

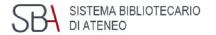




# GalileoDiscovery and Library Services

by Engineering Libraries Staff







is the University of Padova Library search tool



GAL(LEO DISCOVERY

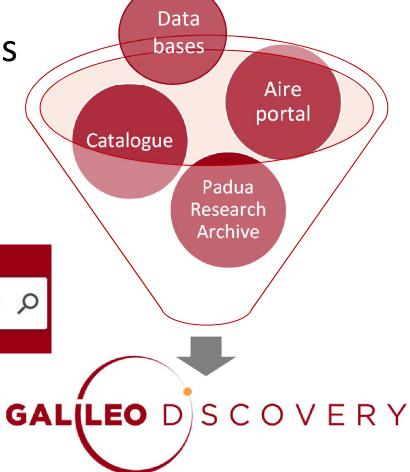
Search anything

### GalileoDiscovery

Search everything ▼



With just one query, you can find the materials for your research, regardless of their format (books, articles, journals, etc.)





# GalileoDiscovery



With a single search it is possible to retrieve at the same time, in

print and electronic format:

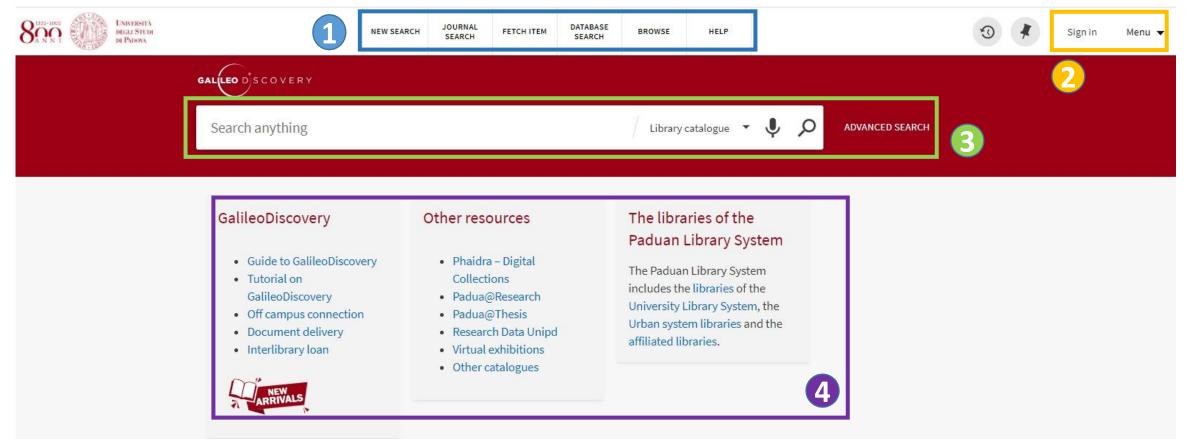
- Books
- Journals
- articles
- multimedia resources
- encyclopedic entries
- technical standards
- statistics
- contributions to open access scientific research
- • •





# GalileoDiscovery - Functional areas





1 Main menu

- 2 Authentication
- 3 Simple and advanced search
- 4 Information boxes



## GalileoDiscovery – Main menu



NEW SEARCH

quick way to start a new search



retrieves list of journals owned by our libraries. You can search by subject area, title or ISSN



allows you to enter the details of an article and to check if it is owned in electronic format



search by title of databases acquired by the University or free, even those that cannot be queried through Galileo Discovery



browsing by Author, Title, Series...

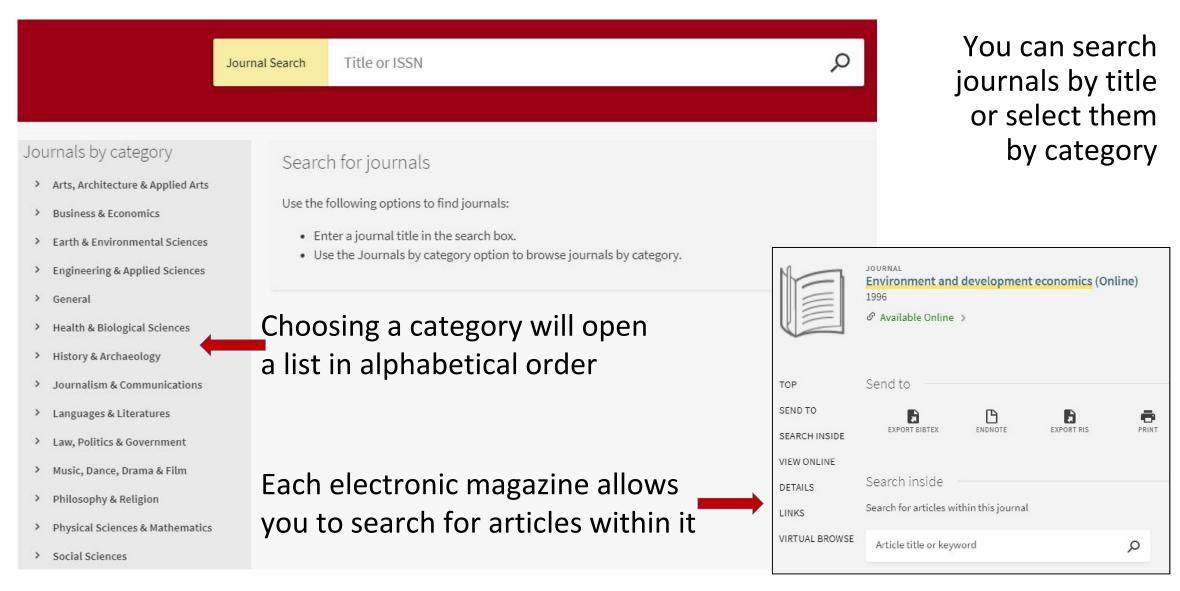


quick link to the Help service



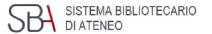
## GalileoDiscovery – Journal search menu







## GalileoDiscovery – Browse menu



You can scroll a list by Author, Title, Series, Dewey call numbers, Library of Congress call numbers, and Call numbers



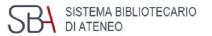
E.g. You want to search for the volumes of the *Environment, development, and public policy* series: select from the drop-down menu "Series" and enter the title

