

# How to... University Library



Photo: TU Chemnitz/ Wolfgang Lambrecht



## Where may I find the University Library?

- Straße der Nationen 33 („Alte Aktienspinnerei“)

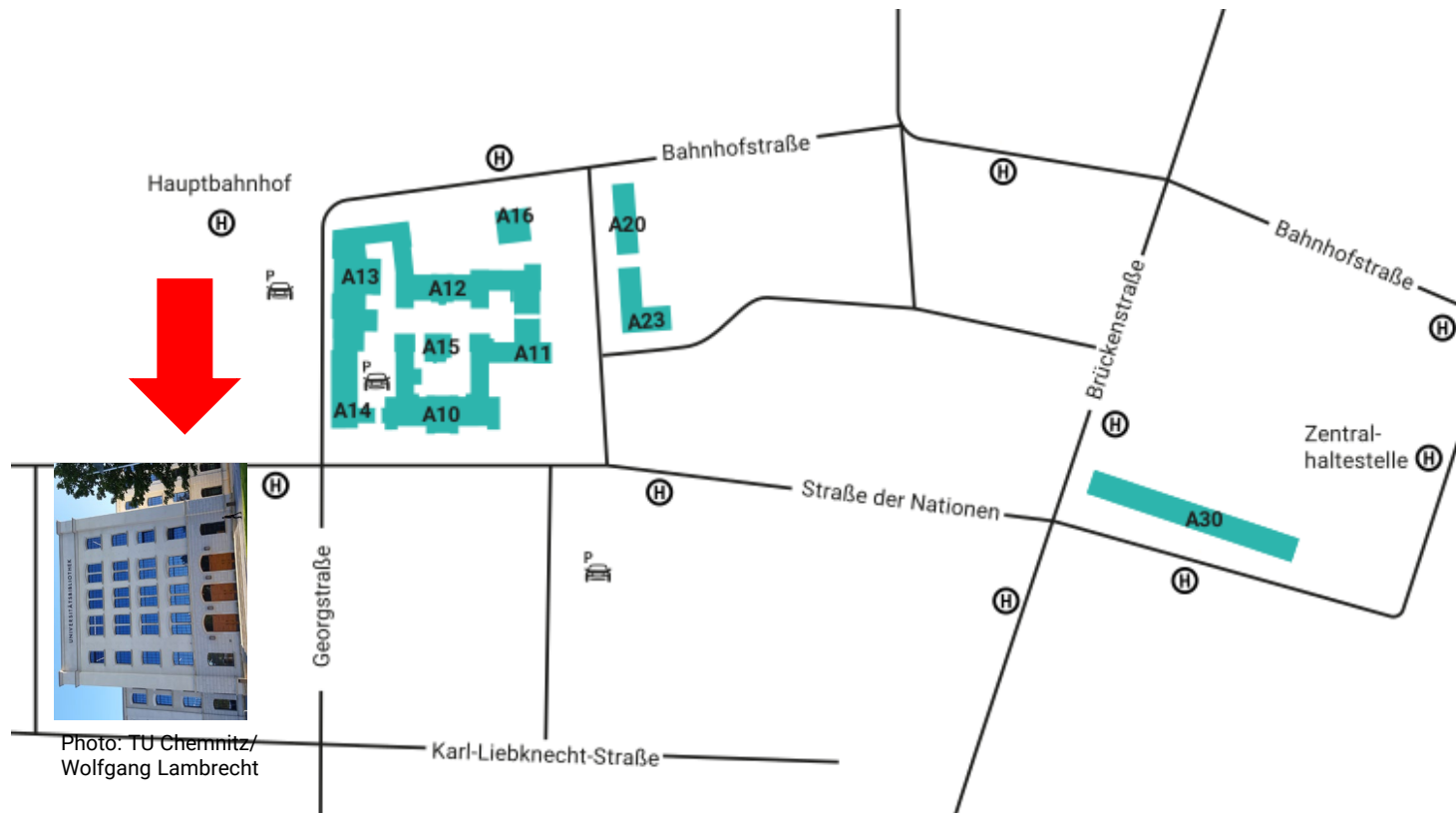


Photo: TU Chemnitz/  
Wolfgang Lambrecht



## How may I register at the University Library?

- By your **student identity card** („TUCcard“)
- Let it „activate“ at the lending desk (1st level) (bring your identity card with you!)



