



# Where we are

The Law Library is situated on the second floor of the Law Department, via A. Pascoli, 33 - 06123 Perugia

## Hours

From Monday to Friday 8:30 am -7:00 pm Tel. 075 585.2488 Fax 075-585.2500 <u>http://www.csb.unipg.it  $\rightarrow$ </u> <u>biblioteche  $\rightarrow$  biblioteca giuridica</u>

# Disciplinary areas and collections

The Library is specialized in Italian, International and Comparative law. Books and booklets: about 105,000, including special funds from donations.

Periodicals: about 280 current titles, about 950 total titles.

## **Classification scheme**

The library material is located in open access on shelves according to a classification system of 24 sectors, each of them corresponding to a certain disciplinary area of law (civil, criminal, etc.).

## Catalogue (OPAC)

All the printed books and journals of the Library can be found using the online Catalogue of the University of Perugia

http://www.biblioteche.unipg.it/

## Databases and electronic resources

All the electronic resources in subscription or in free access can be used in the University of Perugia network, which is accessible from the Library computers or by Wi-Fi. <u>http://www.csb.unipg.it</u>  $\rightarrow$  risorse <u>elettroniche</u>

## Primo (discovery tool)

Unified access point to the bibliographic resources of the University (Opac, research archive, resources online in subscription or free).

<u>http://www.csb.unipg.it</u> → Primo

## Library Spaces

The Library is situated on two floors, also accessible by lift. The entrance to the Library is on the  $2^{nd}$  floor of the Department. It is composed of a hall for monographs, a reading room, cloak-room, reception desk, a room for study in groups (on reservation with a maximum of 10 people) and a toilet.

An internal staircase leads to the lower floor (1<sup>st</sup> floor the Department), that contains the consultation materials (codes, encyclopaedias, dictionaries) and also the current, bound and concluded journals.

In the different rooms of the Library there are about 250 seats, 6 computer workstations and 2 computer kiosks for the consultation of the catalogues and electronic resources, 5 copy machines for the photocopy self-service.

## How can I access the library?

To access the Library it is necessary to have downloaded the Unipass APP on your smartphone, to have uploaded your digital photo and be in possession of the CUA (unique credentials of the University); the institutional users get them automatically, the external users must ask for their release from the librarian operators.

#### Services for the Library users

Cloak-room, toilets, study room, study room for groups, free consultation of books and journals in a Monographs hall with spaces for reading located between the sectors, bibliographic orientation and reference service, local and interlibrary loan, supply of articles' copies, Internet access by our PC or by your devices with Wi-Fi, photocopy self-service (in accordance with copyright law).

## Wi-Fi service

The free Wi-Fi service is accessible only for the institutional users (students regularly enrolled at the University of Perugia). All other users (in agreement with other institutions or external ones) can use the computer workstations for 2 hours per day, inserting their credentials.

## Photocopy service

To use the photocopy self-service it is necessary to purchase a rechargeable card inside the Library. The empty card costs 50 cents and it can be recharged with coins (50 cents or more) or with bills (5 or 10 Euro).

Each copy costs 0,04 cents.

#### I'm not an institutional user of the Perugia University, can I access its libraries?

Anyone can request a registration for the University Library services as an "external user", submitting a request as specified in art. 2 of the Regulation of the Library services http://www.csb.unipg.it  $\rightarrow$ 

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As an "external user" you can access the libraries to consult or photocopy printed materials, borrow a maximum of 2 books for 15 days, consult the databases, access to internet and print or save the results of your research. If you are a member of an institution or a user of a library which signed an agreement with CSB, you'll also have access to the Interlibrary Loan Service and to the Document Delivery Service.

#### I'm a user with Unipass Unipg: can I also access other libraries in this city, in addition to the university ones?

There are many libraries in this city, public and private. The university and the CBS have close cooperation agreements with some of them, to make library collections and electronic resources usable. This means that, as an Unipg user, you can also access the external libraries in agreement. You can find the list of these libraries, their descriptions and their rules for access on the page:

<u> $http://www.csb.unipg.it/ \rightarrow servizi \rightarrow convenzioni</u>$ </u>

Please note that the Unipass APP also gives access to the students' self-managed study rooms: <u>https://www.unipg.it/servizi/spazi-</u> <u>di-aggregazione-e-studio-in-</u> autogestione-sasa