To see the titles of the series you have to click on the name





# UNIVERSITÀ Galileo Discovery — Database search and Fetch item 5th



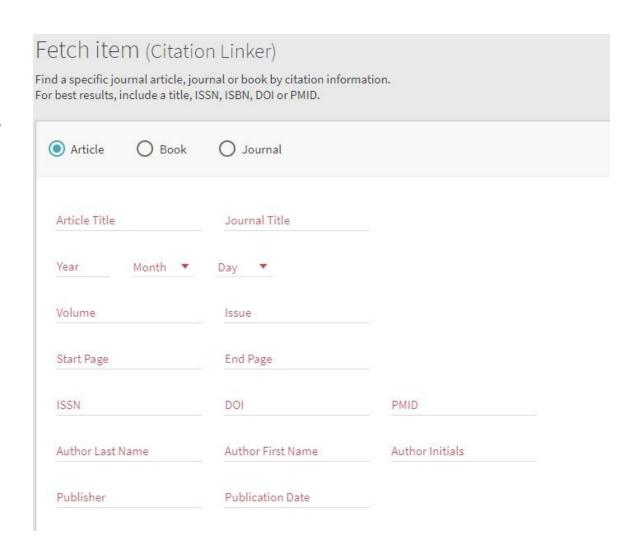


**Database search**: allows to search for a database by title



or Citation search:

allows to enter the details of an article and check if there is access to the electronic format





# GalileoDiscovery – Authentication Menu





View the latest searches made



Allows you to save your favorite references; if you are not logged in, the list remains active for the duration of the session



Send to login page and custom services

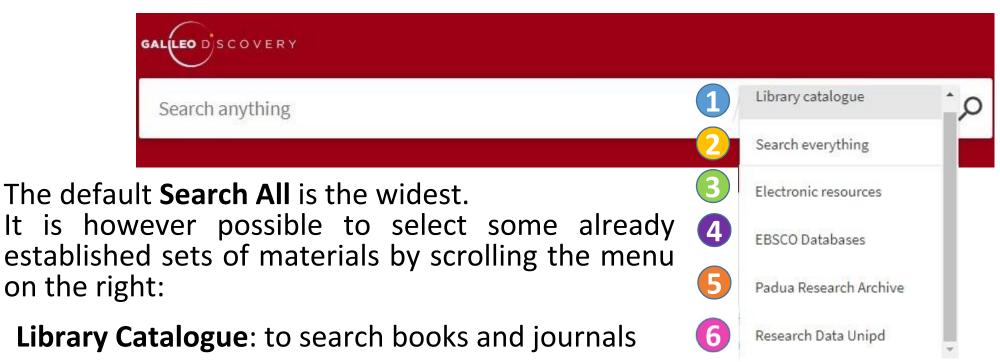


You can also access the menu as an authenticated user



### GalileoDiscovery – Library catalogue

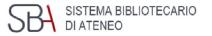




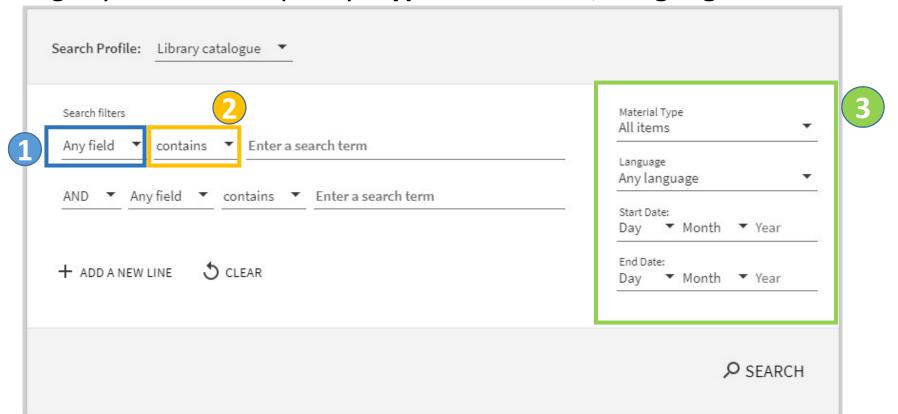
- Search everything:
- Electronic Resources: to search only electronic resources
- 4 Ebsco: to query only the databases of the Ebsco platform
- Padua Research Archive: for the University's research products
- **6** Research Data Unipd:



# GalileoDiscovery – Advanced search



- Allows to combine multiple elements and choose which element to search for each: Title, Author/creator, Subject, ISSN, Dewey classification
- For each field the options available are: contains, starts with, is (exact)
- On the right you can also specify: Type of material, Language and Dates





## GalileoDiscovery – Information boxes



#### GalileoDiscovery

- Guide to GalileoDiscovery
- Tutorial on GalileoDiscovery
- · Off campus connection
- · Document delivery
- Interlibrary loan



#### Other resources

- Phaidra Digital Collections
- Padua@Research
- Padua@Thesis
- · Research Data Unipd
- Virtual exhibitions
- Other catalogues

#### The libraries of the Paduan Library System

The Paduan Library System includes the libraries of the University Library System, the Urban system libraries and the affiliated libraries.

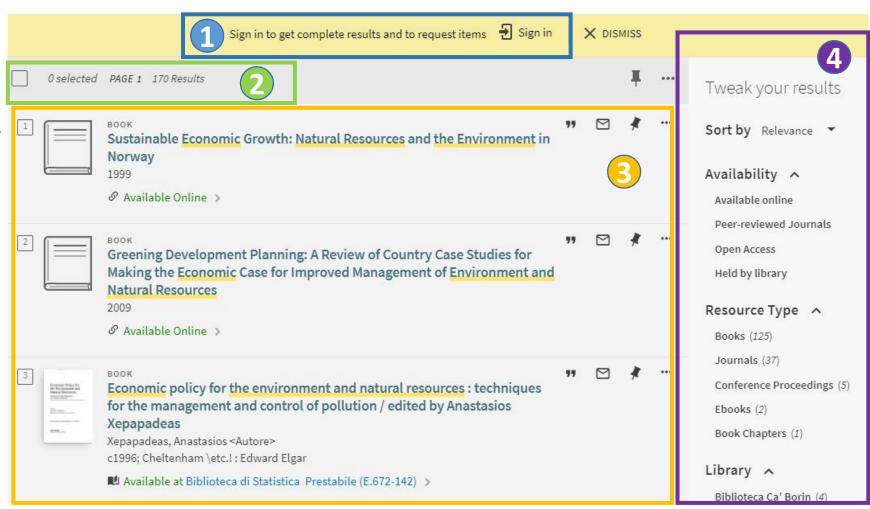
- guide to using GalileoDiscovery
- additional useful tools and services
- libraries participating in GalileoDiscovery
- click to see the list of all new acquisitions listed by library



# GalileoDiscovery – Results list



- Possibility to bypass authentication
- Displayed Page Total number of results Customize function
- Results page with short format records
- 4 Possibility to refine the results





# GalileoDiscovery – Refine results



#### Tweak your results

Expand My Results

Sort by Relevance ▼

#### Availability ^

Available online

Peer-reviewed Journals

Open Access

Held by library

#### Resource Type ^

Articles (1,783,258)

Newspaper Articles (50,294)

Book Chapters (39,692)

Reviews (23,190)

Reports (14,422)

Show More

The proposed filters change according to the results and it is possible to combine them.