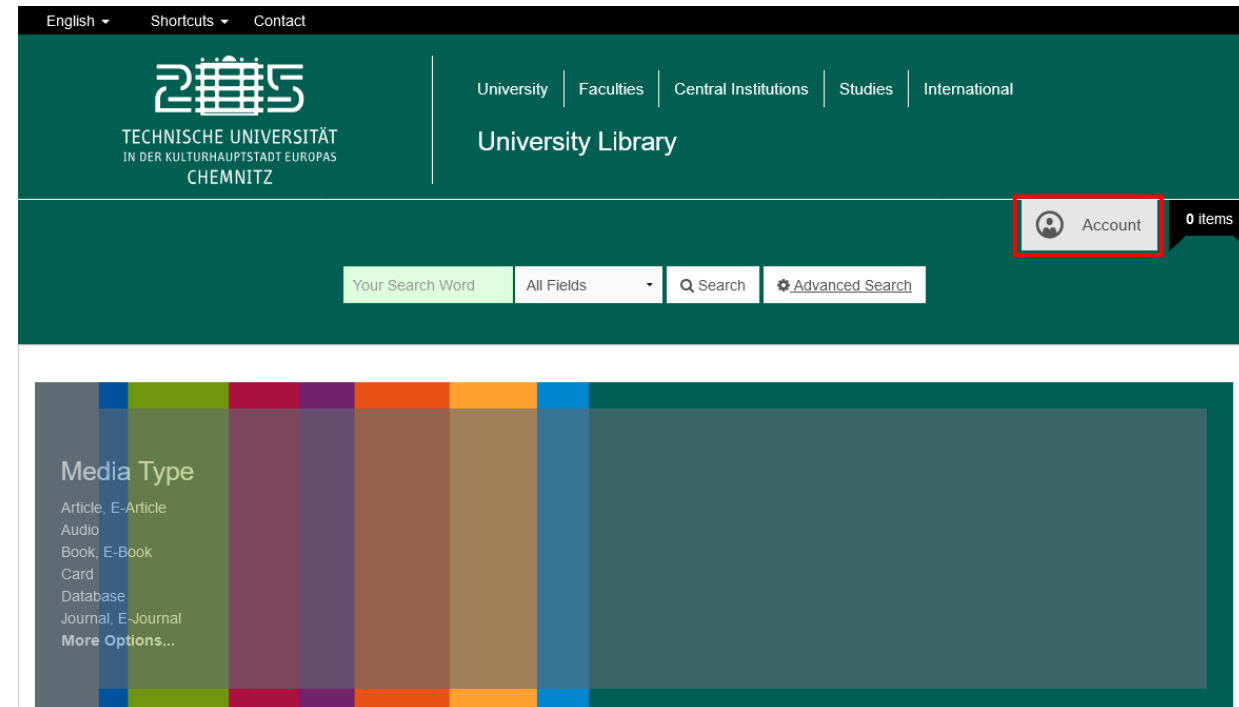
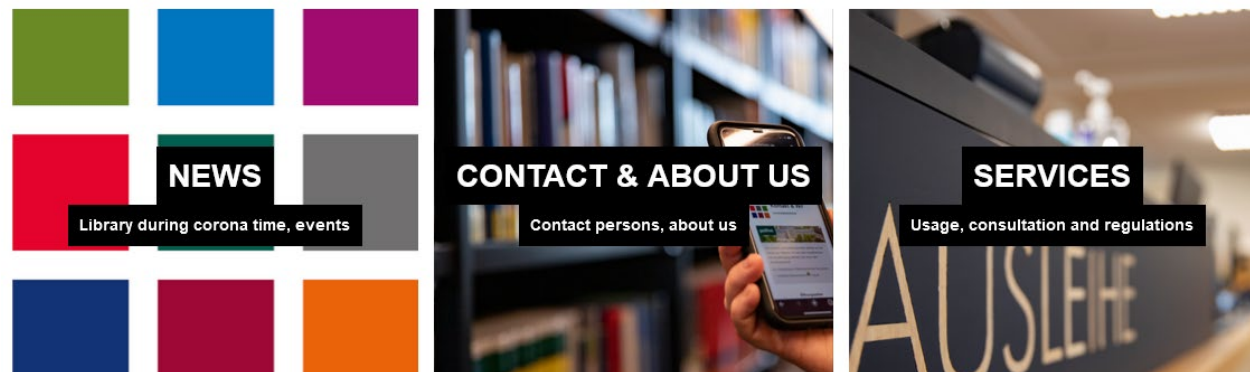
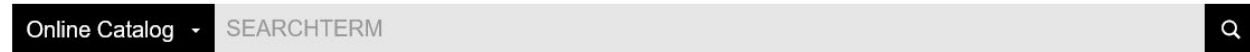
Photo: TU Chemnitz/ Wolfgang Lambrecht



