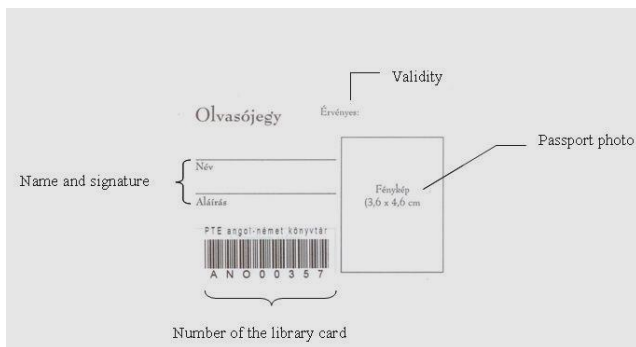


LIBRARY SERVICES

REGISTRATION

You can have yourself registered to the University Library (UL) for the first borrowing at the circulation desk. Please, bring your **ID-card** or passport, your **certificate of registration**, and a **passport photo** with you. The library card is valid for one year.



SEARCHING & BORROWING

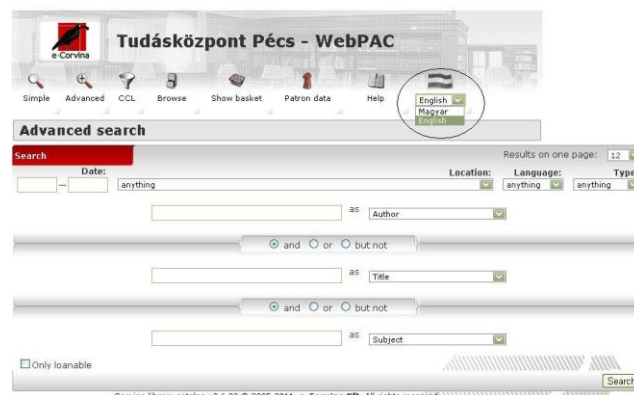
SEARCHING

The online catalogue (OPAC) can be found on the following webpage:

<http://www.lib.pte.hu/en/catalogs> → „Összetett keresés”



The language of the online catalogue can be changed to English.



BORROWING RULES

Borrowing is only possible with a valid library card. Normally the lending period is one month. In case of media units of high use the lending period may be shortened for 7 days. The lending period is marked on the deadline note found in the back of the borrowed book.

Basic information related to borrowing:

- (A) Maximum number of borrowed media units
- (B) Lending period (expressed in months)
- (C) Maximum number of renewals

	A	B	C
Students at UP	10	1	2
Ph.D.-Students at UP	15	1	2
Lecturers at UP	20	3	3
Other Members	10	1	2

RENEWING

The lending period can be renewed in three ways:

- (1) at the circulation desk
- (2) via e-mail: (Please, do not forget to indicate the number of your library card.)
- (3) in your user account on the catalogue webpage: www.lib.pte.hu/en/catalogs → „Olvasói Adatok”

ID number: number of your library card

Password: your date of birth MMDD

If the circulation system issues an overdue notice, you will be charged a fine. Overdue fine in case of

- (a) normal lending period: 20 HUF / day
- (b) shorter lending period (lending for 7 days): 100 HUF / day

HOLDS

Holds can be placed on borrowed media units at the issue desk.

Each reservation costs 100 HUF.

DATABASES & E-RESOURCES

Both **licensed and free databases** and **e-journals** are available for UL-Users. Please, find a systematic overview of the E-Resources on the webpage <http://lib.pte.hu/en/adatbazis>

ACCESS TO E-RESOURCES

There are some **workstations at the Library** which can be used for accessing the E-Resources. You can use your **own laptop** as well if you connect to the Internet via **Campus-WLAN**.* If you are a registered member of the UL, you can connect to the campus network even from your home with a proper proxy-setting and with the help of your **valid library card**.

UL-Proxy:

<http://dbproxy.lib.pte.hu/db.pac>

* A valid EHA-code is necessary.

PHOTOCOPYING & CO.

There is a photocopier available for self-service in the Library. Copies can be used **only for private purposes**. You can have documents and files scanned or printed out respectively at the service desk (or in the computer room).

Fees:

COPYING/PRINTING (BLACK & WHITE)	A4	10 HUF/Page
	A/3	15 HUF/Page
SCANNING		100 HUF/Page
DIGITAL PHOTOS		100 HUF/Photo
PHOTO TICKET *		500 HUF/Day

CLOAKROOM

In the **staffed central cloakroom** of the central building your coats and bags can be stored securely. The service is free of charge.

There are **smaller cloakrooms** in the specialized libraries as well but they have limited capacity. These cloakrooms are not staffed and are monitored only partly by video camera. Therefore **the Library cannot accept responsibility for your personal belongings and valuables**.

Your own books can be brought with you to the Library as well; however, they should be **showed to the Librarian** at the circulation desk. **Laptops** can be brought to the Library – but due to security issues – only **without bags or cases**.

Food and drink shall not be consumed in the Library. **Only water** in transparent bottles can be brought into the Library.



FACULTY LIBRARY OF HUMANITIES AND SCIENCES

Location: 7624 Pécs, Ifjúság u. 6.

Phone: +36 72 501-600 / 24154

E-mail: btktk.konyvtar@lib.pte.hu

Opening hours:

Monday – Friday 8.00 a.m. – 8.00 p.m.

Saturday 8.00 a.m. – 4.00 p.m.

*

If you need help, send a message to Tímea Berényi Nagy, a doctoral student of the Doctoral School in Linguistics at [<berenyitimi@gmail.com>](mailto:berenyitimi@gmail.com)

UNIVERSITY OF PÉCS



UNIVERSITY LIBRARY

GENERAL INFORMATION

FINDING BOOKS, ARTICLES & MORE.

* It enables you to take photos of media units, but only for private purposes.