#### Library ^

Biblioteca Beato Pellegrino (2)

Biblioteca Ca' Borin (9)

Biblioteca Centrale di Agripolis (5)

Biblioteca Centrale di Ingegneria (1)

Biblioteca Chiereghin Treviso (1)

Biblioteca CUR Rovigo - CUBO (1)

Show More

Subject 🗸

Creation Date >

Collection v

Author/Creator >

Language 🗸

Journal Title 🗸

New Records ∨



#### Galileo Discovery – View Results: Short Record





- 1 Number that identifies the record: useful for selecting single records
- Format of the material: it is identified by both the icon and the indication of the type of document above the title.
  - The generic icon can be replaced by the cover photo if available.
  - The Book icon refers to the modern, ancient and electronic books
- 3 Bibliographic data: clicking on the title in blue, takes you to the complete record
- **Availability**: if the document is on paper it will show the first location, if electronic it will offer the link to the full-text if available
- Short record actions



### GalileoDiscovery – Short record actions





Allow to capture and export the exact quotation of the displayed document



Allows to send the record selected from the search results to an e-mail box



If not logged in, it allows to select the result and add it to a provisional list of saved records

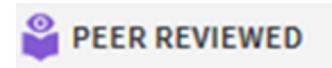


Allow various possibilities for exporting the result

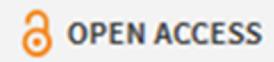


#### GalileoDiscovery – Information in short records





Indicates that the document has been peer reviewed



Indicates that the document is freely accessible because it has an Open Access license



Galileo Discovery - Complete record - print



These available entries starting from the complete record are:

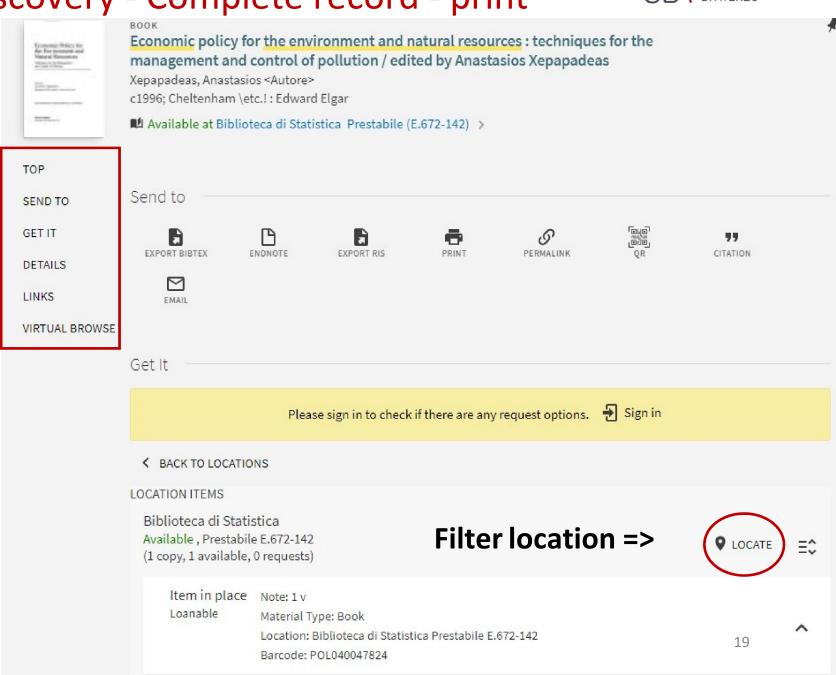
**Send to**: with several possibilities to export the record

**Get it**: indicates the location for print resources

**Details**: complete bibliographic record

Link: more links

Virtual browse: suggestions of similar materials





### Galileo Discovery - Complete record - electronic

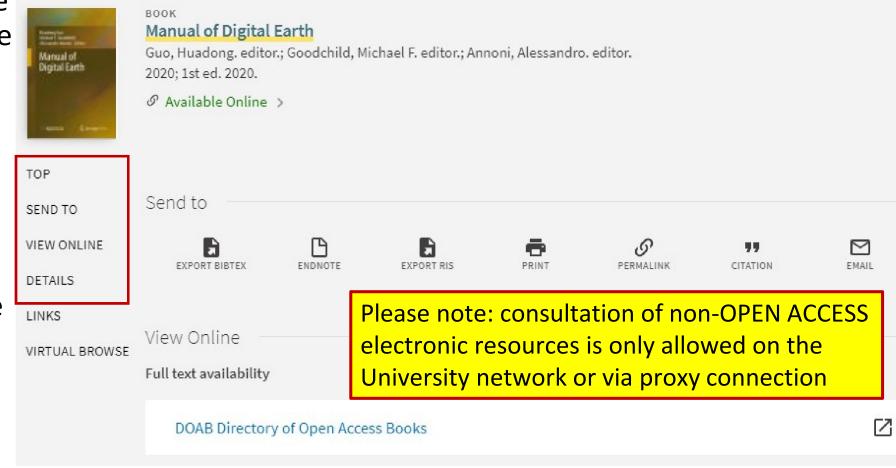


These entries are available starting from the complete electronic item record:

**Send to**: with several possibilities to export the record

View online: access to the electronic version

**Details**: complete bibliographic record





# GalileoDiscovery – e-book, e-journal

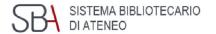


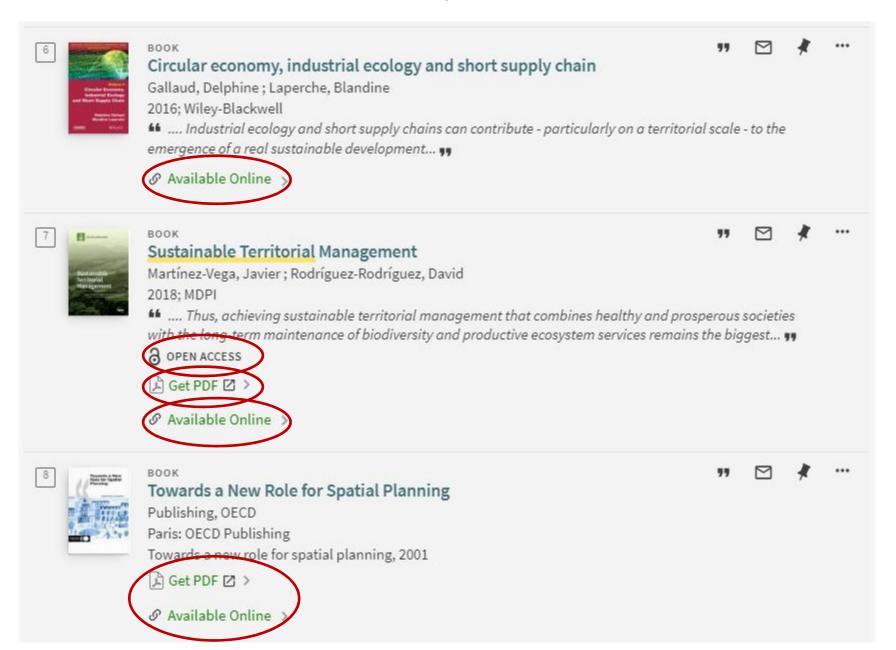
#### University of Padova is increasing its holding of electronic resources





