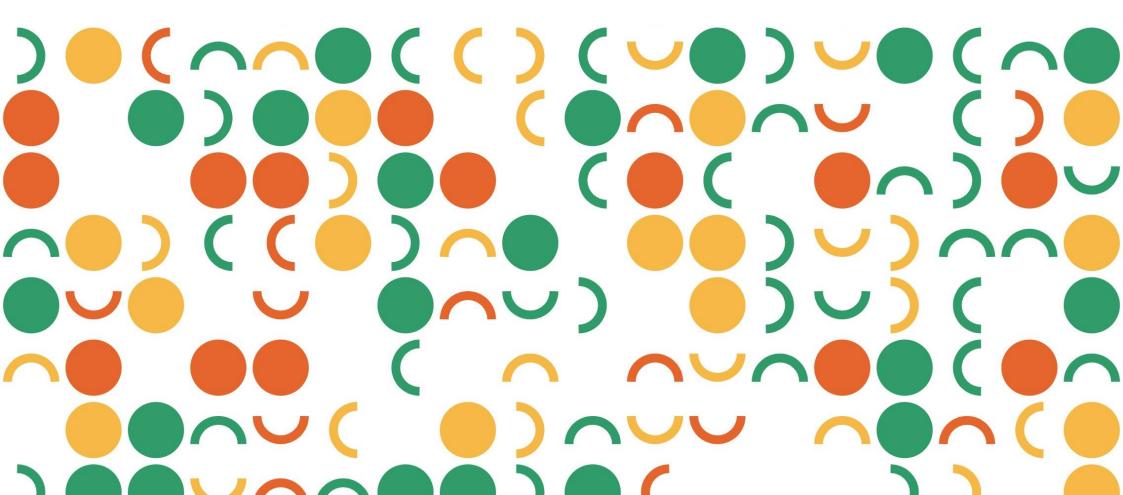


Library Guide



Trivia

8 branches

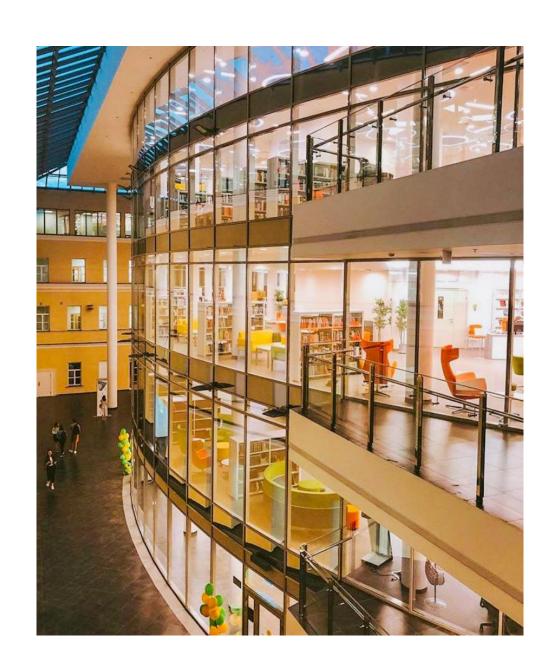
1993 HSE Library first opened

900 seatings

60 Oprinted publications

>50 e-Resources

the Library at Pokrovsky boulevard



Library Etiquette

Please follow these rules to make visiting HSE Library reading halls a pleasant experience for all patrons and guests:



leave your coats in the cloakroom



do not take several work spaces



keep quiet in "silent zones"



leave the books you finished in orange crates in the open access reading halls



put your phones on silent mode



patrons and other visitors under the age of 16 years may use 24/7 reading halls from 23:00 to 06:00 only with a supervision from a parent or a guardian



treat Library's property with care



HSE alumni and private parties can stay in the reading halls from 10:00 to 23:00

See the complete list of <u>HSE Library rules</u>

Services

- ✓ join the Library online and get a password for remote access to electronic resources
- ✓ receive advice on how to work with our resources
- ✓ use search tools for printed and electronic collections
- ✓ join the Library information trainings
- ✓ order books and periodicals to be added to the Library collection (for teachers and staff members)
- ✓ use digital delivery service