## What is the user account and where may I find it?

- By registration an **online-„user account“** is activated
- It may be accessed i.a. via the homepage of the Library resp. via the online catalog

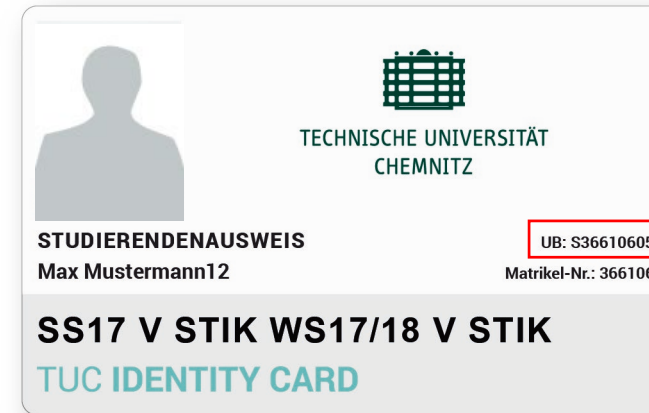
TU Chemnitz → University Library





## How may I log in my user account?

- You log in your user account by:
  - user number (on your TUCcard)
  - password (by default date of birth DDMMYY, may/ should be individualized in the user account)



### Login

To log in you need to type your user number. The standard password is your birthdate (DDMMYY).

User ID:

Password:

Login

[Login help](#)



## How may I find media required (book, journal etc.)?

- Via the **online-catalog** of the University Library
  - simple search: entry of search term(s) in „search slot“
  - advanced search: search according to specific parameters (i.a. title, author)

The screenshot shows the homepage of the University Library. At the top, there is a navigation bar with 'English', 'Shortcuts', and 'Contact'. Below this is the university logo and name. A search bar is prominently displayed with a placeholder 'Your Search Word', a dropdown menu set to 'All Fields', a search button, and a link to 'Advanced Search'. Below the search bar, there is a 'Media Type' section with a list of options: Article, E-Article, Audio, Book, E-Book, Card, Database, Journal, E-Journal, and More Options...

The screenshot shows the advanced search interface. It features a navigation bar with 'University Library' and various department links. A dropdown menu is open, showing search fields such as Title, Person / Institution, Subject, Series, Publisher, Place of Publication, Year of Publication, ISBN / ISSN, Table of Contents, RVK Notation, Call Number, Barcode, and All Fields. The 'All Fields' option is highlighted. Below the dropdown, there are three search term input fields, each with a 'Suchtyp:' dropdown menu set to 'All Fields'. There are also buttons for '+ Add Search Field', '+ Add Search Group', 'Clear', and 'Search'.