# GalileoDiscovery - ebook search







# GalileoDiscovery – allows to:





Export the bibliographic record in standard BibTex format



Import the bibliographic record into EndNote



Export the bibliographic record in standard RIS format



Print bibliographic information



View and copy a permanent link



View bibliographic information formatted according to some preset citation styles



Scan the QR code to copy the item link



Send bibliographic information by mail



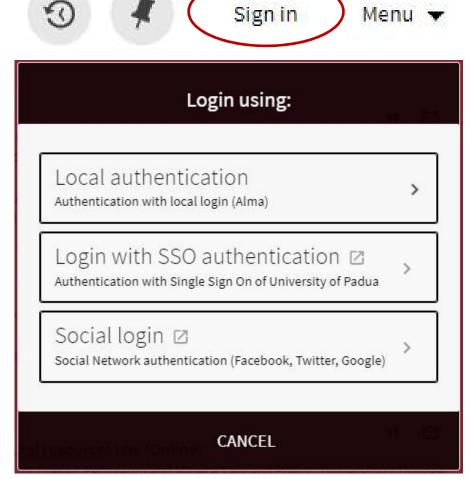
### GalileoDiscovery – User authentication



With **Authenticate** you use the personalized services of GalileoDiscovery

You can access with:

- Local authentication for those who are not Unipd institutional users and do not use the Social Login
- Single Sign On UNIPO SINGLE SIGN ON For institutional Unipd users
- Social Login for users of civic and affiliated libraries





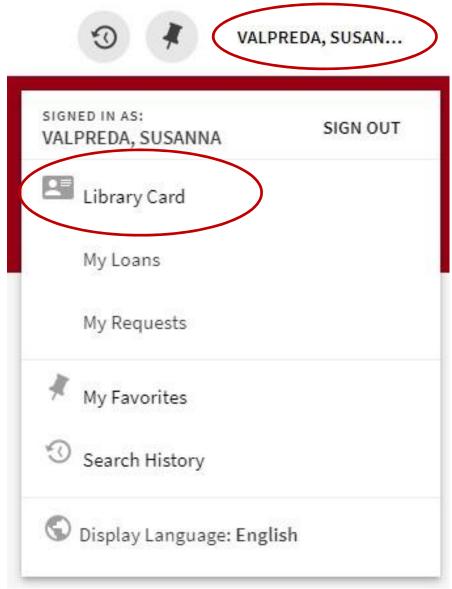
#### GalileoDiscovery – authenticated user's menu



By clicking on the name at the top right you access the General Menu

the General Menu

The first item refers to the library card

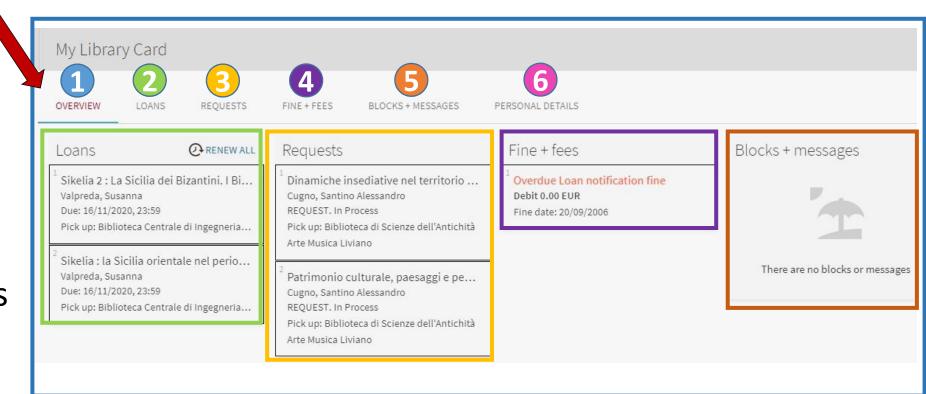




# GalileoDiscovery – My Library card

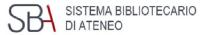


- Overview
- 2 Loans
- Requests (reservations)
- 4 Fines + fees
- 5 Blocks + messages
- 6 Personal details





# Degli Studi Galileo Discovery - Fines + fees. Blocks + messagges



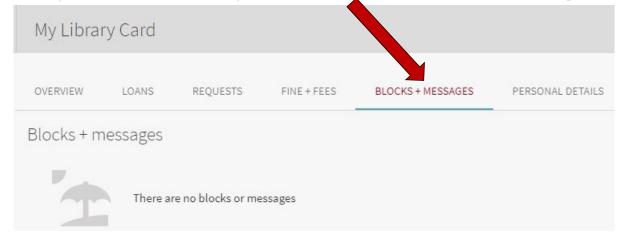
By clicking on Fine + Fees, any situation that the user owes appears (e.g. costs for

DD and ILL)



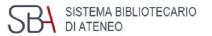
By clicking on Blocks + Messages, any blocks set by the libraries and messages

