

➤ University library for beginners





**➤ The most important
information on the start
What can I find and where?**

Open access area

Books with year of acquisition

1996 – 2001

(Location: open access area numeric)

set up according to years:

99/1010

Books with year of acquisition

2002 and later

(Location: open access area)

systematic classification

PÄ/G 2007 1685

on the first floor

loanable (4 weeks)

renewable (up to 12 weeks)



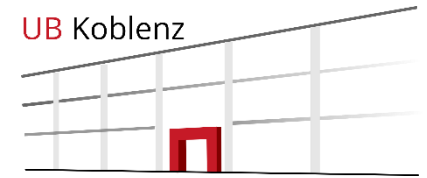
Journals

In our [katalogPLUS](#) you will find magazines, newspapers and series. For a targeted search for magazine titles, the corresponding Resource Type "Journals" can be used as a filter.

Under the search scope **UB Catalog and articles +** You can also find articles, Proceedings and reviews



UB Koblenz



sorted by subject

current issues and older volumes are not available for loan

grundschule mathematik

UB Catalog

ADVANCED SEARCH

Sign in to get complete results and to request items

0 selected PAGE 1 1-10 of 442 Results

JOURNAL **Grundschule Mathematik** 2004-
Available at Koblenz Zeitschriftenbände (MA 040 46) and other locations >
Available Online >

JOURNAL **Grundschule Mathematik [...] Materialpaket** 2004-
Check holdings Koblenz Zeitschriften-Magazin (Einzelsignaturen) >

MULTIPLE VOLUMES - PRINT **Bildungsstandards für die Grundschule Mathematik**
Eisenreich, Andrea; Olbrich, Paul

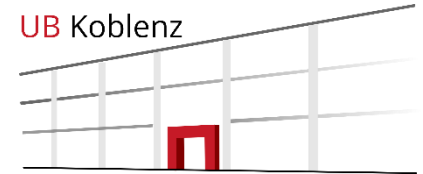
Tweak your results

Sort by Relevance

Resource Type

- Books (356)
- Multiple Volumes - print (28)
- Dissertations (22)
- Other (17)
- Conference Proceedings (12)
- Journals (6)**
- Archival Materials (4)
- Scores (1)

Course Reserve



View in the online catalogue

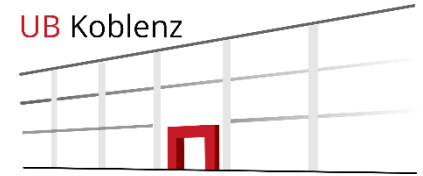
The Course Reserve contains stock in high demand, typically reading list material

Bookshelf Order:

Faculty → study course → Lecturer
for reference only



Reference books

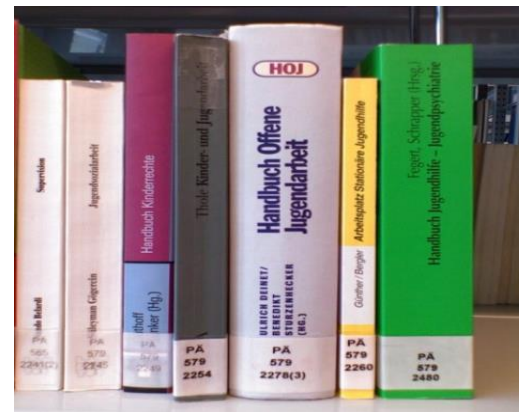


on the campus level directly next to the circulation desk

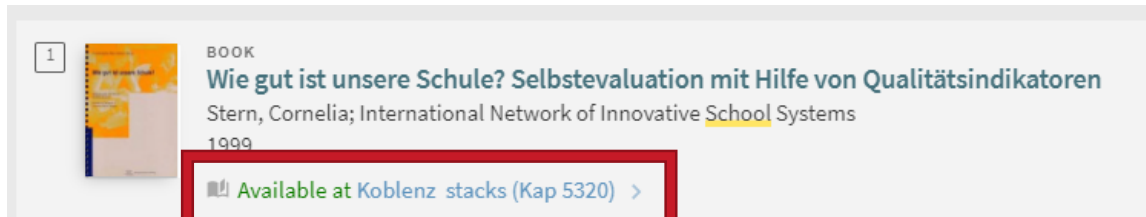
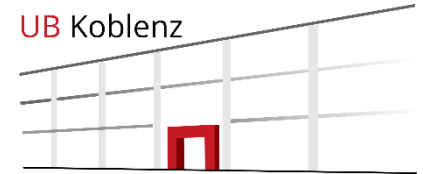
Dictionaries ...

