UMF
UNIVERSITATEA DE MEDICINĂ ŞI FARMACIE
IULIU HAŢIEGANU
CLUJ-NAPOCA

VALERIU BOLOGA LIBRARY

LIBRARY USER GUIDE

OVERVIEW

The collection of the "Valeriu Bologa" Library has two locations:

1. **Head Office at 8 Victor Babes str:**
   - **3rd floor:** reference medical books; Romanian and foreign medical books from the clinical field (WA-WZ classification), reading room and computers.
   - **4th floor:** Romanian and foreign medical books in the preclinical field (QD-W classification); textbooks for English and French language teaching (CSE and CSF), reading room and computer room.
2. **B. P. Hașdeu str. 38-66**: textbooks/courses, workbooks for the Romanian section, bachelor's degree papers, doctoral theses and Romanian and foreign journals in printed format, reading room and computer room.

Contact date

Address: str. Victor Babes, nr. 8 400012 Cluj-Napoca, Romania

Tel: +40-374834215 (secretariat), +40-374834216 (4th floor), +40-374834217 (3rd floor) or +40-374834218 (Hasdeu Branch) E-mail: bibliotecaumf@umfcluj.ro

OPENING HOURS

Monday-Friday: 8:00-20:00

Saturday: 9:00-15:00

Sunday: Closed

**Users will be informed periodically about changes in the Opening hours on the website.*

ACCESS TO LIBRARY RESOURCES AND SERVICES

It is carried out on the basis of the user's card, which **must** be presented upon entering the library. The library card is issued at the premises at 8 V. Babes St., 4th floor and at the Hasdeu branch as follows:

Free for:

- ***UMF students*** - issuance is based on identity card/passport and student card.The permit is valid for the entire duration of studies and is updated every academic year.
- ***UMF* teaching *staff* -** issuance is made on the basis of the service legitimat ei and identity card. Legitimat a este permanentă i rămâne valabilă i după pensionare.
- ***Doctoral students*** - release is made on the basis of an identity card and a document proving the quality of doctoral student.

For a fee for **external users** (resident doctors, specialists, researchers, health professionals, pupils, students from other universities, etc.) 60 Lei/year or 20 Lei/month.

The card will be issued on the basis of the ID card/resident card/passport, student, pupil, identity card and the receipt proving the payment of the corresponding fee. UMF students will have priority in the reading room during the exam session.

In order to avoid additional waiting times for your permit, please pre-register at the beginning of the academic year using the link below:
http://www.liberty.umfcluj.ro/liberty/libraryHome.do
or by scanning the QR code (last page).

When you visit the library for the first time, the card will be issued by the library staff, based on the data entered during pre-registration.

In case of loss, damage or theft of the entry permit, the user has the possibility to receive a duplicate against the sum of **25 Lei**, according to the provisions of the Rules of Interior Order.

Borrowing documents at home

Students can borrow **documents** at home:

- up to 20 titles: courses and practical work for the duration of a semester, or strictly for the duration of the module corresponding to the specialization studied, Romanian section at the Hasdeu branch; English and French section on the 4th floor Babes.
- maximum of 3 books from the free shelf at the same time, for a period of 14 days, from the head office V. Babes 3rd or 4th floor.

The other categories of users can borrow a maximum of 3 books from the free access section at home for 14 days.

The borrowing period may be extended, either by the user (from their online account), by calling the librarian or by telephone, if the publication in question is not requested by another user.

Missing the **loan deadline** is penalized as follows:

Failure to return books: 5 lei / day / book; Failure to return textbooks: 0.5 lei / day / textbook

If the user has exceeded the repayment deadline, he/she will not be entitled to borrow other publications or have access to the reading room until the outstanding amount has been paid.

Destruction or loss of documents by users shall be sanctioned by physical recovery of identical documents or by payment of the inventory value of the documents, updated by applying the inflation coefficient to the day, plus an amount equivalent to up to 5 times the price so calculated.

Consulting documents in the reading room

Access for study in the reading rooms is by **appointment** only**.**

In this regard, please consult the library's website at: https://umfcluj.ro/universitate/despre-noi/facilitati/biblioteca/accesul- library/, at the bottom of the page you will find the programming guide and the map of the rooms.

If the reservation is not validated by physical presence at the library, it is canceled (after half an hour - during the session and after one hour - outside the session).

Seat reservations are valid for a maximum of 7 days (e.g. Monday to Sunday, Tuesday to Monday etc.). Even if the program allows reservations for a longer period they will be canceled later.

Consultation of the library's publications is facilitated by access to the free shelf, for the vast majority of them, the books are ordered according to the NLM classification displayed on the shelves.

Publications can be removed from the reading room only after they have been registered on the user's computer. For this purpose, users can contact the librarians or use the self-check machine (located on the 3rd floor of the main building), both for borrowing and returning books.

Information about the availability and location of the books can be acquired using the online catalog: https://liberty.umfcluj.ro/liberty

or by scanning the QR code (last page).