to the user are displayed





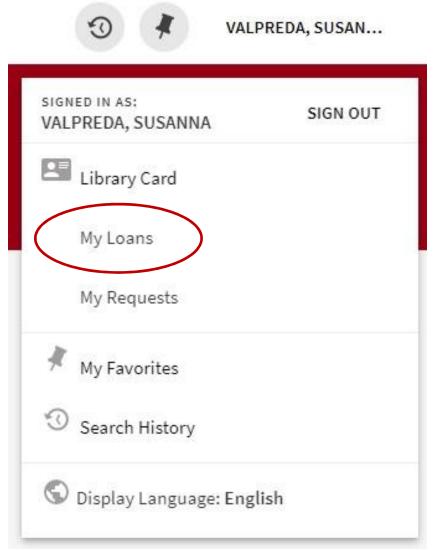
# GalileoDiscovery- My loans



You can access the list of your loans by clicking on My loans



Visible loans here are those registered by GalileoDiscovery

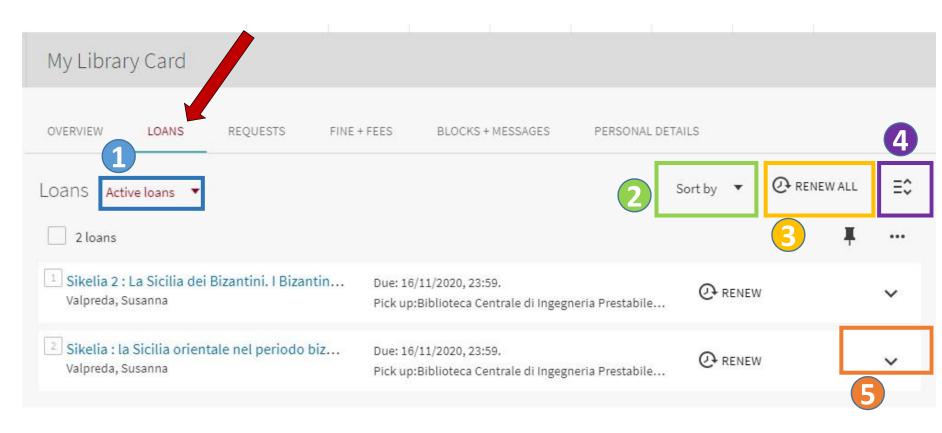




# GalileoDiscovery - My loans



- 1 Active/historical loans
- Sort by
- 😉 Renew all
- 4 Expand all
- 5 Expand



Galileo Discovery reports if there are loans due or overdue



If there are overdue loans, it is not possible to renew



# GalileoDiscovery -Loan renew



You can renew all or some of the loans from this screen by selecting them





# GalileoDiscovery - My requests

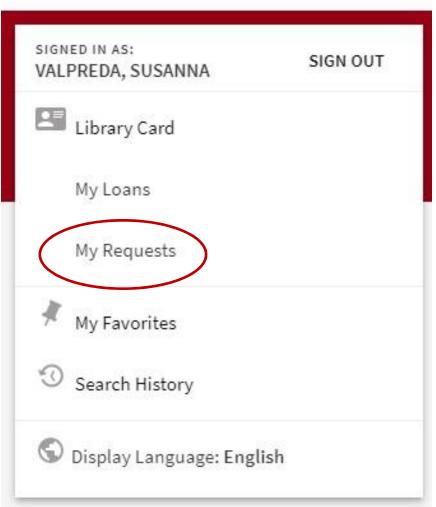


0



VALPREDA, SUSAN...

By clicking on My requests you can consult the list of reservations in progress (available or pending)





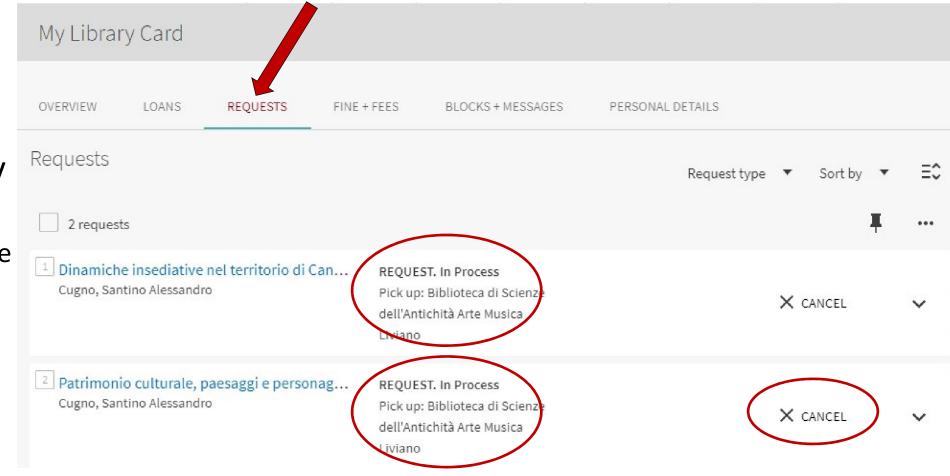
# GalileoDiscovery - My requests



GalileoDiscovery reports if there are books available to loan in the library

If the book is not available yet, Galileo Discovery reports the position in queue

Requests can be deleted one at a time





# Galileo Discovery - How to request a book



#### 1) Search a book



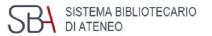
#### 2) Check the locations: the copy is not available



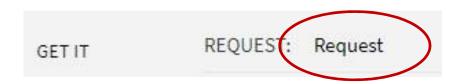
You may see Purchase Request button or No Request Available for this record



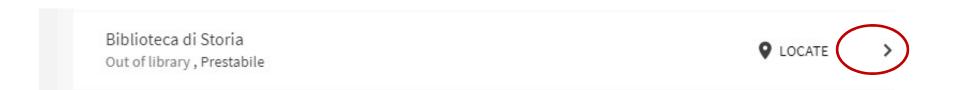
## GalileoDiscovery - How to request a book



#### 3) Click the Request button directly

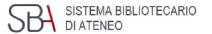


or choose the location you prefer by clicking on it





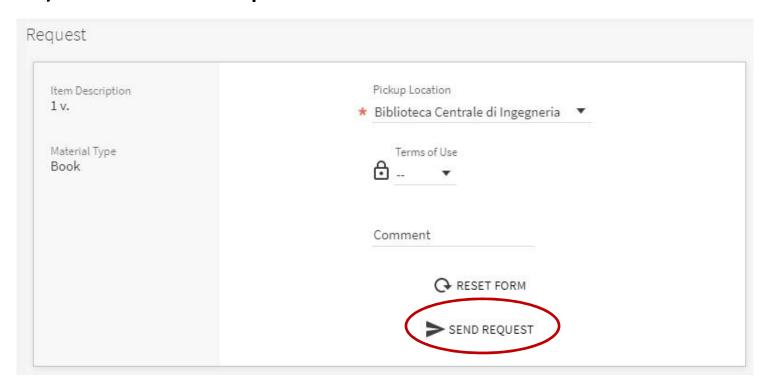
# Galileo Discovery - How to request a book



#### 4) Click on Request

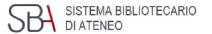
On loan until 30/09/2020 23:59:00 CEST (0 requests) 1 v.
15 Days Loan

