



Information and Source Education

Lecturer

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The Library at the Faculty of Political Science and Journalism

Address: ul. Uniwersytetu Poznańskiego 5
61-614 Poznań

Telephone: 061 829 65 04

E-mail: bibwnpid@amu.edu.pl

Working hours:

Monday – Friday 8:00 – 18:00

Saturday 8:00 – 14:00



The Library at the Faculty of Political Science and Journalism, which is a part of the University Library, carries out exploratory and research activities contributing to development of library and information services available for its staff and students.

The Library offers:

library and information services to students and staff at the Adam Mickiewicz University in Poznań, access to periodicals, encyclopedias and reference literature, both in printed and electronic form, as well as online information databases, courses/instructions on how to use the library's collection and services, including the online search service.



The Library at the Faculty of Political Science and Journalism offers:

- 25 computer stations
- 1 Station for the visually impaired
- Self-service library material scanning stations
- Film editing stations (FINAL CUT)



The Library holds over 40,000 books. The collection is compiled per students' profiles and the needs of the Faculty staff. The collection is classified into different categories, in which, books can be found in the following areas:

Political Science

History

Security Science

Sociology, Psychology, Philosophy

Journalism

Political Thought

Organisation and Management

Local Government

Gender Studies



All books from the collection of the Student Library are listed in the library's online catalogue. The books are grouped into sections. Each discipline is represented by its core literature and is marked with stickers of different colour indicating the study area. All publications are open stack materials and should not be requested electronically. Books are kept on open shelves, which means that you can go and collect the items that you would like to borrow or browse the shelves to see other related material yourself. Books are placed on the shelves **alphabetically according to the title.**



The Library Collection is split into 3 categories:

the books that can only be used in the reading room
(orange stripes)-ordered alphabetically on the shelves

the books on shelves that everybody has got free access to (colour stripes)
ordered alphabetically on the shelves

the books in the warehouse- these must be ordered online
(no stripes)



Especially for the English-speaking readers, the Library prepared a collection of free access books in English

– ordered alphabetically on the shelves (**yellow stripes**)





Readers wishing to enrol with the library will need to come to the library to complete an enrolment form and should bring a valid form of identification with them (personal ID, student ID)

Before entering the library users are kindly requested to leave their coats in the cloakroom. Please leave your outer garments and bags in the lockers provided. Show your identification card to the library Staff



User's library account can be activated as follows:

on the premises of the library – a valid ID document or valid student ID are required. Registration fee applies (12 PLN). The prospective User is required to acknowledge the rules, terms and conditions for using the system and Regulations as well as the Information Clause for AMU library users;

All the formalities related to registration and annual renewal of the library account should be completed in person.



When registering with the library it is necessary to complete and sign the Declaration of the Library Reader of the Adam Mickiewicz University in Poznań. Subject to the requirements of Article 95 of the Statute of the AMU, the following personal data should be provided in the Declaration: surname, name, middle name (if applicable), PESEL number, library card number (ELS), address for correspondence and e-mail address. In order to enable the library to send information about order fulfilment, reminders about the impending due date of borrowed materials and electronic reminders, the reader is expected to provide his or her e-mail address. In addition, the reader may give his or her consent to obtain via e-mail organisational information and promotional materials related to training sessions, conferences and other educational and cultural events, including information of commercial nature.



USER'S DECLARATION (ADAM MICKIEWICZ UNIVERSITY LIBRARIES, POZNAŃ)

Mandatory fields to be completed:

Family name:First names:

Address of correspondence:

E-mail address:

PESEL number:

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Library card / mLegitymacja /
ELS / ELD card number:

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I hereby declare that I have read and understood Rules and Regulations for the use of the library-information system of the Adam Mickiewicz University in Poznań and the General Data Protection Regulation (RODO) Information for users of Poznań-based AMU libraries.

.....
Date and signature

Additional optional information:

To facilitate communication with the Library I hereby give my consent for my contact phone number (voluntarily provided) to be processed and used for any communication from the Library.

Telephone number:

I further declare that I have been informed that this consent can be revoked at any time in the future, and the withdrawal of the consent will not adversely affect my access to offered library services and resources.

.....
Date and signature



Logging in to your library account.

Employees, doctoral students and students of the Adam Mickiewicz University.

Select the "I'm from UAM" option and then enter your ID (your login) on the CAS website. The password for your library account is your email password.