- ✓ contact us at Hotline
- ✓ replace lost items online
- ✓ book a space for your study group or pick a private space
- ✓ choose books from the open access shelves
- ✓ keep your selected books in the Library for 3 days
- ✓ take a tour around the Central Library
- √ see our book exhibitions



Get Your Library Card and Remote Access

Click <u>"Online registration"</u> button at the Library website



Your card will appear on HSE App X and we will email you its number and your remote access password in the next two business days

Learn HSE Library Rules. Fill in the registration form. Use HSE email address (@edu.hse.ru, @hse.ru)



Get extensions for remote access

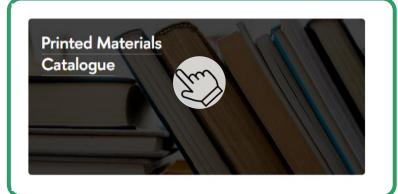
Using Electronic Resources

Tool	Capabilities
Electronic resources navigator (only in Russian)	Select available databases and electronic libraries by subject, language and resource type
TDNet Discovery	Use simple and advanced search through the whole Library's electronic subscription, filter the results, have seamless access to full texts
Telegram bot <u>Book detective</u>	Search books in Russian databases



Printed Materials Catalogue

Library Guide



In the Printed Materials Catalogue search results are compiled in a list you can sort through by clicking a header of each column.

You can add the books you need to the "Bookshelf" in your user account or make a list through the "Print list" button.

You can also hide the columns you do not need right now. To find a book in the reading hall, note its shelf index.

To see a document's details, click on it and see additional information below.

On the "Brief information" tab you will learn ISBN of the book, its place of storage and the shelf index.

Go to the tab "Exemplaire" to find out how many copies of a particular book are available and whether any of them can be checked out.

Find the information about volumes of multivolume publications, study kits' parts, journal issues and articles in the "Other relations" tab.



How to Borrow Books

You can borrow every book without letter "K" on the spine in the Library branches with open access option. If a book has this letter, use it only in the reading halls.

You can **extend** your loan for printed publications from the fiction collection and the academic collection (if they are not in high demand) in person, by phone, by sending a request to <u>library@hse.ru</u> email, on HSE App X or using your <u>user account</u> on Printed Materials Catalogue.

You can borrow academic collection books

for 15 days

and check out

up to 5 items simultaneously



You can borrow fiction collection books

for 30 days

and check out

up to 5 items simultaneously





Study Collections

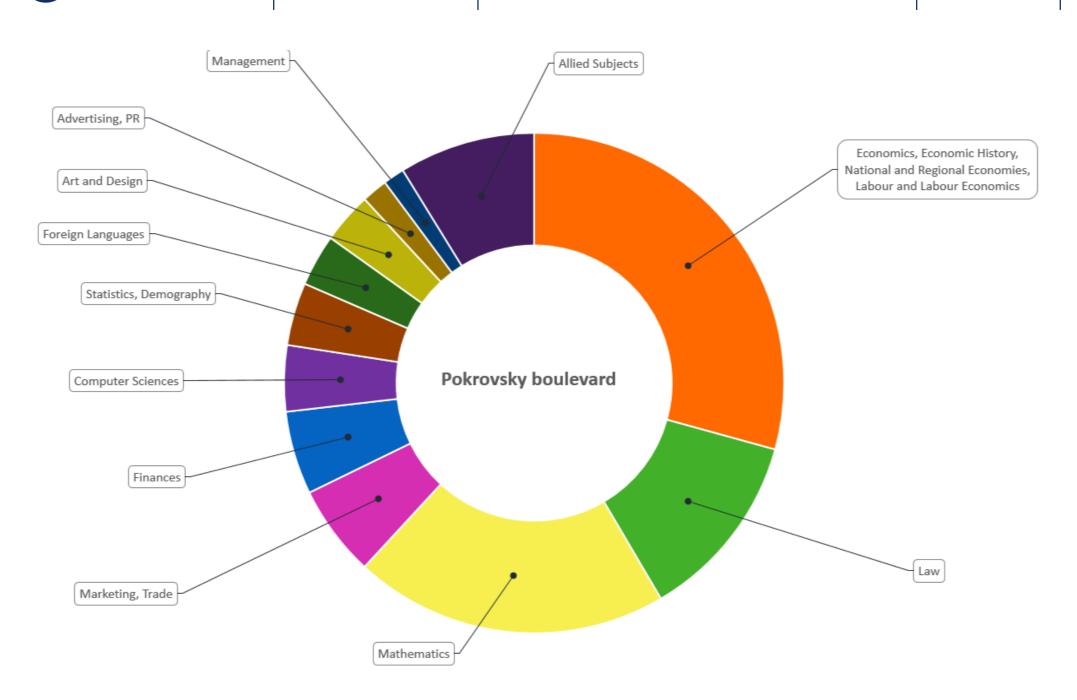
Library Branch	Faculties and Institutes
Central Library and ICEF Library Pokrovsky blvd. 11	Geography and Geoinformation Technology, Creative Industries, Computer Sciences, Mathematics, World Economy and International Affairs, Law, Economic Sciences, International College of Economics and Finance
Myasnitskaya st 20	Biology and Biotechnology, Humanities, Urban and Regional Development, Social Sciences, Physics, Chemistry, School of Foreign Languages
Shabolovka st 28/11, building 2	Graduate School of Business
Tallinskaya st 34	HSE Tikhonov Moscow Institute of Electronics and Mathematics
3rd Kolobovsky lane 8, building 2	Lyceum