Sorted by subject

for reference only



Stacks

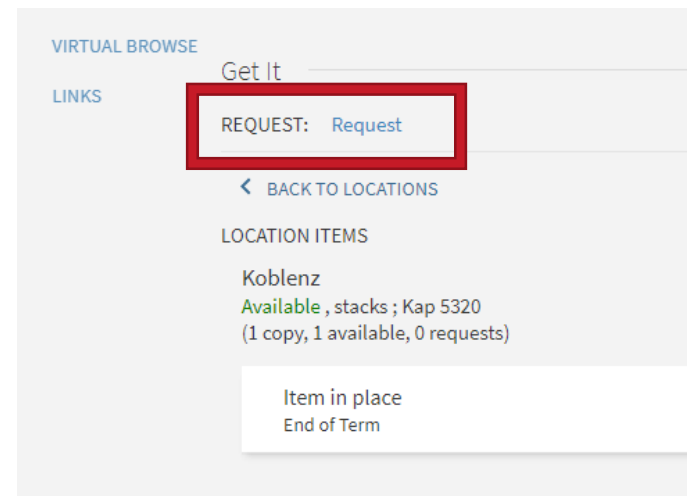


You may order books and other media from our stacks. ([katalogPLUS](#))

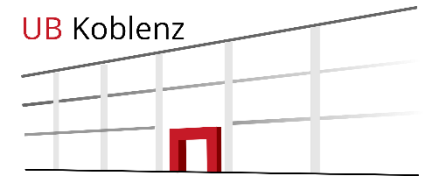
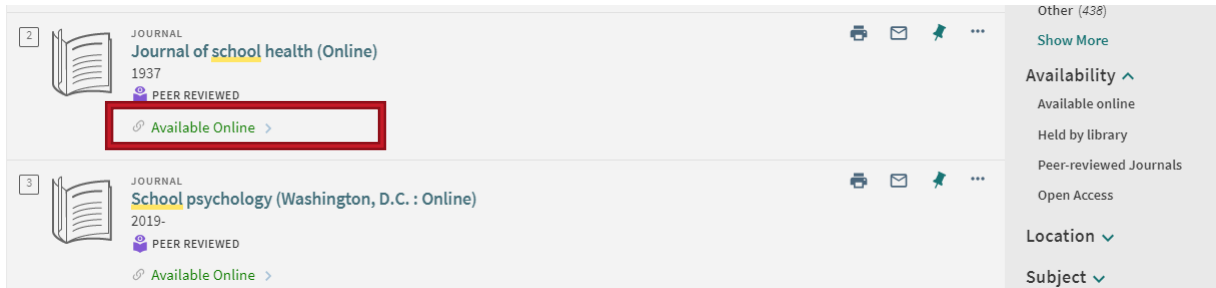
With 'Request' you can start a request by logging in with your user account.

Books and other media ordered from our stacks ('Location': 'stacks' or 'audio video stacks') will be available within three to six hours. You will receive a notice via e-mail when the item has arrived.

Please collect it from our collection shelf within a period of seven days.



E-ressources



E-books, and e-journals are displayed in the online catalogue with “Available Online”.

You basically have three options for accessing e-books, databases and e-journals

- You are at a computer on campus or connected to the W-LAN on campus.
- You connect your computer from home via VPN.
- You use the login with your university email address via Shibboleth

If you do not belong to Koblenz University, you will not have access from outside.

Many books, journals and databases are available online campus-wide.

Our portals for :

- [Databases DBIS](#)
- [E-Journals EZB](#)



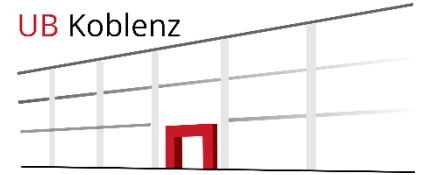
Foto: Colourbox.de



**➤ Information about
using the library**

Library card

UB Koblenz



Registration for students via the online form on the homepage

› Onlineregistrierung für Studierende der Uni Koblenz

› Bibliotheksregistrierung für Beschäftigte der Uni Koblenz

› Bibliotheksregistrierung für Externe

After your onlineregistration you can have your Studicard activated during library service hours as a library card with us at the circulation desk.

For students, the **library** number is the matriculation number.

Password is the password you chose when registering online

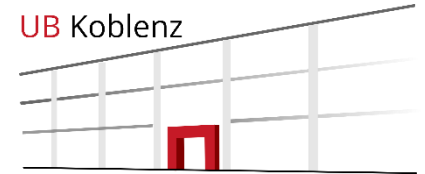
Registration is free of charge.



You can sign in to katalogPLUS an under "My Library Card" you can:

- view and renew your loans
- check your fines and fees
- change your address and password

Borrowing



During service hours, you can borrow media and books in person at the **circulation desk** or via the self-checkout counters.

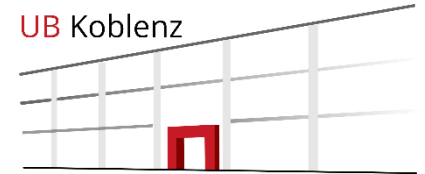
After that, you can only borrow books via our respective **self-checkout counters**. You can borrow books for four weeks, bound periodicals for a two weeks.



Please monitor your loan periods regularly via your user account in the online catalog.

You will receive a reminder email shortly before the loan period expires. This service is an additional offer and usually works well. However, if there are technical problems with the delivery of the mail, this does not release you from the obligation to observe your return deadlines.

Returning



During our service hours you can return books and other media directly at the **circulation desk**.

