Brief introduction

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Education, Linguistics and Comparative Literature Library

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First steps

• Remember your u:account - https://zid.univie.ac.at/en/uaccount/, which you need to fully use library services - Students with a u:card already have a valid library card

• Get to know your local library infrastructure: https://bibliothek.univie.ac.at/en/ & https://bibliothek.univie.ac.at/en/bibliotheken.html (list of special libraries; including your specialist librarian at your local library)

• Check information for first-year students, which contains relevant information: https://bibliothek.univie.ac.at/en/information_fur_studienanfangerinnen.html

• Some libraries require reservations for seats in reading rooms and learning zones. Use the online seat reservation to reserve a seat: https://bibliothek.univie.ac.at/en/platzreservierung.html

• Check FAQ for impact of Covid and what special conditions of use currently apply in the libraries: https://bibliothek-univie-ac-at.translate.goog/faq-covid19.html?_x_tr_sl=de&_x_tr_tl=en&_x_tr_hl=de&_x_tr_pto=nui

• Take part in a library or DZ workshop: https://bibliothek.univie.ac.at/schulungsangebot/en/ & https://forschung.univie.ac.at/en/services/evens-trainings/doctoral-candidates/
The library website: [https://bibliothek.univie.ac.at/en/](https://bibliothek.univie.ac.at/en/) (English) [https://bibliothek.univie.ac.at/](https://bibliothek.univie.ac.at/) (German – news)

- You can switch to the English website pages from the German one
- Information on:
  - **Research tools** – information on and links to search engine u:search and other research tools; how to access e-resources
  - **Services** – e.g. lending services, library card, …
  - **Libraries** – Main Library & Special Libraries
    - University Archive
    - Basic information ("About Us")
- Link to u:search – the library search engine
Libraries

• Main Library: https://bibliothek.univie.ac.at/hauptbibliothek/en/
  ◦ central lending library; all subjects covered; various collections and reading rooms

• Specialized support near departments and faculties via "Special Libraries":
  https://bibliothek.univie.ac.at/en/bibliotheken.html
  ◦ Find out about who your librarian is
  ◦ Find out about recommendations concerning resources (e.g. databases, e-journals)
  ◦ Find out about library infrastructure and local support (e.g. workshops)
  ◦ Find out about local regulations

• All libraries follow the basic rules governing library-patron relations (Benützungsordnung,
  https://bibliothek.univie.ac.at/files/benuetzungsordnung.pdf)

7 Oct 22
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• Aktuelles = News: prominently placed in German version

• Information for new students

- Link to u:search – the library search engine:
  - find physical and electronic resources provided by the library

- Some libraries require reservations for seats in reading rooms and learning zones. FFP2 masks are recommended

- Contact to the library helpdesk: your queries will be answered or forwarded to the right person or team

The library website: https://bibliothek.univie.ac.at/en/ (English) https://bibliothek.univie.ac.at/ (German – news)
u:search – the library search engine

- [https://bibliothek.univie.ac.at/usearch-en](https://bibliothek.univie.ac.at/usearch-en)

- Sign in to **u:search** via **u:account** to use personalized features, find out about loanability of items & access licensed e-resources
  - Save searches and set alerts
  - Access your library account, order and renew books
  - Signing in to u:search also means signing in to access to e-resources (="u:access")

- Information on **u:access**: [https://bibliothek.univie.ac.at/en/uaccess.html](https://bibliothek.univie.ac.at/en/uaccess.html)
  - Sign in with u:access if you wish to use any electronic resource licensed by Vienna University:
    - via your personal u:account from any computer
    - with a generic u:access log-in from some library computers

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Searching the university holdings

Database Service
Borrowing, renewing, ordering, placing a hold on items

• Most loanable items can be borrowed for up to 18 months – if nobody else places a hold (Exception: weekend, overnight)

• Guaranteed periods vary in branch libraries (7-14-28 days)

• For PhD students: automatic renewal for 7-14-28 days for a maximum period of up to 18 months– if nobody else places a hold (Exception: weekend, overnight)

• You can place a hold to be next in line for an item on loan

• Find item on library shelf OR pre-order item and collect it from a library counter: information via u:search, the library search engine, after you have signed in
Accessing E-Resources (with u:access only)

- Find information on u:access: https://bibliothek.univie.ac.at/en/uaccess.html
- u:access allows you access to VUL e-resources by logging in via your u:account
- Sign in to u:search = sign in u:access; or access other tools such as EZB (electronic journals library) via u:access so that e-resources accessible
- Check whether u:access forms part of the URL of a resource, e.g.

  ![https://www-tandfonline-com-uaccess.univie.ac.at/loi/rrob20](https://www-tandfonline-com-uaccess.univie.ac.at/loi/rrob20)

- Signing in corresponds to switching access on:
  - Use the bookmarklet that you can draw to favourites bar (helps you sign on again if you find you are not signed on)
  - On mobile devices and browsers without a favourites bar, you need to manually create a u:access bookmark

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Important other research tools

- **EZB – electronic journals library**: electronic journals library with direct access to all available e-journals

- E-Theses Hochschulschriften Service: university theses including doctoral theses [https://utheses.univie.ac.at/](https://utheses.univie.ac.at/) (some but not all full texts)

- Phaidra – repository for the permanent secure storage of digital assets at the University of Vienna [https://phaidra.univie.ac.at/](https://phaidra.univie.ac.at/)

- u:scholar – institutional repository [https://uscholarunivie.uaccess.univie.ac.at/](https://uscholarunivie.uaccess.univie.ac.at/)