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[ILL REQUEST](#)
[DIGIT CARDS ELECTRONIC CARD CATALOG](#)



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[ADVANCED SEARCH](#)

[All items](#)
[that contain my query words](#)
[anywhere in the record](#)



Primo Discovery Tool it's the primary source of information about the collections available in the library and information system of Adam Mickiewicz University (local and remote resources).

Primo also helps you manage your research. Sign-in in order to:

- UAM Library Catalog** - collections of the Poznań University Library (BUP) and organizational unit libraries (BJO), including traditional paper versions and online resources (e-books, e-journals and databases).
- Combined catalogues of the National Library** — resources of over 150 libraries from all over Poland, e.g. BN, BUW, BJ, UMK BU.

Access to the card catalogue and BUP databases and platforms:

- [DIGIT CARDS digitized card catalog](#) — access to BUP archive collections.
- [AMU Research Portal](#) — publications by Adam Mickiewicz University staff.
- [AMUReD Research Data Repository](#).
- [AMUR Repository](#) — full texts of doctoral dissertations and other works.
- [PRESSto](#) — scientific journals.

Searching resources doesn't require logging in - you can use it right away!

First steps in Primo

Logging in to your library account

- Employees, doctoral students and students of Adam Mickiewicz**

Help

Information Point
tel: +48 61 829 3817, -3872

Information and Knowledge Transfer Department
tel: +48 61 829 3875

Lending library BUP
tel: +48 61 829 3851

Interlibrary Loan
tel: +48 61 829 3852

[Libraries of organizational units](#)

Signing up allows you to:

- access to the reader's account
- displaying full search results
- ordering, reserving and extending the return deadline for library materials
- the possibility of remote use of electronic resources
- placing an interlibrary order or proposing the purchase of materials for the Library's collections
- creating favorites lists
- exporting collected data (e.g. to bibliography managers)



Literature search

Readers can use Library's online catalogue to conduct a literature search.

Online catalogue is available on the web lib.amu.edu.pl and on computers situated in the Library.



In order to submit a valid order or reservation it is important to mark appropriate location for collecting

After selecting a location, confirm the order by clicking

Item in place Additional call number: NP-26117
Material Type: Book
Location: Biblioteka Wydziału Nauk Politycznych i Dziennikarstwa Magazyn
Barcode: NP034609
Item Policy: Wypożyczane na zewnątrz

Request





Upon requesting library materials, you may choose the pick-up location of your choice from the drop-down menu and set the pick-up location as Circulation Desk. Items available for pick-up will be at the requested service desk for 7 days and you will be notified about the fact by e-mail.



If you wish to view and renew items currently checked out on your library card, view your holds, check their status, cancel or suspend them, go to your library account available at the University Library's web-page (lib.amu.edu.pl), ("My Account" tab). All book loans can be extended remotely one week before date due.



Please keep in mind that you are solely responsible for keeping track of library due dates. However, as a courtesy, the Library will now email you a remainder notice with the due date information (thanks to a new version of the system application of electronic reminder and overdue notices launched by the Library). A reminder notice will be issued to inform users about the date due. When a publication has not been returned by the default due date, an overdue notice will be sent to the patron.



Electronic reminder notices will be issued seven (7) days before items are due, whereas overdue notices are generated by the system and sent to patrons of the delinquents. Students who fail to return materials overdue notice will lose their borrowing privileges and all library services available for them may be blocked.



Reminders on overdue books are sent free of charge. Should the need arise, you can update your e-mail address on the User's Account in the on-line catalogue. Overdue fines can be paid either online or at the library. To check your account and pay a fine via electronic banking, by a credit card or a bank money transfer, go to your online library account in the on-line catalogue, choose: "Check and pay fines" button and follow the instructions.



Overdue recalled books incur a fine of 0.30 zł/day per item. Books can be checked out again only after the fine has been cleared from your account. Fines can be paid online or in person at the Library desk. To pay online, go to your account and click on the Pay link in the menu at the top.



E-RESOURCES:

Multi-search engine

Databases

E-books

E-periodicals



Library offers access to e-resources (bibliographic databases, full-text versions of journals and some other electronic documents) to academic staff, PhD students and students of the first and the second cycle. Only holders of valid Reader Card can use the service.

Access: by links to resources on the lists of sources - the user connecting to the network will automatically be redirected to the login form.



ADAM MICKIEWICZ UNIVERSITY, POZNAŃ

More informations:

<http://lib.amu.edu.pl/?lang=en>

<https://wnpid.amu.edu.pl/en/biblioteka>

Thank you for your attention