Lists of **bibliographies** specific to each academic year can be consulted by accessing the online catalog or by scanning the QR code (last page).

ACCESSING ELECTRONIC RESOURCES

The Library provides access to the literature through institutional subscriptions and as a member of the Anelis+ consortium. Students, teachers and staff at our university have access to the subscribed databases from home (IP-based) and/or remotely (mobile access).

From the UMF website for the resources listed on the library's website: https://umfcluj.ro/universitate/despre-noi/facilitati/biblioteca/resursele-electronice/ or by scanning the QR code (last page).

Available databases :

- Academic Search Ultimate
- British Medical Journals
- Cambridge Journals
- Clarivate Analytics – Derwent Innovations Index
- Clarivate Analytics – InCites
- Clarivate Analytics – Web of Science
- Clinical Key
- Complete Anatomy
- Dentistry & Oral Sciences Source
- Dynamed
- Nature Portofolio Journals
- Ovid
- Oxford Journals-STM
- ProQuest Central
- ScienceDirect Freedom Collection Journals
- Scopus
- SpringerLink Journals
- Taylor & Francis Journals-Med
- UpToDate Anywhere
- Wiley Journals

Ebooks:

- de Gruyter ebooks
- Elsevier ebooks
- Emerald eBooks Collection
- IEEE-Now Foundation EBooks Collection
- iGroup –American Library Association eBook Collection
- Sage eBooks Collections
- Wiley eBooks
- EBSCO eBooks
- Editura Springer Nature
- Editura Taylor & Francis
- Oxford University Press
- Institute of Physics Publishing

Accessing databases outside the UMF network

- ✓ In order to benefit from mobile access to the subscribed databases, the user will create an account from the university intranet on the http://www.e-nformation.ro website, either remotely (by additionally filling in a membership certificate) or from the library network by creating a mobile access account:

1. go to http://www.e-nformation.ro
2. click the 'Create account' button at the top left of the screen
3. complete the first part of the registration form, first name, name and e-mail and click on the "Register" button
4. access the message also from the UMF network, sent by E-nformation, by logging in to the e-mail account you registered with (check your spam)
5. click on the link in the body of the message which will direct you to part 2 of the online application form
6. fill in the other fields in the form: password, institution (select from the list), function (select from the list) and field of interest
7. check "Terms and conditions" and click the "Submit" button.
8. log in to your e-nformation account by filling in your login details (e-mail and password).
9. to access the list of subscribed databases, from your e-nformation account, click on the "Institutional profile" button.
10. click on the hyperlink created on the database of interest and you can thus access the respective database

- ✓ Remote access to the following university resources:
  - *Academic Search Gomplete*
  - *Cambridge Journals*
  - *DynaMED Plus*
  - *Dentistry and Oral Sciences Source*
  - *Oxford Journals - STM*

institutional:

https://accesmobil.romdidac.ro/register

The chosen password must contain at least 8 characters, including digits and special characters (e.g. #, @, &, *, %, !, ?, ?, $).

After filling in and submitting the form, you will receive a message containing the e-mail address confirmation link. (If the message does not appear in your Inbox, check your Spam/Junk folder).

If a valid institutional e-mail address has been entered in the form, after clicking on the link you will be authorized to consult the databases to which your institution is subscribed.

Once you have created your mobile access account go to:

https://accesmobil.romdidac.ro/login

- ✓ In order to access UpToDate remotely (outside the university network), individual registration is required on the website below in the university network:

https://www.uptodate.com/contents/search

After account creation, access is valid for 90 days from anywhere. Extending for another 90 days will be done by logging in again from the university network.

- ✓ To access the **Clinical Key** platform it is necessary to create an account on the link below based on your institutional email (from UMF!):

  https://www.clinicalkey.com/#!/remote-access

- ✓ For mobile access to *Complete Anatomy:*

  1. Download the free version of ***Complete Anatomy*** from the App Store for your device:

     https://3d4medical.com/download

2. launch the application and complete the registration in the application, using the institutional e-mail address with the extension @umfcluj or @elearn.umfcluj.

Institutional access code for students: 053279663853

- ✓ Access to the European Pharmacopoeia

To assign your account in the https://pheur.edqm.eu/ platform, please send an email to: cristina.ungur@umfcluj.ro, with your identification data (name, surname, umf email address).

By visiting the **Anelis Plus Association'**s website**,** https://anelis-plus.ro/ , you can find information on Open Access publishing opportunities through transformative agreements with Anelis Plus international partner publishers.

The trainings on subscribed databases are updated monthly on the library's website, section "Electronic Resources - Trainings", at the bottom of the page.

OPAC Catalog / Online Registration / Reservation

*Bibliographies

Library Website

Online Resources

Toronto Notes

UpToDate

*You can view these directly from the library's online catalog by logging in with your library card's barcode and your password.

+40-374834216 (4th floor)
+40-374834217 (3rd floor)
+40-374834218 (Haşdeu)

https://umfcluj.ro/universitate/despre-noi/facilitati/biblioteca/

bibliotecaumf@umfcluj.ro