## How may I limit my research results on electronic media (e-books, e-journals)?

- Go to „Refine my Results“ (left bar), tick „Online Resources“/ „Open Access“

The screenshot displays a search results page with a left sidebar for refining results. The sidebar has a red box around the 'Refine my Results' header and another around the 'Access' section where 'Online Resources' and 'Open Access' are checked. The main content area shows search results for 221-230 items out of 3,475. Two results are visible: an 'Open Access' article and an 'online resource' book. Both results have 'Add to Book Bag' and 'Favorite' options.

**Refine my Results**

Remove Filters

Access: Online Resources x

OR Access: Open Access x

**Access** ▲

Online Resources

Open Access

Local Holdings 8 x

**Media Type** ▲

Article, E-Article 2,902 x

Book, E-Book 528 x


Proceeding 44 x

Showing 221 - 230 results of 3,475, Query Time: 2.82s

Results per Page 10 [refresh]


Sorted by Title [refresh]

Select Page | Selected: Mail Export Print Save Add to Book Bag

221  Open Access

Axiologization of the content of training of future experts in the school-higher education institution-production system by Anufrieva, Iuliia Published in MATEC Web of Conferences (2018) [Get additional information online](#)

**E-Article Available**

222  online resource

The bail book: a comprehensive look at bail in America's criminal justice system by Baughman, Shima Baradaran published 2018

**Table of Contents:** "... -- Individual and societal costs of pretrial detention -- Race and bail in the criminal justice system -- Bail..."

[Full Text](#)

**E-Book Available**

+ Add to Book Bag ★ Favorite



## How may I limit my search results on printed media (books, journals)?

- Go to „Refine my Results“ (left bar), tick „Local Holdings“

### Refine my Results

**Remove Filters**

Access: Local Holdings ✕

**Access** ▲

Online Resources 3,475 ✕

Open Access 1,264 ✕

Local Holdings

**Media Type** ▲

Book, E-Book 8 ✕

Thesis 3 ✕

Showing 1 - 8 results of 8, Query Time: 2.26s

Results per Page 10 ↕ ↻

Sorted by Title ▼ ↻

Select Page | Selected: Mail Export Print Save Add to Book Bag

1



Contributions to the development of automobile electrical power system

by Kristiansson, Urban  
published 1994

"...Technical report / Chalmers University of Technology, School of Electrical and Computer..."

**Collection**

Open shelves

**Call Number**

ZN 2200 174 kri

Book Thesis Available for Loan

+ Add to Book Bag

★ Favorite

👤 View Context:

Chalmers tekniska högskola:

Doktorsavhandlingar vid

Chalmers Tekniska

Högskola

👤 View Context:

Chalmers tekniska

högskola: Technical re-


port




## How may I get access to electronic media (e-books, e-journals)?



- Click on the title-hyperlink of the elaborate required

222  **The bail book: a comprehensive look at bail in America's criminal justice system** + Add to Book Bag  
 by Baughman, Shima Baradaran ★ Favorite  
 published 2018  
**Table of Contents:** "... -- Individual and societal costs of pretrial detention -- Race and bail in the criminal justice **system** -- Bail..."  
[Full Text](#)  
E-Book Available

- Click on „Full Text“ on the bottom of the subsequently opening page (from beyond the University via VPN-service only!)

The bail book: a comprehensive look at bail in America's criminal justice system  online resource

<b>Authors and Corporations:</b>	Baughman, Shima Baradaran (Author)
<b>Title:</b>	The bail book: a comprehensive look at bail in America's criminal justice system/ Shima Baradaran Baughman, University of Utah School of Law
<b>Media Type:</b>	E-Book
<b>Language:</b>	English
<b>published:</b>	Cambridge Cambridge University Press 2018
<b>Subjects:</b>	Arrest > United States Bail > Social aspects > United States Bail > United States Bail ; United States Bail ; Social aspects ; United States Arrest ; United States
<b>Source:</b>	Verbunddaten SWB

Holdings Description

Internet

[Full Text](#)



## How may I get access to printed media (books, journals)?

- Observe „Collection“/ „Call Number“!

