

USEFUL LIBRARY TIPS

LOAN RENEWAL

| you **can renew** documents:

- using My account in the online catalogue
- by phone (see the contacts)
- by email knihovna@vsb.cz
- (in person) in the library

| you **can't renew**:

- overdue items
- items on hold for other users
- when you have already renewed the item the maximum number of times

| 3 days before the end of loan period you will receive an email notification

REFERENCE MANAGEMENT TOOLS

- | Citace PRO → reference manager and citation generator, subscribed for all VSB-TUO users
- | other tools → EndNote, Mendeley, Zotero

COMPENSATORY AIDS

- | auto focus desktop camera → EKF
- | claread → Poruba, EKF and FBI (study rooms)

CASH DEPOSIT

- | charge your Services Account and use the credit to pay library fees, for copying and printing etc.
- | you can top up the credit at all library departments or online via eps.vsb.cz

CARD REVALIDATION

- | applies to Standard, ISIC, ALIVE Student & ITIC cards
- | EKF & FBI

FORGOTTEN/BLOCKED PASSWORD

- | password can be reset in all library departments
- | free of charge

OPENING HOURS & CONTACTS



CENTRAL LIBRARY IN PORUBA

17. listopadu 2172/15, Ostrava-Poruba
597 324 574 (Lending Dpt. – UK 121)
597 324 566 (Study Room – UK 219)

PORUBA	LENDING DPT.	STUDY ROOM
Mon–Wed	8:00–17:00	8:00–18:00
Thu	10:00–17:00	10:00–18:00
Fri	8:00–15:30	8:00–15:30

FACULTY OF ECONOMICS

Sokolská třída 2416/33, Ostrava-město
597 322 154 (Lending Dpt. – A 1227)
597 322 157 (Study Room – A 1305)

EKF	LENDING DPT. & STUDY ROOM
Mon–Wed	8:00–16:00
Thu	10:00–16:00
Fri	8:00–15:30

FACULTY OF SAFETY ENGINEERING

Lumírova 630/13, Ostrava-Výškovice
597 322 807 (room LB 313)

FBI	LENDING DPT. & STUDY ROOM
Mon–Wed	8:00–11:30 12:30–15:30
Thu	CLOSED
Fri	8:00–11:30 12:30–15:30

FACULTY OF CIVIL ENGINEERING

Ludvíka Podéště 1875/17, Ostrava-Poruba
597 321 334 (room A 104)

FAST	LENDING DPT. & STUDY ROOM
Mon–Wed	8:00–11:30 12:30–15:30
Thu	CLOSED
Fri	8:00–9:30



CIRCULATION SERVICES



OUT-OF-LIBRARY LOANS

- | internal student 30 items, 30 days, 2x renewal
- | int. doc. student 100 items, 60 days, 2x renewal
- | internal employee 100 items, 60 days, 5x renewal
- | external student 10 items, 30 days, 1x renewal
- | Erasmus student 10 items, 30 days, 1x renewal
- | external user 5 items, 30 days, 1x renewal

IN-HOUSE LOANS in study rooms only

WEEKEND OUT-OF-LIBRARY L. from study rooms only

ONLINE CATALOGUE



WEB

katalog.vsb.cz

SEARCH

simple and advanced, information about availability and location of documents

RENEW A LOAN

via My account after logging in

LOAN REQUESTS

for location Central Libr. Repository

RESERVATIONS

for items out on loan (5 CZK / item)

TWO BIBLIBOXES, A BOOK RETURN BOX



LOCATION

Central Library in Poruba and EKF (outside the main entrance), FBI in Výškovice (at the reception desk)

RETURNING 24/7

items will be checked out from your library account the next business day

OTHER SERVICES



E-BOOK READERS

for internal users with valid registration, available at study rooms in Poruba / EKF / FBI / FAST, free of charge

INTERLIBRARY LOAN SERVICE

request a document or its copy from another library in Czechia
→ via My account, „ILL Request“ button

MORE SERVICES

- | earplugs machine at Study Room in Poruba
- | calculators, power cords at Study Room in Poruba and EKF
- | Second chance for books – donate or take a book (Lending Department in Poruba)

INFORMATION LITERACY COURSE

- | A date with the library
- | contact: Bc. Vendula Němcová, vendula.nemcova@vsb.cz

LIBRARY COLLECTIONS



PRINTED

- | books, textbooks, conference proceedings, journals and magazines
- | theses and dissertations (Study Room in Poruba)

E-RESOURCES

- | databases via knihovna.vsb.cz/en available in Poruba, FBI and FAST
- | CZ technical standards
- | EDS EBSCO Discovery Service offers access to e-resources through a single interface → eds.vsb.cz digital repository of VSB-TUO theses and dissertations → dspace.vsb.cz
- | DSpace VŠB-TUO

PC ROOMS



PC ROOM RESERVATION IN PORUBA

- small PC room
- | 12 study places with PC
 - | connection to power and data network
 - | wi-fi
 - | projector and screen
 - | free of charge

- large PC room
- | 18 study places with PC
 - | connection to power and data network
 - | wi-fi
 - | projector and screen
 - | free of charge

How to reserve a PC room?

+420 597 324 574
knihovna@vsb.cz

REMOTE ACCESS TO E-RESOURCES

OUTSIDE THE UNIVERSITY COMPUTER NETWORK

- | via Shibboleth or Virtual Private Network – VPN
- | further information is available on knihovna.vsb.cz/en → Catalogues & Databases → Databases and E-Resources → Remote Access to E-Resources

WEB	knihovna.vsb.cz/en
E-MAIL	knihovna@vsb.cz
INSTAGRAM	instagram.com/knihovnavsb
FACEBOOK	facebook.com/knihovnavsb
BLOG	bloguk.vsb.cz