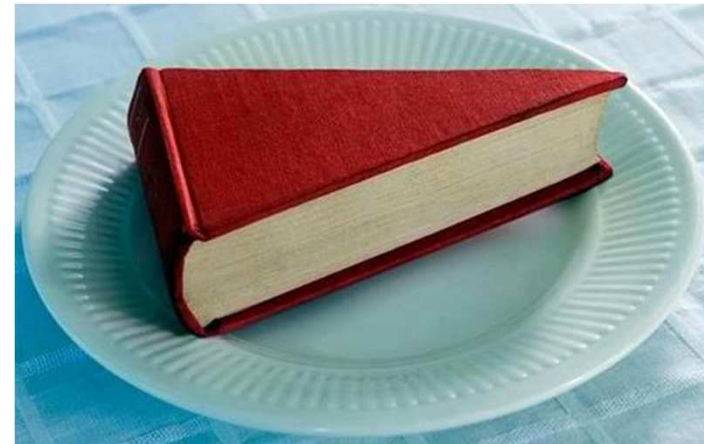




May I help you?

Services & resources of the Library system

19/02/2013





WELCOME!

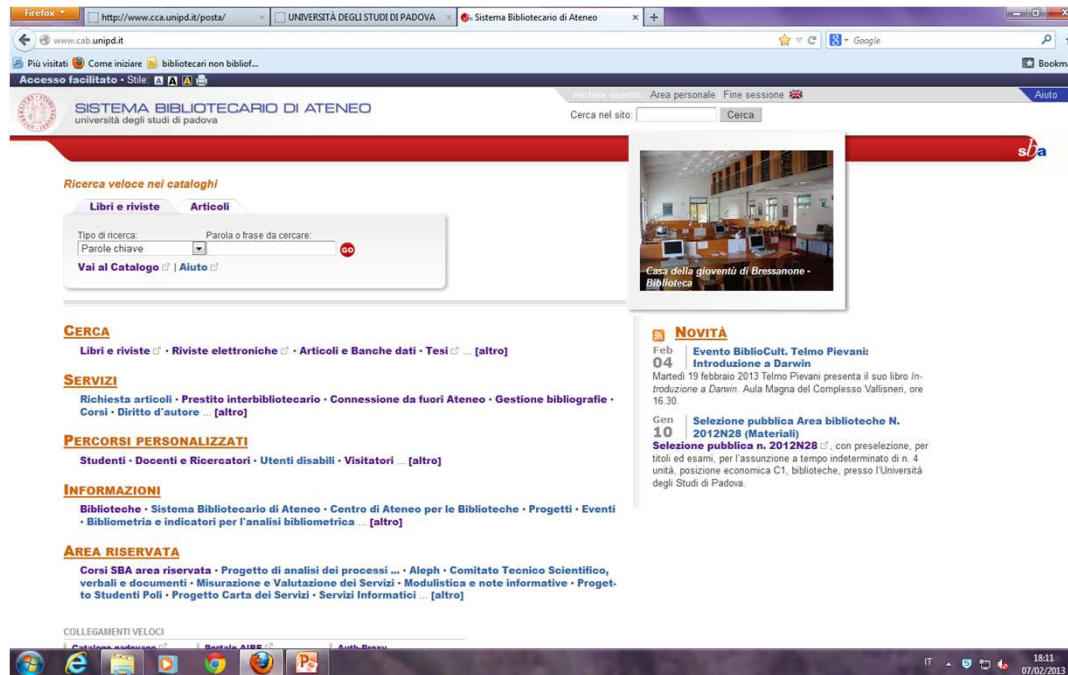
Today we will see how to:

- search resources available at Padua University libraries and locate them;
- have access to the library services like document delivery, off-campus access, bibliographic management...



All Padua University libraries belong to the **University Library System** (*Sistema bibliotecario di Ateneo* = SBA) which coordinates libraries' main activities and services.