#### 5) Send the request



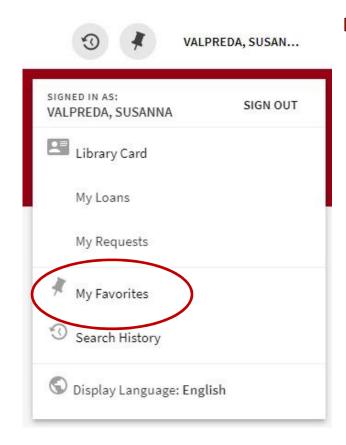


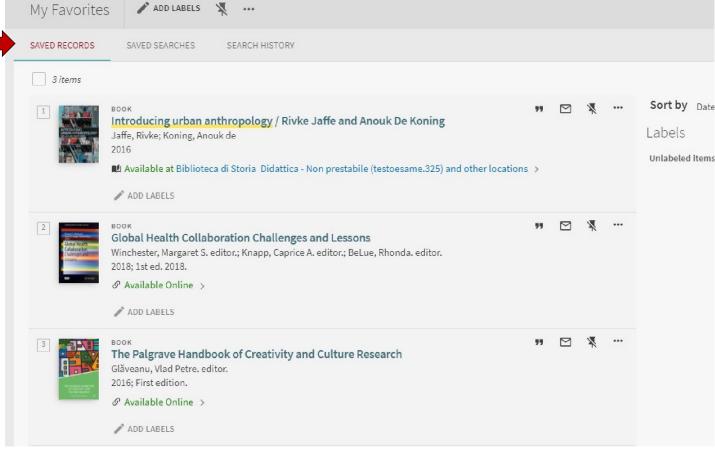
# GalileoDiscovery - My favorites



By clicking on My Favorites you can access the list of records saved during the search and you can organize the list of saved results by grouping

them with labels







#### GalileoDiscovery - My favorites - Labels



Multiple labels can be associated with the same record.

If you delete a "copy" from the general list, it is permanently deleted from My Favorites and no trace remains, even if it has a label.

"Unlabeled copies" are saved records to which no labels have been associated.



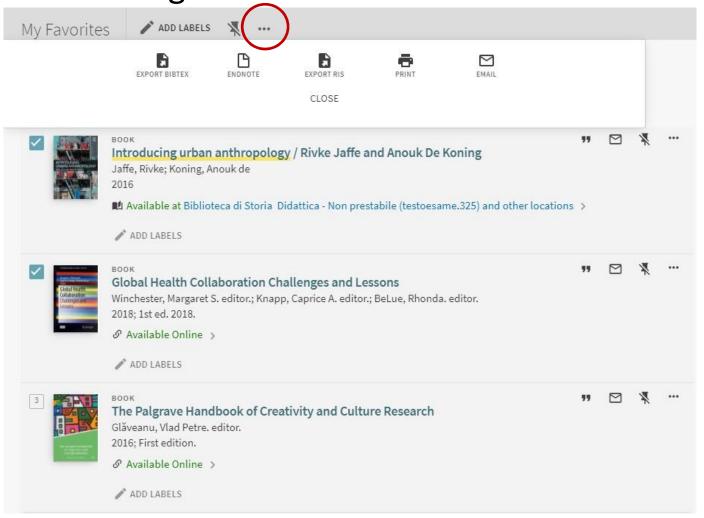
They are not folders, but tags!



#### GalileoDiscovery - My favorites - export



Alternatively, you can export all or part of the records by selecting them and clicking on the three dots

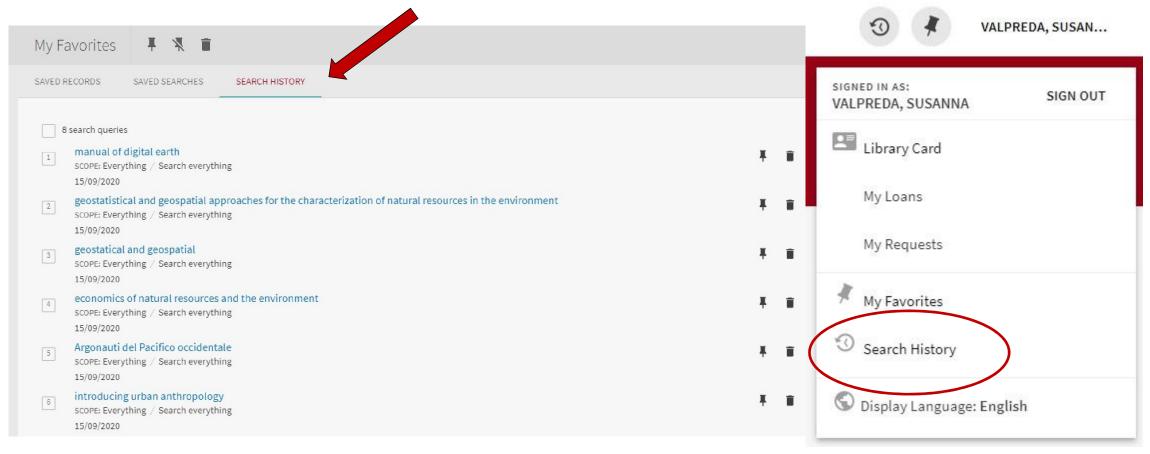




### GalileoDiscovery – Search History

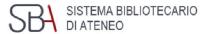


The last ten searches made are available in Search History. They can eventually be saved or deleted





#### Galileo Discovery - Saved searches - Alerting services







**Rss Feed**, clicking on this icon creates a url that is stored on the Rss Reader in use on your computer, tablet or smartphone



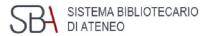
Alert, send an email to the registered address



Delete this search from your saved searches

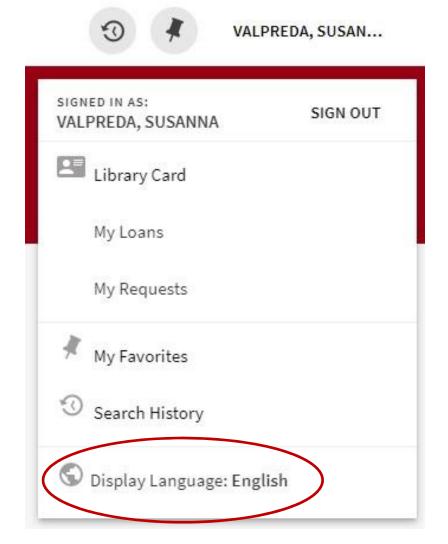


#### GalileoDiscovery - Show language



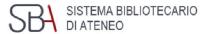
The last item of the Display language menu allows you to set your preferred language. At the moment it is possible to choose only between Italian and English



