

READER'S GUIDE

BIBLIOTHÈQUE DROIT ÉCONOMIE MANAGEMENT

Address, Access, Hours

41, boulevard François Mitterrand
63037 Clermont-Ferrand Cedex 1
Tel : +33 (0)4 73 17 76 94

Access : 1st level of the School of Law



TRAM : stop Universités

BUS : line 3



Monday to Friday : 08.00 - 21.00

Saturday : 09.00 - 17.00

Reduced schedule during University Holidays
Closed in August & during the Christmas Holidays

<http://bibliotheque.clermont-universite.fr>



Enrollment

- ▶ **Students and staff :**
free registration on presentation of the valid SIG-MA or UCA or VetAgro Sup card.
- ▶ **Readers of : Clermont Auvergne métropole, urban community of d'Aurillac, city of Montluçon, city of Le Puy-en-velay, Domérat, UC2A, Canopé :** free annual registration by reciprocity (see conditions on our site).
- ▶ **Outdoor readers (prices voted every year) :**
 - proof of residence of less than 3 months.
 - proof of identity.



Loan

		you are:	
		student for a Bachelor's Degree or student in Health in non-University 1 st and 2 nd cycles	enseignant chercheur, étudiant de 3 ^e cycle, étudiant en master
Standard items (all formats)		2 weeks renewable once	1 month renewable once
UNLIMITED LOANS			
Items in high demand (for competitive exams)	7 days		
5 MAXIMUM LOANS			

- ▶ The catalog of the BU allows you to renew your loans and request the communication of books in store.



Library Resources

The library makes a broad spectrum of resources available to you in the fields of Law, Economics, Business & Management.

- ▶ 120.000 paper & electronic documents: textbooks, essays, theses, ...
- ▶ 120 subscriptions to paper journals
- ▶ more than 5.000 e-journals
- ▶ specialized Law, Economics & Management databases
- ▶ DVD and comics books

Online documents in self-access from the library and available online (you must have a Digital Workspace (ENT) user name & Password).



Services for Disabled People - Accessibility

The library can be accessed via a lift from the entrance hall of the School of Law.

Contact us : Guillaume Morges
Guillaume.Morges@uca.fr
Tél : 04 73 17 76 25



Norms of life & Safety instructions

The library is a public building where you can both work and study. Its areas are for silent study.

Theft & Damage :

- ▶ Please do not leave your belongings unattended
- ▶ Theft and damage of a document or of materials lead to charges and sanctions. You must reimburse the cost incurred.

You will have to ask staff at the Welcome Desk to consult the Library Rules & Regulations.

You can also access it online on the BU website.

Services



Assistance in information retrieval :

On site the librarians can help you make your searches Online, you can ask your questions 24/7 via our online question & answer service :

bcu.contact@uca.fr



Training :

We both organize library tours and training in documentary research for the University courses and on demand during the academic year.

Contact us : Florence Bodeau
Florence.Bodeau@uca.fr
Tél : 04 73 17 76 91



Printing & Copying :

The BU provide you with photocopiers/scanners/printers. The system works with the UCA card. Rates are available online on our portal.



Computing resources :

- 15 workstations in self-access (Internet, Open Office office suite)
- lpad loans (you will have to show a proof of identity)
- Wi-Fi



Inter-Library Loan (ILL) :

You can get copies of journal articles, books & theses from French and foreign institutions.

Conditions :

The reader must be enrolled in the BU.

Contact us : Nathalie Daval
contact.bu@uca.fr
Tél : 04 73 17 76 98



Electronic Theses Deposit :

Any defended thesis (Doctoral School of Law Economics Management) must be left by electronic means in the Library.

Contact us : Maximilien Savoye - 04 73 17 76 97
Maximilien.Savoye@uca.fr

12
Janvier

Cultural Life

The library is fully involved in the dissemination of academic culture. In addition, we regularly hold exhibits accessible to everyone.



Contact us :

Florence Bodeau

florence.bodeau@uca.fr

Tél : 04 73 17 76 91

Biblio'Tech de la Rotonde

26 Avenue Léon Blum
Pôle Tertiaire - 2nd storey - Room 206
63037 Clermont-Ferrand Cedex 1

► Access : BUS: stop Côte Blatin



Hours : Monday - Friday: 08.00 - 20.00

- A Zero Paper Space that provides you with:
- 26 computer workstations (Internet, Open Office office suite)
 - a group study room
 - a relaxation space
 - Wi-Fi coverage

Contact us: Valérie Jacquet
contact.bu@uca.fr
Tél : 04 73 17 76 94