<http://www.cab.unipd.it/>





- **SBA develops advanced services such as:**
 - Online Public Access Catalogue (*OPAC*);
 - Access to scientific databases;
 - Availability of electronic journals;
 - Inter-library loan and Document delivery service;
 - Bibliographic management (*RefWorks*);
 - Off-campus access to the library resources (*auth-proxy*);
 - Introduction courses and personal reference.



Padua University Library system has chosen an organisation by network of libraries (*POLI*) according to the different scientific areas.

The network of **Social Sciences Libraries** is called *Polo di Scienze sociali* and includes the following libraries:

- Biblioteca di Scienze Politiche - Political Sciences Library
- Biblioteca di Diritto Comparato - Comparative Law Library
- **Biblioteca di Scienze Statistiche - Statistical Sciences Library**
- Centro di Documentazione Europea - European Documentation Centre
- Biblioteca di Geografia - Geography Library
- Biblioteca di Scienze Economiche - Economics Library
- Emeroteca del Polo di Scienze Sociali - Social Sciences Journal Library



Visit the website of [Statistics Library](#) and discover all the services reserved to you!

Università degli Studi di Padova
Biblioteca della Facoltà di Scienze Statistiche
Via Cesare Battisti, n.241/243 - 35121 PADOVA - tel. 049/8274107 - fax 8274100
bibstat@stat.unipd.it

Orario della biblioteca
da lunedì a venerdì **8.00-18.00**
sabato chiuso

I servizi della biblioteca, informazioni, prestito, fotocopie...saranno sospesi 15 minuti prima della chiusura

- **Informazioni generali:** regolamento, patrimonio librario, raggiungere la biblioteca, mappa biblioteca, depliant biblioteca, il personale
- **Cataloghi:** della biblioteca, italiani e stranieri
- **Servizi al pubblico:** consultazione, prestito locale e interbibliotecario, fornitura di articoli, corsi agli utenti **NEW**
- **Servizio Centralizzato per il Prestito Interbibliotecario di Ateneo:** Ufficio Centrale, informazioni per gli utenti interni e per le biblioteche esterne, elenco biblioteche cooperanti
- **Guida** alla ricerca di libri, articoli di riviste, tesi
- **Siti Web:** di interesse statistico, economico, demografico e giuridico
- **Pagine utili** elenchi telefonici, autobus PD, orario treni
- **Libri** aree tematiche, piano di classificazione
- **Dati statistici:** in formato elettronico, siti consigliati
- **Riviste** elenco correnti e cessate, fascicoli doppi, fornitura articoli, riviste in linea
- **Tesi** catalogo in linea tesi, link consigliati
- **Banche dati** dell'Ateneo e quelle consultabili in biblioteca
- **Ricerca veloce** con "Cerca la citazione" 
- **Portale AIRE** è il nuovo servizio del SBA che offre un punto di accesso facile e veloce a risorse elettroniche selezionate (banche dati, cataloghi, eBooks, periodici, portali tematici, multimedia, tesi, E-prints.
- **Accesso al portale della biblioteca digitale** (luglio 2012)



How can I access a SBA library?

- In some libraries you are requested to leave your **university card** at the information desk - in order to enter and to have access to all of the documents.
- Most of library material is available on open shelves, but there can be collections not immediately accessible to the public.
- In all the libraries you are requested to show your university card in order to borrow books.

■ What can I find in my library?

Printed material

- Books
- Journals
- Newspapers
- Encyclopaedias
- Cartographic material
- Dictionaries

Electronic material

- E-journals
- E-books
- Databases
- CD/DVD's

■ What can I do in my library?

- **search** the online catalogues for books, journals and other materials;
- ask the librarians for **assistance**;
- **photocopy** part of the library materials in accordance with copyright regulations;
- **use PC** to search bibliographic databases, check your email and surf the web (ask an account at the information desk!)

The main tools for the bibliographic search are:

- **Catalogs:** A list of the documents **possessed** by one or more connected libraries, containing information about the physical location of the documents and much more;
- **Data Bases:**
 1. Bibliographic databases: organized digital collections of references to academic literature, especially journal and newspaper articles (e.g. [Scopus](#) and [Web of Science](#));
 2. Full-text databases: collections where you can find the whole text of the document you are looking for (e.g. [Population Index](#) or [EconLit](#)).