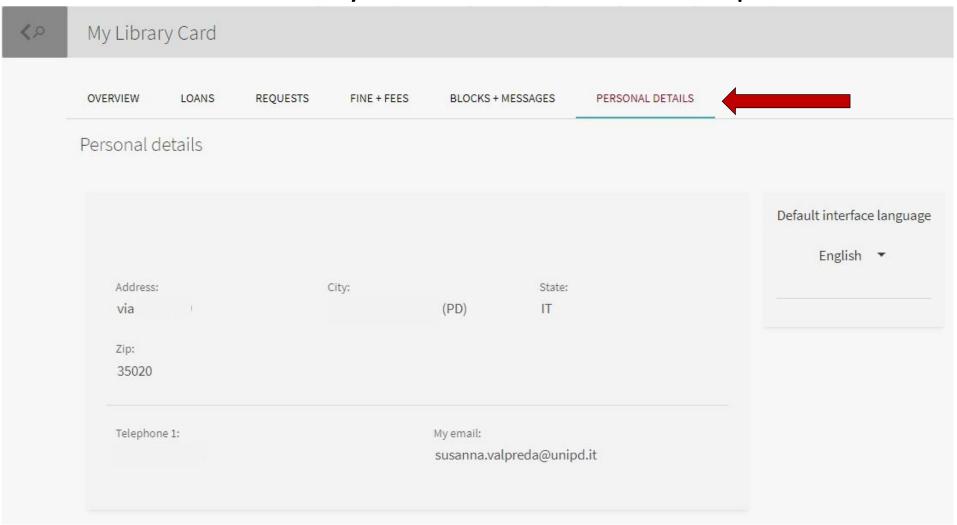




### Galileo Discovery - Personal detailes

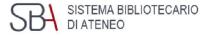


#### With Personal Details you can access the user's personal card





#### GalileoDiscovery - Search



At any time, you can return to the Search interface, using the arrow at the top left of the bar









#### Wildcard characters

In Galileo Discovery you can use the asterisk as a truncation character - eg. cultur \* for culture, cultural, and culturally - and the question mark for any character - eg. wom? n for woman, women

#### Exact phrase

You can use quotation marks "" for the exact phrase - eg. "Legislative Decree 19 September 1994 n 626". When using this type of strategy in quick search avoid adding other logical operators. If you want to combine logical operators and exact phrase use the advanced search









#### Use of parentheses

When using more than one operator, Ex Libris recommends using

parentheses to clarify precedence

```
shakespeare AND (tragedy OR sonnet)
```

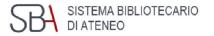
It is preferable to use the logical NOT operator at the end of the search

string

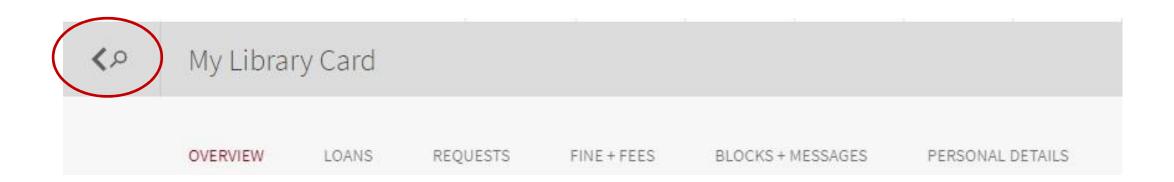
```
Shakespeare AND (tragedy OR sonnet) NOT Hamlet
```



#### GalileoDiscovery - Search



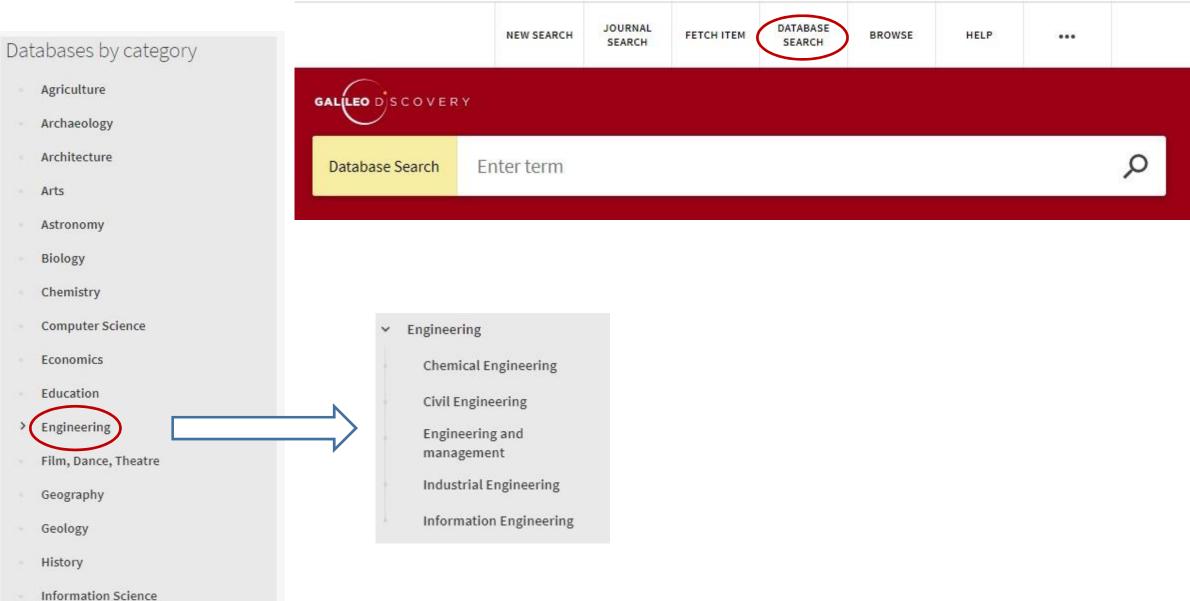
At any time, you can return to the Search interface, using the arrow at the top left of the bar





### GalileoDiscovery - Databases







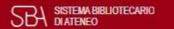
#### Engineering Libraries Services – Digital Library







http://bibliotecadigitale.cab.unipd.it/en/









Using the Libraries



In this section, you can find information on using the library, including opening hours, how to borrow books, and how to access services.

#### HIGHLIGHTS

List of Libraries (ITA)

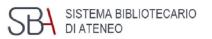
Printing and Copying Services myPrint -Instructions (PDF)

#### Engineering Libraries Services — Using the libraries

Locations and Hours	Joining the library	Borrowing books	
Training courses	Photocopying, printing and scanning	Interlibrary Loan	
Document delivery			



#### Engineering Libraries Services – Physical libraries



Biblioteca Centrale di Giurisprudenza -Sezione di Diritto Pubblico, Internazionale e Comunitario - Sede di Diritto Internazionale



- Giurisprudenza
- Check the website
- Via Anghinoni, 3 35121 Padova
- +39 049 8273664
- biblio.pubblico@unipd.it



- Ingegneria civile, architettura, ingegneria industriale e dell'informazione
- Today: OPEN · 08:30-18:00
- Via Loredan, 20 35131 Padova
- **\** +39 049 8274100 ; +39 049 8275415
- biblio.inge@unipd.it



- Ingegneria
- Today: OPEN · 08:30-17:30
- ♥ Via Giovanni Gradenigo, 6A 35131 Padova
- **\** +39 049 8277692
- biblio@dei.unipd.it



