



# University of Nova Gorica

The University Library of the University of Nova Gorica



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## **The University Library of the University of Nova Gorica**

is intended for all students and staff of the University of Nova Gorica, as well as others interested in materials in the fields covered by the library. The library's collection mainly includes materials in the fields of ecology, physics, chemistry, mathematics, biology, economics, Slovenian studies, humanities, viticulture and art.

It supports the University's educational, research and artistic activities through its quality selection, processing and dissemination of materials and information resources.



## **Library materials**

- books
- serial publications
- non-book material
- electronic journals and databases
- final theses

## **searching material**

- library catalogues
- databases
- UNG Repository

For help finding materials, you can email [library@ung.si](mailto:library@ung.si) or visit the library during opening hours.

## **Enrolment and Membership**

Library members fill in a joining declaration form when joining the library.

- students show their membership with a student card
- staff members show their membership by the library membership card
- others must present a valid identity document and show their membership by the library membership card



## Services

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### **Borrowing**

- only members of the library can borrow material for home loan
- reading room material, reference material, archival material, magazines and newspapers cannot be borrowed for home loan
- materials you wish to use in the reading room must be registered at the borrowing desk
- the usual loan period for material is 21 days

### **Extending the loan and reservation period**

- in person, by phone 05/3315220, by e-mail to [library@ung.si](mailto:library@ung.si), or via service My Library
- the loan period can be extended until someone else reserves the material
- reservations are free

### **Ordering material from other UNG locations**

- students and employees studying/working at other UNG locations (Ajdovščina, Vipava) can order materials by e-mail to [library@ung.si](mailto:library@ung.si)
- materials in physical form will be delivered to your UNG location by internal courier, and electronic materials will be sent to you by e-mail

### **Interlibrary loan**

- a member can order material that the library does not have from other Slovenian libraries or from abroad
- materials can be ordered in person or by e-mail to [library@ung.si](mailto:library@ung.si)

- material borrowed through an interlibrary loan may be used only on the library premises and is not for home loan, except with the permission of the lending library
- the service is chargeable (see the price list at: <http://www.ung.si/sl/knjiznica/cenik/>)

### **Reading room**

- 35 reading places are available to users
- 5 computers with internet access and the possibility to connect wirelessly to the internet with your own computer

### **Students can also use the reading room at the UNG premises in Vipava.**

### **Reproduction of library materials**

- printing of library materials is available through the computers in the reading room by prior agreement with the librarian; the service is chargeable (the price list is published at: <http://www.ung.si/sl/knjiznica/cenik/>)

### **Managing bibliographies of researchers**

- instructions for entering bibliographies are sent by e-mail
- the service is free of charge for all UNG employees; for other users, the service is chargeable (the price list is available at: <http://www.ung.si/sl/knjiznica/cenik/>)

### **User education and information literacy**

- by agreement by e-mail to [library@ung.si](mailto:library@ung.si) or at the library during office hours



## Info

Tel: 05 331 52 20

E-mail: [library@ung.si](mailto:library@ung.si)

<http://www.ung.si/si/o-univerzi/knjiznica/>



## Office hours

**Monday, Tuesday, Wednesday, Thursday**

8:00-19:00

**Friday**

8:00-16:00



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