□ 11



local holding

80 Jahre Schweißtechnik in Chemnitz: Festschrift;

Ausbildung und Forschung

published 2002

Subjects: "... Festschrift ..."

+ Add to Book Bag

★ Favorite

Collection	Call Number
Magazin - Bereitstellung am folgenden Öffnungstag	0846428
Open shelves	ZM 8420 che
Magazin - Bereitstellung am folgenden Öffnungstag	744787
Non-circulating open shelves	ZM 8420 che

Book

Commemorative Publication

Available for Loan



## What is the difference between open shelves and closed stacks with regard to printed media?

- Open shelves = is situated in openly accessible shelves (ground floor – 3rd level)
  - available for loan: may be borrowed and taken at home
  - non-circulating/ in Library use only: may exclusively being used on-site (copying/ scanning by devices on-site generally allowed)
- Closed stacks = is situated in non-openly accessible shelves
  - is provided by Library staff member on online-order
  - may be collected at the lending desk (1st level) on the next opening day in general



Photos: TU Chemnitz/ Wolfgang Lambrecht





## How may I order printed media?

- Click on the title-hyperlink of the elaborate required



11  local holding
   
80 Jahre Schweißtechnik in Chemnitz: Festschrift; Ausbildung und Forschung
  
 published 2002
   
 Subjects: "... Festschrift ..."
   

 + Add to Book Bag
   
 ★ Favorite

- Open shelves = submit an online-order or take it from the shelves (observe call number!) and borrow at lending desk/ at self-checkout stations (1st level)
- Closed stacks = submit an online-order and collect at the lending desk (1st level) in general on the next opening day

Holdings
Description

Universitätsbibliothek

<div style="background-color: #2e7d32; color: white; padding: 2px; text-align: center;">Available</div>	<div style="background-color: #ccc; padding: 2px; text-align: center;">Order</div>	<p><b>Barcode:</b> 000000064122</p> <p><b>Call Number:</b> 0846428</p> <p><b>Collection:</b> Magazin - Bereitstellung am folgenden Öffnungstag</p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• Nicht ausleihbar</li> </ul>
<div style="background-color: #2e7d32; color: white; padding: 2px; text-align: center;">Available</div>	<div style="background-color: #ccc; padding: 2px; text-align: center;">Order</div>	<p><b>Barcode:</b> 000000064123</p> <p style="border: 1px solid red; padding: 2px;"><b>Call Number:</b> ZM 8420 che</p> <p><b>Collection:</b> Freihand </p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• Verfügbar</li> </ul>
<div style="background-color: #2e7d32; color: white; padding: 2px; text-align: center;">Available</div>	<div style="background-color: #ccc; padding: 2px; text-align: center;">Order</div>	<p><b>Barcode:</b> M:744787</p> <p><b>Call Number:</b> 744787</p> <p style="border: 1px solid red; padding: 2px;"><b>Collection:</b> Magazin - Bereitstellung am folgenden Öffnungstag</p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• Verfügbar</li> </ul>
<div style="background-color: #2e7d32; color: white; padding: 2px; text-align: center;">Available</div>	<div style="background-color: #ccc; padding: 2px; text-align: center;">Order</div>	<p><b>Barcode:</b> S4:744788</p> <p><b>Call Number:</b> ZM 8420 che </p> <p><b>Collection:</b> Freihand nicht ausleihbar</p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• Präsenz</li> </ul>



## For how long may I borrow printed media from the collections of the University Library? Is it charged?

- Borrowing/ usage of media from the collections of the University Library is **free of charges**.
- Lending delay: **4 weeks** (precondition: „Available for Loan“)
- Lending extendable (in case of no reservation submitted by other user)

□ 11



local holding

80 Jahre Schweißtechnik in Chemnitz: Festschrift;  
Ausbildung und Forschung

published 2002

Subjects: "... Festschrift ..."