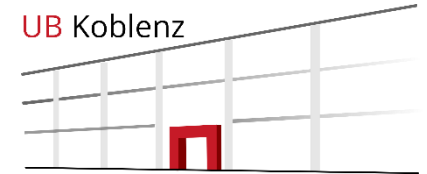
After the end of the service hours, you can put the books in a **book return trolley** in the entrance area. These books will be returned for the day on which they were deposited.



After opening hours, there is also the possibility of depositing books and DVDs in the **return box** at the staff entrance of the library. Please note that these media will only be returned on the next opening day with the date on which they were deposited.

If you hand in media too late or put them in the book return boxes too late, you may incur late fees.

Renewals



You can renew borrowed items via your library account ([katalogPLUS](#)) until the maximum number of borrowing days (84 days or 12 weeks) has been reached, if they are not reserved by another user.

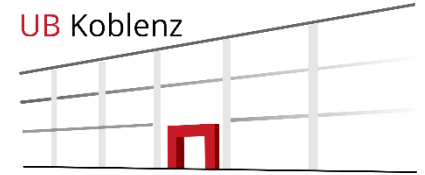
The screenshot shows the 'Loans' section of a library account. At the top, there are navigation tabs: OVERVIEW, LOANS (selected), REQUESTS, FINE + FEES, BLOCKS + MESSAGES, and PERSONAL DETAILS AND SETTINGS. Below the tabs, there is a 'Loans' header with a 'Sort by' dropdown, a 'RENEW ALL' button, and a refresh icon. A checkbox indicates '15 loans'. The main content is a list of four loans, each with a numbered checkbox, title, author, due date, pick-up location, and a 'RENEW' button. The first three loans have a 'RENEW' button, while the fourth has a 'NOT RENEWABLE' button.

Item	Author	Due Date	Pick up	Action
1 Einfühlsame Kommunikation	Jansen, Petra	Due: 30/12/2030, 23:59	Pick up: Koblenz open access area PS/P 2021 2422	RENEW
2 eLearning und Mobile Learning - Konzept und Drehb...	Modlinger, Daniela	Due: 30/12/2030, 23:59	Pick up: Koblenz open access area DI/GH 2020 3472(3)	RENEW
3 Klassisches Pilates	Rockoff, Tony	Due: 30/12/2030, 23:59	Pick up: Koblenz open access area LE/QG 2017 13595	RENEW
4 The one-shot library instruction survival guide	Buchanan, Heidi E.	Due: 30/12/2030, 23:59	Pick up: Koblenz open access area AL/RE 2015 782	NOT RENEWABLE

Check whether the loan period has really been extended and check the error messages.

You can then see the new loan period in your loans.

Fees



Late fees

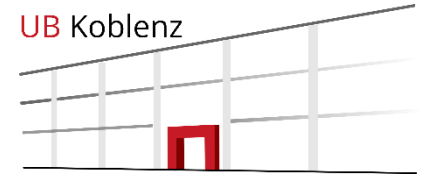
Our lending system charges € 2.00 per week and item. For late returns from special holdings in Koblenz, such as reference holdings or books from the course reserve, € 2.00 per day and item will be charged.

During opening hours, fees can be paid at the automatic pay station with the Studicard or the library card. The recharging machine is located in the entrance area of the library.

For each **interlibrary loan** order you need a transaction number (TAN), which you can purchase at the check-out counter for 3 €, reduced rate 1,50 € (students...). This is a processing fee that also applies if the order cannot be delivered.

For non-university members (external users, guest students ...) there is a one-time registration fee of 12.00 € and an additional fee of 8 € for the issue of the chip card, which serves as a library card and enables cashless payment transactions in the library.

Copying and scanning



The **copy room** is located on the ground floor.

Colour copies and DIN A3 copies are possible.

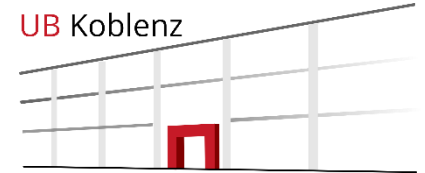
You pay for copies or printouts by UniCard or library card.

There are two **book scanners** available.

Please bring a USB stick for scanning.



Workspaces



Working in groups is possible in the area behind the atrium on the campus level.

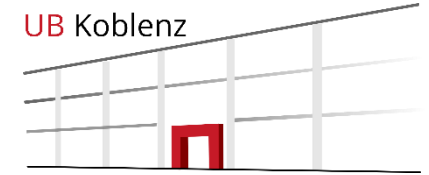
The spaces cannot be reserved.



Carrels are available on the sides of the library on both floors, which can be used by **individuals** for quiet work.



... and a few more rules



Drinks may be brought into the library in sealed or resealable containers. Bringing food into the library is not allowed.



Talking on mobile phones in the library is not allowed.



Bags, backpacks, umbrellas, luggage and similar items may not be taken into the library. Please use the lockers.



UK

➤ **If you have any questions, please contact the staff at the information desk**

or you can reach us at:

Phone: (0261) 287-1440 / 41

Mail: bibliothek@uni-koblenz.de