OPAC (Online Public Access Catalog)

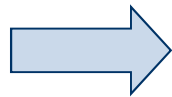
- It is the comprehensive catalog of books, journals, e-books and e-journals possessed by the [Library System of Padua](#): all the Padua University libraries together with the main libraries of the city of Padua.
- It is used to locate and retrieve a document.
- It is free and it can be accessed by everyone.

Pay attention! You can't reach single articles through OPAC: for that kind of documents you need to search databases.



- You can search the [OPAC](#) through different strategies:
 - ❑ Basic search
 - ❑ Search by fields
 - ❑ Advanced search
 - ❑ Search by lists

Catalogo Generale: **Ricerca semplice** [Cambia catalogo...](#)



Campo da ricercare	Digita parola o stringa
Parole chiave	genetica e genomica
Parole del Titolo	<input type="button" value="Vai"/> <input type="button" value="Pulisci"/>
Titolo esatto (senza articolo)	
Autore	
Soggetto	
Tipo di materiale	
Monografia	

A **basic search** offers you the possibility of choosing:

- The field that you want to search
- The kind of publication that you want to find



Catalogo Generale: Altre ricerche » Campi [Cambia catalogo...](#)

Campi Avanzata Liste Cataloghi CCL

Autore

Titolo esatto (senza articolo)

Parole del titolo

Anno

Editore

Filtra i risultati per:

Tipo di materiale

Lingua

Dall'anno all'anno

Se non conosci l'anno esatto, inserisci un ? per il troncamento

Biblioteca o Polo

The **search by fields** gives you the possibility of:

- Searching different fields of the catalog simultaneously
- Filtering the results you've found out

Retrieve it! You can see which **libraries** possess the document,

Catalogo > Catalogo Generale > Risultati ricerca > Formato completo del record > Posseduto Indietro

1: *Genetica generale / Gianni Barcaccia e Mario Falcinelli*

✓ Clicca su "Richiesta" per prenotare il documento, su "Espandi" per vedere il record completo.

Mostra solo:

▶ Anno Tutti ▶ Volume Tutti ▶ Biblioteca Tutte ▶ Nascondi libri a prestito Vai

◀ Precedente Successiva ▶

Prestito	Descrizione	Polo/Biblioteca	Collocazione	Status	Disponibilità *	Richieste	AIRE
Richiesta Espandi		Biblioteca Circolante ESU	SC.-174.1	Prestabile	A scaffale		
Richiesta Espandi		Polo di Legnaro Biblioteca Pietro Arduino del CIS di Agripolis	575.1.BAR.1	Prestabile	22/07/08		
Richiesta 1 v. Espandi		Polo di Legnaro Biblioteca Pietro Arduino del CIS di Agripolis	M.575.1.BAR.1	Prestabile	12/06/08		
Richiesta 1 v. Espandi		Polo di Legnaro Biblioteca Pietro Arduino del CIS di Agripolis	ARM.575.1.BAR.1	Prestito breve (festivo)	A scaffale		
Espandi		Polo di Scienze Biblioteca Biologico-Medica del CIS Antonio Vallisneri	Didattica 1.V.A	Non prestabile	A scaffale		

◀ Precedente Successiva ▶

the **location** and the **availability** of the document.



- You have the possibility to retrieve printed documents in different ways:
 - By a **local loan** (only for books).
 - By **photocopying** (remember that according to the law you can photocopy only 15% of a book).
 - By asking for the service of **document delivery**, if you need an article published in an academic journal not owned by SBA libraries.
 - By the service of **Interlibrary loan** (only for books), if the book you're looking for is not present in SBA libraries.



Book loan

- The loan is personal and you'll be asked to show your student card.
- Max number of volumes: **10** (this number refers to the whole *Polo di Science sociali*, not to the single library)
- Max loan term: **30 days**

Renewals and reservations (via OPAC)

Clicking on [La mia tessera della biblioteca](#) (authentication), you can renew online the loan of not reserved books up to 5 times. You can also reserve a borrowed book. When the volume will come back, you will be notified.

