

# FIRST TIME IN LIBRARY

## Library of JAMU



Mon, Wed 9 am to 6 pm  
Tue, Thu 9 am to 5 pm  
Fri 9 am to 3 pm  
Sat, Sun, public holidays CLOSED



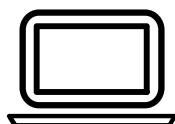
[knihovna@jamu.cz](mailto:knihovna@jamu.cz)



building Astorka, 1st floor (elevator)  
Novobranská 3, 662 15 Brno



54259 2204 - circulation desk



<http://knihovna.jamu.cz>  
<http://aleph.jamu.cz>



Knihovna JAMU



@knihovna\_jamu

### How to become a library user?



You need ISIC or some JAMU student card and make a registration at the circulation desk. Registration for JAMU students is for free.

# LIBRARY SERVICES

## Borrowing

→ **in-library use** (only in study room) x **absence loan** (borrowed home)

## Lending period?



- books for 3 months
- books in study room only for in-library use



- sheet music for 3 months



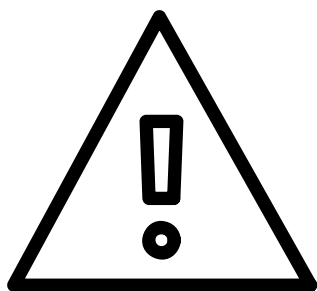
- CDs, DVDs, gramophone records for 1 week



- journals for 1 week
- you can find all journals in the study room



- newspapers only in study room
- only Czech newspapers (Mladá fronta and Deník N)



- you can extend loans twice (e.g. book for 9 months in total)
- you will be notified by email before the end of the loan period
- late fee is 5 Kč/day/document

At the end of your stay you will need a confirmation of the returning of all loans.

# LIBRARY SERVICES

## Reference services



- informations about library collection and external information resources
- help with searching for document

## Study room



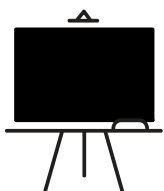
- selected study literature for reference use only
- location and UDC (MDT) number in catalog Aleph
- audiovisual equipment for listening and watching CDs or DVDs
- access to Wifi
- 8 computers, 38 study places

## Electronic resources



- online catalogue Aleph
- electronic information resources (licensed & open access)
- database of final (diploma) theses (only in Czech)
- citation manager CitacePRO

## Information education



- help with citation ethics, prevention of plagiarism
- instructing and help with searching in electronic information resources

## Reprographic services



- printing, copying, scanning
- spiral binding
- payment only in cash

The services are provided in accordance with the organizational rules of the Library.

# ONLINE CATALOGUE ALEPH

## User account

→ **Log in:** UČO (university number) + Webmail or eduroam (Wifi) password

- checking your borrows and orders
- loan renewal
- reservations and order request

## How to search...?

→ **basic search** - word or phrase (word from the title, author's name, keyword, ...)

→ **advanced search** - search from multiple fields, according to different criteria and combinations

- can be limited to individual bases: books, sheet music, periodicals (journals), audio and audiovisual documents, final theses

## How to order...?

- log in to your library account and look for the document you are interested in
- click Items/On loan (from the list) or All units (from the entry)
- click to Request option and confirm OK button twice
- pick up your order at the circulation desk
- last orders will be process at 3.30 p.m., later requests will be ready for picking up at 9 a.m. the next working day

## How to extend a loan?

- log in to your library account
- select Borrower menu and click the Loans button
- choose documents you want to extend

In the catalog you will find links to other thematic catalogs and databases.

# ELECTRONIC INFORMATION RESOURCES & SERVICES

## Citation manager CitacePRO



- citation generator (citations also available in catalog Aleph)

## Oxford Music Online (Grove)

Oxford **Music** Online

- licensed music database
- music dictionaries, articles, sheet music
- encyclopedia Grove Music Online

## Berliner Philharmoniker's Digital Concert Hall

- recordings or live broadcasts of Berlin Philharmonic concerts
- documentaries, interviews with artists

## Taylor & Francis



Taylor & Francis Group  
an **informa** business

- eBooks collection
- theater, theater technology, digital technology

## JSTOR



- licensed digital library of academic journals
- art studies, musicology, cinematography

## National Digital Library DNNT



- digital library of National Library of the Czech Republic
- digitized books which copyright has expired

## Umění online (Arts Online)

- list of open access information resources
- various languages (Czech, English, German...)
- **specializations:** theater, music, film, literature, arts



- licensed databases can be used only for scientific and study purposes of the academic community of JAMU
- **Log in:** UČO (university number) + Webmail or eduroam (Wifi) password

## LIBRARY COLLECTION

### → specializations:

- music, theatre, dance, movie, radio, television, fine arts
- pedagogy, psychology, sociology, philosophy, sociology, literature, languages, management

### → documents type:

- theoretical works, scripts, dictionaries, fiction, journals
- anthologies, plays, sheet music, opera librettos, CDs, DVDs
- final (diploma) thesis - only in Czech language

## FUND OF ART DOCUMENTATION

### → documentation of JAMU (arts) activities

- records, photography, posters, scenarios or programs
- only in Czech language

## FINAL THESIS

full texts of JAMU final (diploma) thesis since 2006

### → only in Czech language

all thesis can be found in library catalogue Aleph