

## **Books**

### Info Sheet I Search & Read

May 2023

For affiliates of Eawag, Empa, PSI & WSL, Lib4RI offers about 1 million e-books and approximately 100,000 print books. Beyond this, the SLSP lending network allows access to the print collection of almost 500 Swiss partner libraries with some 30 million titles. All these media are listed in the swisscovery catalogue. Most of them can be ordered online and will be delivered to any Lib4RI location free of charge (for members of Eawag, Empa, PSI & WSL). Should you be unable to find or order a book within the swisscovery catalogue, just ask for our assistance or propose its purchase.

### Contact & help desk

In person At the information desks in Birmensdorf, Dübendorf, and Villigen

 Phone
 + 41 58 765 57 00

 Email
 info@lib4ri.ch

 Web
 www.lib4ri.ch

#### **Essentials**

E-books Licensed e-books can be found via swisscovery catalogue. They are freely

accessible within the IP networks of Eawag, Empa, PSI & WSL for all affiliates of the 4 research institutes. From outside, network access is possible via VPN. If needed, please contact your respective IT coordinator. Should access problems occur, please also check the FAQs on our

website or contact the Lib4RI InfoServices.

Print books To borrow print books and other media listed within the swisscovery

catalogue you need to be registered with SLSP via a SWITCH edu-ID.

Details on this process are available on our website at > Search & Read

> Books & e-books > Borrow books. An SLSP user account allows you to
place orders and double-check your current library activities at any time.

If needed, you can also ask for a personal library card at one of our

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information desks.



Loan

Most media within the Lib4RI library collection are freely accessible and can be borrowed 24/7 using the self-service terminals and your SLSP user account (library card required).

Orders from collections of other SLSP libraries typically arrive at your chosen «Pickup Location» within 3-5 working days. You will be notified via email as soon as the book has arrived. For further details, please refer to our websit at > Search & Read > Books & e-books > Borrow books.

#### **Pickup locations**

Please contact the Lib4RI InfoServices if you can't select your prefered «Pickup Location»:

Your location	Pickup location	Delivery / Return
Eawag (Dübendorf)	Lib4RI Eawag-Empa *	Lib4RI (Dübendorf)
Eawag (Kastanienbaum)	Work address **	Mail
Empa (Dübendorf)	Lib4RI Eawag-Empa*	Lib4RI (Dübendorf)
Empa (St. Gallen)	Lib4RI Eawag-Empa*	Mailbox / Reception SG
Empa (Thun)	Work address **	Mail
PSI (Villigen)	Lib4RI PSI *	Lib4RI (Villigen)
SLF (Davos)	Lib4RI WSL *	Mailbox / Blue Box DA
WSL (Cadenazzo)	Work address **	Mail
WSL (Birmensdorf)	Lib4RI WSL*	Lib4RI (Birmensdorf)
WSL (Lausanne)	EPF-Bib	EPFL Library
WSL (Sion)	Work address **	Mail

<sup>\*</sup> Select «Delivery to: Library» and use «Lib4RI» as the «Pickup Institution». Delivery is free of charge for members of Eawag (Dübendorf), Empa (Dübendorf & St Gallen), PSI (Villigen), and WSL (Birmensdorf & Davos).

#### Loan period

The loan period can vary between the libraries and is indicated in the swisscovery catalogue. Typically, the loan period is 28 days. The loan period is automatically renewed five more times (i.e. 6 x 28 days in total). Manual renewal is possible via your swisscovery user account.

Renewals (automatic or manual) are granted only if no reservation is in place or the maximum loan period has not been reached.



<sup>\*\*</sup> Select «Delivery to: Work address». Mail delivery is free of charge for members of Eawag (Kastanienbaum), Empa (Thun) and WSL (Cadenazzo, Sion). Please contact the library team if you receive an invoice for this service.



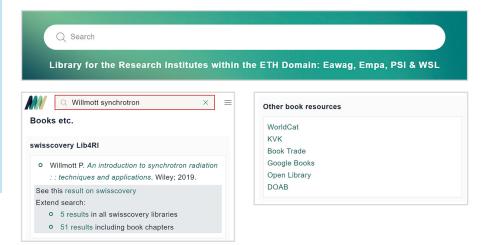
### Quick guide — search, find, order

#### Searching for books

#### Tips:

- Combine author name(s) with few title keyword(s).
- The space between words is equivalent to a logical «AND».
- Use quotes, e.g. as in "graphene nanoribbons" to search for terms in a fixed sequence only.
- Use truncations, particularly for ambiguous names or search terms, (e.g. analy\*er» and «colo\*r»), or for ones based on a root word (e.g. «hydrolog\*»), to ensure a larger coverage of the search space.

The Lib4RI-Searchbox on our website offers a convenient entry point to quickly search for books in Lib4RI's swisscovery catalogue and in the full swisscovery catalogue with the complete collections of all SLSP libraries. Additionally, links to other book catalogues are provided.



#### Finding e-books

In swisscovery, «Available Online» indicates that the title is part of our e-book portfolio. In the section «View Online» our link resolver will pass you to the «full text» (usually pdf).

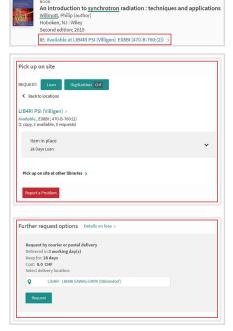


#### Finding & borrowing print books

#### Tips:

- Expand the search profile of the swisscovery catalogue from «Lib4RI» to «swisscovery», if needed.
- Should «Available at...» not be displayed, click on «Check for available services».
- Use our document delivery service for digitisation requests.
- Please contact us via «Report a Problem» should you have any issues.

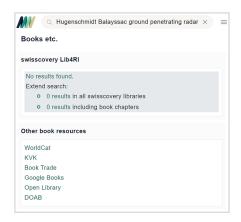
The e-book isn't available or you prefer a printed copy? You can find a print copy in the Lib4RI library holding by clicking on «Available at...». To display your loan and request options, you need to sign in with swisscovery. Then, select «Loan» in the «Pick up on site» section to reserve a book for pick up at the owning library. Alternatively, select «Request» under «Further request options» to order a book for loan. Choose your «Pickup institution» and «Pickup location» according to the table on page 2. Fees are generally covered by Lib4RI.





## Book chapters & sections

You are looking for a specific book chapter or section? A direct search via the chapter's / section's author and title is often unsuccessful within swisscovery. In this case, when using the Lib4RI-Searchbox, first select another catalogue to search in (e.g. WorldCat, Google Books) and determine the title and publisher of the whole book. Now use this information to search the swisscovery catalogue again.





#### **Book & paper series**

You are searching for a book or paper series? Swisscovery often shows the message «Bitte an der Ausleihtheke fragen» or «Maybe available», but there is no information is regarding the available volumes. You can find this information further below under «Details» and «Related Titles».



# Interlibrary loan & document delivery

You can't find a book or another medium in the Lib4RI swisscovery catalogue? We are happy to borrow the title from another library in Switzerland or abroad. For affiliates of the 4 research institutes this service is free of charge. Orders can be placed online (> Search & Read > Document delivery) or by e-mail (docdel@lib4ri.ch).

## Recommendations & acquisition

Something is missing in our collection? Recommendations are very much welcome! We are also happy to assist with departemental aquisitions, particularly if a direct, cost-effective order via an online retailer is not feasible for you. Please use the online form (> About > Contact) or send us an e-mail (media@lib4ri.ch)