Documents excluded from the loan

- journals (periodicals, magazines, newspapers...)
- works printed before 1900, rare books, fine or in poor condition...
- consultation documents (encyclopedias, dictionaries, etc..)



If the catalog search brings you to an e-journal or an e-book...

Choose format: [Standard format](#) [Catalog card](#) [Citation](#) [Name tags](#) [MARC tags](#)

Record 1 of 1 [Previous Record](#) [Next Record](#)

ACNP	Title	Land Economics
SBN	Publication	Madison, Wis. : University of Wisconsin Press
	Electronic resource	Rivista elettronica
	CaPerE Subject	Business, economia e gestione - Economia Scienze agrarie - Colture biologiche, sviluppo rurale e agricoltura sostenibile
	Electronic Location	AireGo
	ISBN	--26019201-
	ISSN	0023-7639 1543-8325
	Material Type	Rivista elettronica Rivista

... you can get the full-text by clicking on button





- **AireGo** bottom displays a list of advanced services for your resource: not only the access to the full-text, but even the *Impact factor* of the journal, document delivery, bibliographic management, google scholar...

The screenshot shows the AireGo interface for the journal 'Land Economics [0023-7639]'. The header includes the AireGo logo and the text 'Accesso Integrato Risorse Elettroniche'. Below the header, there is a navigation bar with 'Servizi disponibili' and a language dropdown set to 'English'. The main content area is divided into several sections:

- Full Text:** Two options are listed: 'Full text available via Business Source Premier' (available from 1965 volume: 41 issue:1) and 'Full text available via Highwire Press University of Wisconsin Press' (available from 2001 volume: 77 issue:1).
- Holding information:** 'Holdings in Catalogo del Sistema Bibliotecario Padovano'.
- Citation information:** 'This journal in JCR - Journal Citation Report' and 'This journal in SJR - Scimago Journal Rank'.

A 'More Options' dropdown menu is visible at the bottom of the interface.



The Digital Library of Padua

BDP ([Biblioteca digitale Padova](#)) provides you with a single access point to all the electronic resources & the related services of UNIPD libraries.

If you are looking for scientific articles, databases, digital collections, thesis... this is the right starting point!





Try the [CERCAFACILE](#) (easy-search) service of BDP.
It's the easiest way to find an electronic resources.
Are you looking for articles about *statistics of corruption*?
Select the bibliography field, then the disciplinary area and
finally digit one or more key-words.

Il Cercafacile



Libri e riviste Ebooks, EjournalS Citazioni **Bibliografia** Tesi Collezioni digitali

Scelgli l'area disciplinare di tuo interesse dal menù a tendina

Area disciplinare:

Parola o frase da cercare: Cerca Pulisci



- If you want to see all the resources selected by the Library system for single disciplinary areas, use “Scaffale delle risorse” (Resources shelf).
 - *Current Index to statistics, Popline, Population Index, Current Contents, Econlit...* check every statistics resource and find the most useful for your work.
-



You can even search the two Istitucional repository of Padua University:

- [Padua@thesis](#), for degree thesis;
 - [Padua@research](#), for PhD thesis and documents originated by the scientific activity of teaching staff and researchers who belong to our University.
-



Services for academic research

Information on evaluation research (VQR), self archiving, Open access, bibliometric indicators (like *Impact factor* and *H-index*) can be found in the BDP website, area

[Per chi pubblica.](#)

For english material, take a look at:

<http://polodiscienze.cab.unipd.it/infolitbio2012>



Did you find interesting articles through Padua Digital Library? You don't need to be on-campus to download their full-text.

With the [auth-proxy](#) service you have access to the electronic resources even off-campus, from Italy and abroad.



You are just requested for an institutional email address, like *@studenti.unipd.it* or *@unipd.it*.

But please fulfil the [use policy](#)!

If these conditions are violated, publishers can prevent access to the resources of the entire community of users of the University.



Document Delivery

An article held your interest but it was published in a journal **not owned by our University**? Ask to Statistics Library a Document delivery service.