- AUSSDA – Austrian Social Data Archive [https://data.aussda.at/](https://data.aussda.at/)
If source not available from Vienna University Library

• Find in other academic libraries in Vienna with the help of the Austrian Union catalogues/search engine: https://www.obvsg.at/en/catalogues/consortium-catalogues/

• Interlibrary Loans - https://bibliothek.univie.ac.at/en/fernleihe.html
  ◦ ILL applicable if items not available in Vienna (see other libraries in Vienna first) but available from other Austrian or European libraries
  ◦ Find item outside Vienna/Austria, e.g. with the help of the KVK https://kvk.bibliothek.kit.edu/
  ◦ Order loans of books/copies of articles via form in u:search

• Acquisition Suggestions for books to libraries: https://bibliothek.univie.ac.at/en/ankaufsvorschlaege.html
Other libraries in Vienna it might be useful to join (NOT part of VUL)

• Austrian National Library: https://www.onb.ac.at/en/

• Other university libraries in Vienna, e.g.:
  ◦ TU (Technical University) library http://www.ub.tuwien.ac.at/eng/
  ◦ MDW (University of Music and Performing Arts) library https://www.mdw.ac.at/bib/
  ◦ Medical University Vienna library https://www.meduniwien.ac.at/web/en/about-us/organisation/organisational-units-with-special-service-function/university-library/
  ◦ Veterinary Medicine library https://www.vetmeduni.ac.at/en/bibliothek/
  ◦ BOKU (University of Natural Resources and Life Sciences) library https://www.boku.ac.at/en/bib/
  ◦ WU (Vienna University of Economics and Business) library https://www.wu.ac.at/en/library

• Vienna Public Library (Büchereien Wien): https://buechereien.wien.gv.at/

• Vienna City Library (Wienbibliothek im Rathaus): https://www.wienbibliothek.at/english
Why not register for a library research workshop?

Librarians are part of the workshop programme of the DZ and offer insights into a variety of topics:
https://forschung.univie.ac.at/services/veranstaltungen-trainings/doktorandinnen/workshops/

- “Von der Fragestellung zur Literatur” 11 November 2022, 10:00am-12:00am, in German, Manuela Rohrmoser
- “Finding and accessing literature for your PhD project” 9 November 2022, 10:00 am-12:00am, Karin Lach
- Subject specific search strategies workshops
  - History: 18 October 2022, 10:00am-12:00am, in German, Dr Harald Tersch
  - Humanities: 21 October 2022, 10:00am-12:00am, in German, Ariella Sobel
- Introductions to specific databases
  - “Introduction to the multidisciplinary database Web of Science”, 24 October 2022, 2:00pm – 5:00pm, Dr Juan Gorraiz
  - “Introduction to Scopus - A multidisciplinary access to knowledge”, 2 November 2022, 2:00pm – 4:00pm, Dr Juan Gorraiz, Ursula Ulrych
- “Copyright und Plagiarismus” 12 January 2022, 4:00pm - 5:30pm, in German, Andrea Neidhart, Dr Thomas Luzer
- “Introduction to Altmetrics: Keep track of the attention your research gets in real-time” 14 December 2022, 2:00pm – 4:00pm, Dr Juan Gorraiz
- “Forschungsdokumentation mit u:cris für Doktorand*innen” 24 October 2022, 1pm-3pm, in German, Clemens Miniberger, Natalie Swoboda
- “Current research information system u:cris for PHD students” 28 November 2022, 1pm-3pm, Clemens Miniberger, Natalie Swoboda
- “Introduction to Research Data Management for Doctoral Students” 10 November 2022, 2pm-4pm, Eva Dorottya Gergely (IT Support), Elena Fürst, Tereza Kalová
- “Research Data Management: Tips and Tricks for Doctoral Students” tba, Susanne Blumesberger, Elena Fürst, Raman Ganguly (ZID), Tereza Kalová
- “Publication Strategies in the Academic "Publish or Perish" Competition” 12 December 2022, 2:00pm – 4:00pm, Dr Juan Gorraiz, Ursula Ulrych

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Library instruction

Relevant instruction sessions held by librarians specifically for PhD candidates can be found on the dedicated library’s instruction webpage: https://bibliothek.univie.ac.at/schulungsangebot/en/schulung-doktorandinnen.html

- You may find other relevant instruction sessions in the pages for students, for researchers, and for teachers
- Please check whether the sessions are online or take place in situ and whether you need to register beforehand

https://bibliothek.univie.ac.at/schulungsangebot/en/

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Research Support Services of the Vienna University Library

- Dedicated webpages
- Video: Research Support Services of the Vienna University Library (2021)
- Today: 10:15-11:00
  “Your Academic Visibility: u:cris & ORCID iD”
  - Clemens Miniberger & Natalie Swoboda, University Library
  - Dr Christian Gumpenberger, University Library

https://bibliothek.univie.ac.at/forschungsunterstuetzung/en/
Questions?

• Central Virtual Reference Desk & Helpdesk via telephone (T: +43-1-4277-15140), e-mail (helpdesk.ub@univie.ac.at) or contact form: https://bibliothek.univie.ac.at/en/kontakt.html

• Feedback feature in u:search

• Contact librarians in special libraries via their personal or the library e-mail addresses (see individual libraries' homepages) https://bibliothek.univie.ac.at/en/bibliotheken.html

• List of subject librarians in Main Library: https://bibliothek.univie.ac.at/hauptbibliothek/en/fachreferate.html