- Ingegneria
- Today: OPEN · 08:30-17:30
- Via Venezia, 1 35131 Padova
- **\** +39 049 8276755
- biblio.dim@unipd.it



- Ingegneria
- Check the website
- Stradella San Nicola, 3 36100 Vicenza
- **\** +39 0444 998716; +39 0444 998717
- biblioteca@gest.unipd.it



- Psicologia
- Today: OPEN · 09:00-18:00
- Via Venezia, 12/2 35131 Padova
- **\** +39 049 8276470
- biblioteca.psicologia@unipd.it



### Engineering Libraries Services – Loan conditions



AVAILABILITY STATUSES	LIBRARY USERS	NR. OF LOAN ITEMS	LOAN PERIOD
Loanable	STUDENTS	up to 15	30 days renew: up to 6 months
15 days loan (course reserves or textbooks, 2 <sup>nd</sup> copy)	STUDENTS	up to 15	15 days renew: up to 75 days
Overnight and vacation loan (dictionaries, handbooks, journals)	STUDENTS	unlimited	1 day (until tomorrow at 10 a. m.) No renewals
Not loanable (course reserves or textbooks)	STUDENTS	-	In-house use only
Not loanable (professors' books)	STUDENTS	-	-



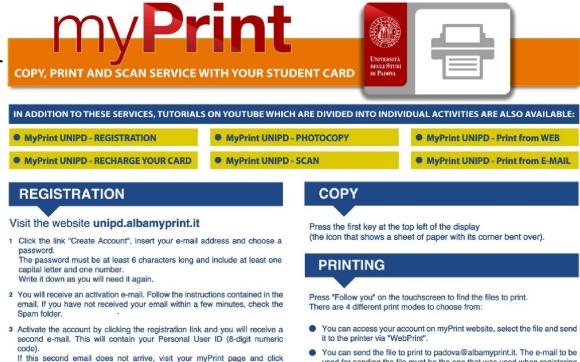
#### **Engineering Libraries Services - Photocopying**



#### Self-service scanning, photocopying and printing

You can make your own photocopies with your student card.

Your account is linked to your University ID card.



Remember!

Reproduction of published materials is subjected to copyright law. You can photocopy only 15% of a book or an issue.

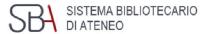
You need to register an account on <a href="https://unipd.albamyprint.it/">https://unipd.albamyprint.it/</a>

"My profile" and "Edit User ID" to receive a new link or contact 392 92 99 095

used for sending the file must be the one that was used when registering



#### Engineering Libraries Services – Wi-fi connection



eduroam is an international roaming service for users in research, higher education and further education.

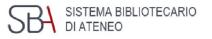
Engineering Libraries offer you a free wi-fi connection



It provides researchers, teachers, and students easy and secure network access when visiting an institution other than their own



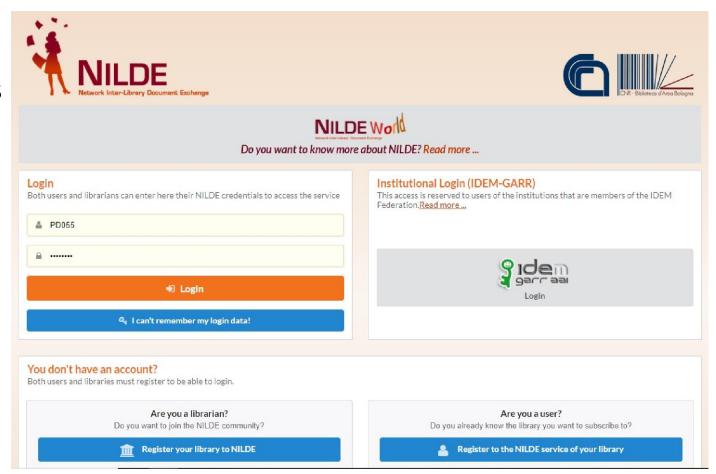
### Engineering Libraries Services – Document Supply



Journal articles and book chapters not available in University of Padova libraries can be requested through the

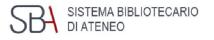
**Document Delivery service (DD)** 

https://nilde.bo.cnr.it/





### **Engineering Libraries Services – Document Supply**





Books not available in the University library system can be requested through the *Interlibrary Loan service (ILL)*.

The service is not for free.

http://bibliotecadigitale.cab.unipd.it/en/interlibrary-loan/interlibrary-loan-service



#### Engineering Libraries Services - Ask@librarian



- Do you know how to start your research?
- Have you troubles finding materials?
- Do you need any help with search tools?

#### Feel free to contact us! The service is available to Engineering students and academic staff

- Ask @ librarian <a href="https://www.dei.unipd.it/helpdesk/open.php?topicId=39&lang=en\_US">https://www.dei.unipd.it/helpdesk/open.php?topicId=39&lang=en\_US</a> clicking on SSO (Single Sign On) UNIPD: name.surname@studenti.unipd.it

  A librarian will contact you within 3 working days
- in person or virtual meeting using Zoom-library staff are at your disposal to help you using searching tools (catalogues and databases):
  - at the biblioteca Centrale di Ingegneria, on Tuesday and Wednesday, 10.00-12.00 a.m.
  - at the biblioteca Bernardi, on Monday and Wednesday, 2.00-4.00 p.m.
  - at the biblioteca Someda, on Tuesday and Thursday, 2.00-4.00 p.m.
  - at the TGSI library, on Friday, 9.30-11-30 a.m.





#### **Engineering Libraries Services - Off-campus connection**



The Auth-Proxy service allows off-campus access to University of Padova electronic journals

and databases both from Italy and from abroad.

This service will be available until the institutional email address (@studenti.unipd.it) is active.



Off-campus connection: <a href="https://bibliotecadigitale.cab.unipd.it/en/search-tools/off-campus-connection">https://bibliotecadigitale.cab.unipd.it/en/search-tools/off-campus-connection</a>

Auth-proxy guides and tools: <a href="http://bibliotecadigitale.cab.unipd.it/en/auth-proxy">http://bibliotecadigitale.cab.unipd.it/en/auth-proxy</a>



#### Engineering Libraries Services – App Affluences





Italiano >

Istituti / Biblioteche / Biblioteca Centrale di Ingegneria / Prenotazione











To access the libraries the reservation of the seat is required through the Affluences app

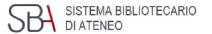
Affluences mobile app is free, ad-free, and freely downloadable from the App Store and Google Play.







#### **GD & Library Services Presentation materials**



# GalileoDiscovery and Engineering Library Services Presentation slides are available here

http://biblioingegneriacentrale.cab.unipd.it/usa/laboratori/materiali







## Thank you for your attention!

We are at your disposal

If you have a question, a suggestion, or a comment about Library services or resources, please feel free to contact us



