Rules to follow:
- If you have difficult to find a text or an article, ask for assistance to librarian;
- In library it is forbidden: smoking, speaking loudly, staying not for study, using noisy instruments, harming borrowed books;
- If you lost or damage a borrowed book, you have to buy back it. If this does not happen, you will be suspended from loan service definitively.
Established by decree n. 3273 of 12.12.2007, Di.S.T.A.Bi.F. library has got a heritage of over 10,000 volumes, 121 periodicals (between suspended and current), 300 maps and ebooks for perpetual access relevant to Di.S.T.A.Bi.F. degree courses. There are 60 seatings equipped with charging modules for eletronical devices and 4 computer stations for catalogue and databases consultation.

Library access
In order to use library services, (seat and books reservation, reference service, use of computer stations) user will ask for issuing of credentials, by filling out registration form available on site.

Entrance is allowed from Monday to Friday in the opening time, after seat reservation to carry out on Sebinayou. It can access in the library all institutional users of the University, as well as the users from other Universities and institutions. Specifically, the entry for the study and books consultation is allowed to the students who attend Di.S.T.A.Bi.F. degree courses and no more than four students (04) of others University Departments and institutions.

Information service and reference
The Library provides an information service and support for catalogue consultation (OPAC – Online Public Access Catalogue) and university on-line databases, as well as support for bibliographical research.

How to apply and texts request
Text research shall be carried out on University catalogue, to which is possible to access by scanning the QRcode or typing the following URL:

http://unina2.on-line.it/opac/.do

Access can be by any eletronical devices or from one of library computer stations.

Check the availability of the desidered book, you need to carry out the reservation.

Daily consultation and external loan
The Library provides consultation service and external loan to all institutional students (3 texts at the same time max.). The external loan lasts 15 days, with opportunity of only one extension.

In case of no text return, user is temporarily suspended from consultation service and external loan.

from 1 to 10 days late: 1 month’s suspension
from 11 to 20 days late: 2 month’s suspension
from 21 to 30 day late: 3 month’s supension, and so on.

Request/Delivery of consultation or borrowed texts
Texts must be requested or handed back within 15 minutes before library closing time:

Morning: - From Monday to Friday within 12:45

Afternoon: - Monday, Tuesday and Wednesday within 16:30
- Thursday and Friday within 15:00

Photocopies
The Library does not provide photocopies service. However, users can make by own resources reproduction for personal use of intellectual property by photocopies, or similar system, according to the Law n. 248 del 18/2/2000, Nuove norme di tutela del diritto di autore, in the limits of 15% of each volumes or series of periodicals, not included pages of advertising.

Supply service of scientific papers
University get a subscriptions of scientific databases. All articles published in journals that are include in these subscriptions can be personally downloaded from users by one of library computer stations.

If user required a paper not include in the University subscriptions, he can ask librarians, that would provide to retrieve it using Document-Delivery service. For students, accademic papers request, that are not included in the University subscriptions, is subject to form filling, available in Library, signed by Professor.

University scientific online databases
Access is through IP address recognition relating to University network, by connecting to following link:


or on EDS ALL IN ONE catalogue

http://imageserver.ebscohost.com/branding/s7606536/searchbox.htm