You can make the request by filling out the [online form](#), up to **a maximum of 3 articles** per week. For copyright reasons you will receive the print version (not a file!)

Waiting period may vary, depending on the provider libraries. Statistics library staff will promptly notify you when the document arrives.



Are you working on your PhD dissertation or on a paper? Problems with the setup of your references?

RefWorks is a online bibliographic manager designed to help researchers at all levels easily gather, organize, store and share all types of information and to instantly generate citations and bibliographies.



Take a look to RefWorks [tutorials](#) and [FAQs](#).

It's easy to use and it can really simplify your work, with advanced services like:

- export research data from hundreds of different databases;
 - import web page bibliographic information;
 - insert citation text directly in your work sheet;
 - generate bibliographies choosing between hundreds of citation styles.
-



Copyright

Troubles with copyright regulation? Do you want to learn more about Creative Commons licenses?

You know that in the digital era it is more and more important to be familiar with your rights both as author and as user.

Visit the [copyright pages of SBA](#) for documentation, useful links and news. You will discover how scientific dissemination can coexist with the respect of copyright.

Troubles with the Library system resources & services?
 Send an email to PDB [help desk](#) or check the [list of courses](#) and training classes that librarians regularly hold.

Selezioni l'area disciplinare d'interesse per visualizzare il calendario dei corsi

Area d'interesse

13/02/2013: può iscriversi ai seguenti Corsi SBA che hanno posti liberi

Posti liberi	Iscrizione	Titolo	Descrizione	Luogo	Orari
0		Infodoc. Servizi e risorse della biblioteca. (English version)	I modulo del percorso per i dottorandi stranieri di Scienze Statistiche	Scienze Statistiche - Santa Caterina Aula ASID 15	10.30-12.30
0		Infodoc. Citazioni e bibliografie. (English version)	Il modulo del percorso per i dottorandi stranieri di Scienze Statistiche	Scienze Statistiche - Santa Caterina Aula ASID 15	9.00-10.30
0		Infodoc. Citazioni e bibliografie.	III modulo del percorso per i dottorandi di Scienze Statistiche	Scienze Statistiche - Santa Caterina Aula ASID 15	14.30-16.00
11		ABC DELLA RICERCA	Competenze informative e ricerche bibliografiche per la tesi di laurea	Facoltà di Scienze Politiche, via del Santo, 28, AULA ADI - Aula didattico-informatica di Facoltà	10.30-12.30
5		REFWORKS. Gestire online la bibliografia.	Come salvare, organizzare e formattare le proprie citazioni con RefWorks. (1° turno)	Biblioteca E. Anichieri, via del Santo 28, Sala Acquario	10.00-11.00
7		REFWORKS. Gestire online la bibliografia.	Come salvare, organizzare e formattare le proprie citazioni con RefWorks. (2° turno)	Biblioteca E. Anichieri, via del Santo 28, Sala Acquario	11.30-12.30
17		ABC DELLA RICERCA	Competenze informative e ricerche bibliografiche per la tesi di laurea	Facoltà di Scienze Politiche, via del Santo, 28, AULA ADI - Aula didattico-informatica di Facoltà	10.30-12.30
10		I CATALOGHI E IL WEB	Laboratorio Intermedio 1	Biblioteca E. Anichieri, via del Santo 28 - Sala Acquario	14.00-16.30
10		AIRE il portale delle risorse elettroniche	Laboratorio Intermedio 2	Biblioteca E. Anichieri, via del Santo 28, Sala Acquario	14.00-16.30
10		BANCHE DATI E RISORSE WEB per le scienze politico-sociali	Laboratorio Avanzato	Biblioteca E. Anichieri, via del Santo 28, Sala Acquario	14.00-16.00



Reference service

Are you writing your PhD dissertation or an research article? SBA also offer to you a personal reference service: professional librarians provide you with direction to library collections and expertise on multiple kinds of information from multiple sources.

Just schedule an appointment!



So...

See you soon at Statistics library
and all the Social science libraries

