiland: Social and Behavioural Sciences, Economics, Business and Law

Library Learning Center and Law Library

Science Park: Natural Sciences, Mathematics and Computer Science Library and study center

Reserving a study space

Study places are only available if you reserve beforehand. Check the University Library website. You cannot enter the building without your student ID card.

*WiFi everywhere!
but it needs some action...
To use WiFi, you must first
set your laptop, tablet or
smartphone. Use this address:
wifiportal.uva.nl*



Access anywhere

Want to order e-books/consult e-articles? You can do this anywhere from your laptop or phone. Go to uba.uva.nl/en and log in using your UvAnetID.

Printing at UvA

There are various ways to print via the portal uva.canon.nl:

1. Install the Canon Driver from the portal
2. Upload the document you wish to print
3. Email your file to print@uva.nl

Your print jobs are saved for three hours. You can print them on any printer in UvA.

Printing? Scanning is free!

You can scan on book scanners and printers, and then save your document on a USB stick. You can also email your document to yourself from the printers.

You will find step-by-step instructions at: student.uva.nl/en -> A-Z -> Printing

ALLARDPIERSON

THE COLLECTIONS OF THE  UNIVERSITY OF AMSTERDAM

The Allard Pierson's Reading Room has archives, valuable rare works and atlases. UvA and AUAS (HvA) students have free access to exhibitions at the Allard Pierson. More information: allardpierson.nl/en

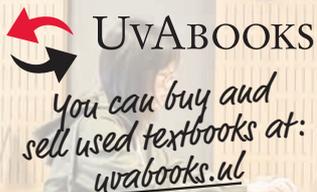
Practical matters

Opening hours

Opening hours are gradually being extended to normal again. For up-to-date opening hours, please consult the website. uba.uva.nl/en/locations
Please note: Remember to have your student ID card with you, otherwise you may not be granted admission.

Laptop needed?

In the larger libraries you can borrow a Chromebook for free for one day. At Science Park it is also possible to borrow a Windows laptop for longer periods, but there is a charge.



Is there a reader on your reference list?

Some lecturers make mandatory additional literature available to students in the form of readers. A reader is a compilation of articles and chapters from books from the digital Library drawn up for a course by your lecturer. The readers can be found in Canvas, the UvA's digital learning environment. Students can download readers free of charge or order a printed version for a fee. Go to: login.canvas.uva.nl

Finding information

CataloguePlus

Use the Library website to find literature for your studies. In CataloguePlus you can find e-books (250,000), books (4 million) and even more articles. There are also specific databases for each discipline, which you can use to search in more depth. For example, *Historical Abstracts* for history and *PsycInfo* for psychology. Don't hesitate to ask for support at one of our desks.



*Google
You can also find academic literature via Google Scholar: scholar.google.com*

Link?

Are you on the Library website and looking for articles in an external database such as *Web of Science* or *Science Direct*? Note the UvA-linker. It links you to the full text.

Borrowing

Your student ID card is also your library card

Use the online library catalogue to find publications. You can request all books online and have them sent to the library of your choice. It usually takes a day. You receive an email if the book is ready to be collected. Journals, rare editions and manuscripts must be used within the library.

Red Room

Reserve your books and collect them during the long opening hours at the University Library Singel, even during the evenings and the weekend.

Book not yet finished?

The loan period is 28 days. Your loan will be automatically extended, unless someone else has requested the book. Maximum loan period is four months.

*For searching
and requesting:
uba.uva.nl/eu*

Book not available?

You can request publications from other libraries via Worldcat Discovery. In this database you will find the collections (books, magazines and articles) of a large number of Dutch and foreign libraries. You choose the location where you want to collect your requested books. Articles will be sent to you by email. Go to: uba.uva.nl/borrowingelsewhere



Information skills

Finding your way in the information jungle

During your study you must learn how to cope with a deluge of information resources. The Library is your compass.



*Copyright
What are you allowed to
copy from the internet and
what not? Should you claim
copyright to your own thesis?
Look it up on the Copyright
Information Site:
uba.uva.nl/eu/cis*

Online workshops

In "Finding scientific sources" you learn how to search for relevant information online and in library resources.

With citation software you can easily and correctly process literature in your dissertation or paper. The Library offers various workshops in which you learn how to use software such as Refworks, Mendeley and Zotero.

For more information:

uba.uva.nl/workshops



Support

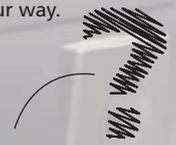
Questions?

Do you need help in finding information? Do you have any questions about the library services? Wherever you are, you can contact us for expert advice on working days by telephone (020 525 1405) or email: uba.uva.nl/ask

You can also reach the Library via WhatsApp: +31 6 107 172 10 (weekdays 08:30 - 17:30 hrs).

Are you nearby?

Come to one of our desks and we will help you on your way.



Your Student ID Card is your library card, entry card for evenings and weekends, a paycard for printers and drink & snack vending machines.

Subject librarians

Each discipline has a subject librarian. You can reach them by telephone, email or social media. They'll show you how to find, manage and use the best resources for your subject. You can also go to uba.uva.nl/ise



uba.uva.nl/en

Go to our website:

- to find publications in CataloguePlus
- to ask librarians for expert advice
- for demos and tutorials
- for upcoming events and workshops
- to check for available PCs
- to reserve a study space
- for all libraries and study centres

Opening hours

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