+ Add to Book Bag

★ Favorite

Collection	Call Number
Magazin - Bereitstellung am folgenden Öffnungstag	0846428
Open shelves	ZM 8420 che
Magazin - Bereitstellung am folgenden Öffnungstag	744787
Non-circulating open shelves	ZM 8420 che

Book

Commemorative Publication

Available for Loan



## What may I do if I do not get access to an electronic medium required?

- In case that you are accessing from beyond Chemnitz University of Technology: Check whether you have downloaded and activated the **VPN-Client**.

### The VPN Service of the University Computing Centre

VPN stands for **Virtual Private Network** und enables for a secure connection via insecure networks.

VPN Service **VPN via Client** VPN via Web Browser

#### VPN via Client

Here you find instructions for setting up VPN on the different platforms.

- ▼ Windows 10
  - ▼ Classical Installation using the downloaded Installation Package
  - ▼ Installation using the Web Browser
- ▼ Linux
  - ▼ Cisco Anyconnect Secure Mobility Client
  - ▼ Openconnect
- ▼ Mac OS
  - ▼ Cisco Anyconnect Secure Mobility Client (from Mac OS 10.14)
- ▼ iPhone/iPad
  - ▼ Cisco Anyconnect Secure Mobility Client
- ▼ Android
  - ▼ Cisco Anyconnect Secure Mobility Client
- ▼ Usage Instructions Cisco Anyconnect Secure Mobility Client



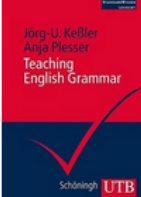


## What may I do if the printed medium required is already borrowed?

- You may submit a **reservation** online and collect the medium subsequent to expiry of lending delay (you will receive a respective notice via email)

Teaching Grammar

<b>Authors and Corporations:</b>	Keißler, Jörg-U. (Author), Plesser, Anja (Author)
<b>Title:</b>	Teaching Grammar/ Jörg-U. Keißler; Anja Plesser
<b>Media Type:</b>	Book





local holding

Holdings Description

Internet

Klappentext  
Inhaltstext, Verlag

Universitätsbibliothek

Ausgeliehen	Due: 12.12.2022  Recall this	Barcode: 000000233541
		Call Number: HD 196 kes
		Collection: Freihand 
		Notes:
		• Ausgeliehen



## What may I do if the medium required does not belong to the collections of the University Library?

- You may order the medium required by **„interlibrary loan“**
  - fill in the online interlibrary loan request form
  - charges per request: 1.50 Euro
  - delay of delivery: up to 10 working days (notice via email)
  - lending delay: is determined by the lending library (the University Library has no influence on it!)

Physical type \* Original Copy

Title of journal / title \*

Creator / editor

ISBN / ISSN

Publisher

Year of publication

Add a note

Other edition



## Where may I search online in case I have got further questions?



- Please visit our FAQ-area (via button „information for first-year students“ on the homepage of the University Library) ...

Please note that this FAQ-catalogue applies to the University Library in standard operation. Due to the current situation with regard to the Corona-Virus, short-term changings, particularly concerning opening hours and operation processes, may emerge. For this reason, we would like to ask you to keep yourself on the run by continuous visit of the category "[News](#)" at our website.

[University Library in general](#)   [Registration](#)   [Searching](#)   [Borrowing](#)   [Interlibrary Loan](#)   [Offers/ Services](#)

### University Library in general

- + What is the University Library?
- + Where do I find the University Library?
- + What does the University Library offer to me?
- + Who is entitled to make use of the University Library?
- + When may I make use of the University Library?
- + In which respects, the University Library may assist me?
- + How may I acquire further information regarding the University Library?
- + To whom I may address if I have further questions regarding the University Library?



## To whom may I address in case I have got further questions?

- ... address to us directly!

Chemnitz University Library

Straße der Nationen 33

Phone: 0371-531-13180

Email: [service@bibliothek.tu-chemnitz.de](mailto:service@bibliothek.tu-chemnitz.de)