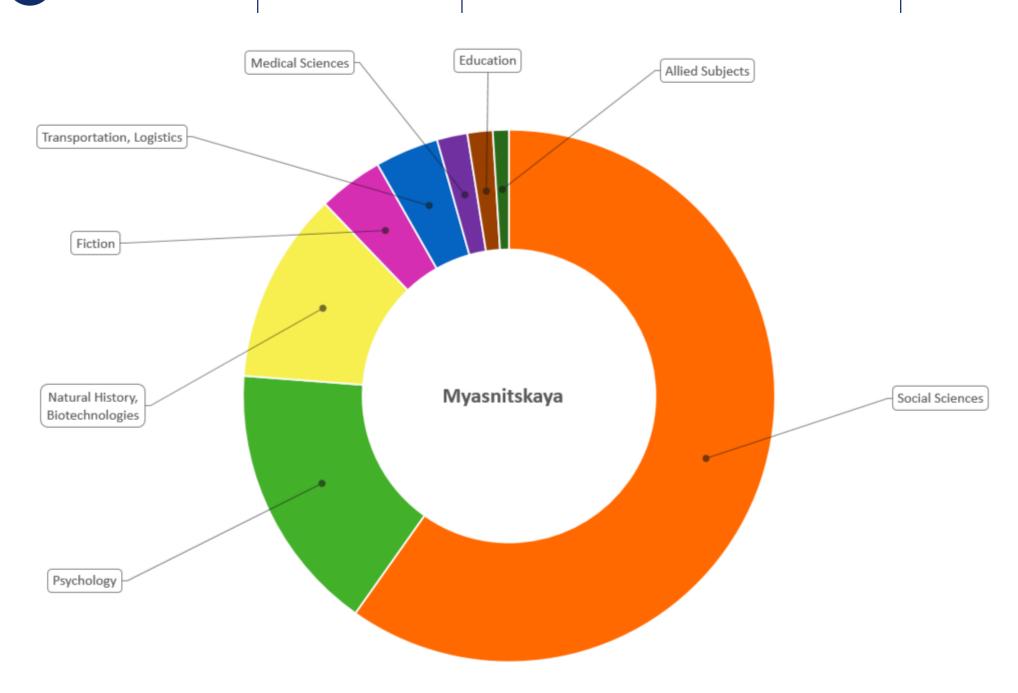
Library Guide

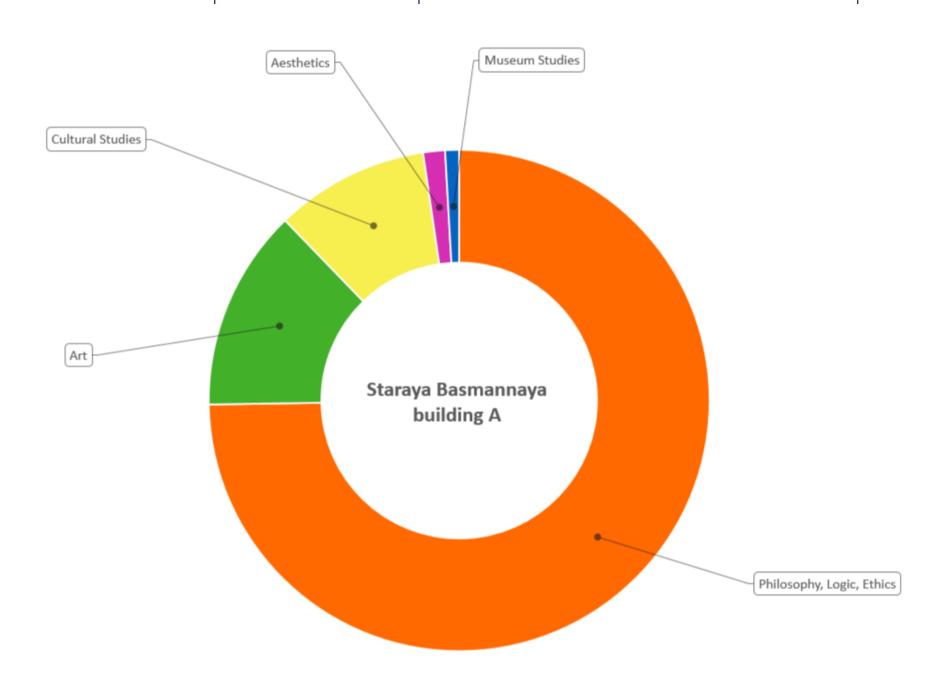
The study collection books are due:

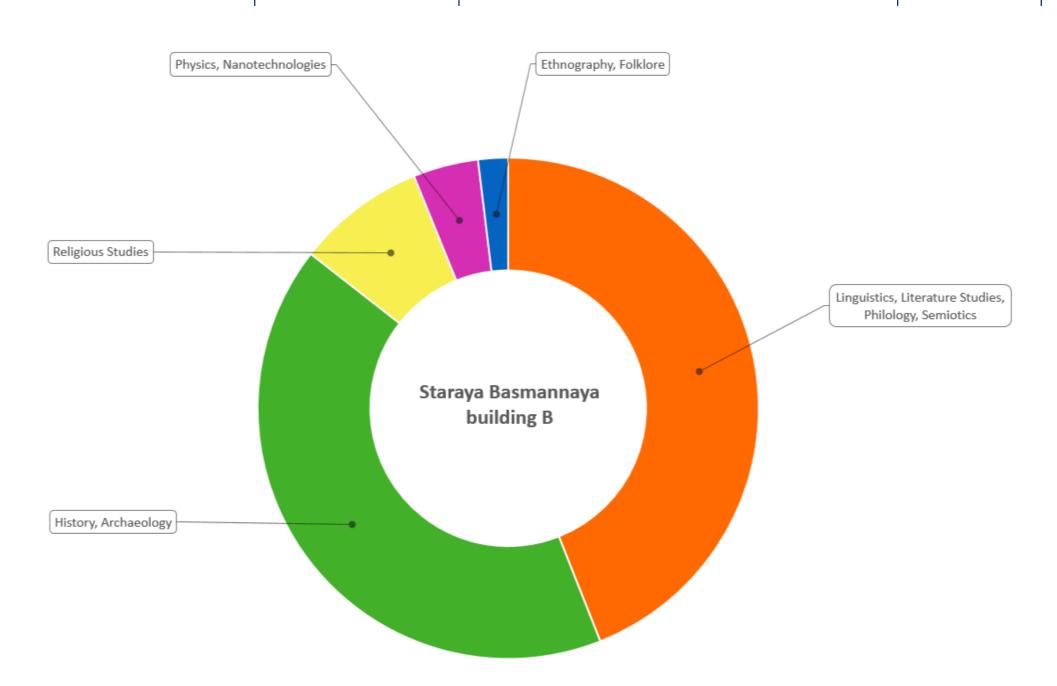
1st module — November 15 2^{nd} module — January 253rd module — April 15 4th module — July 15

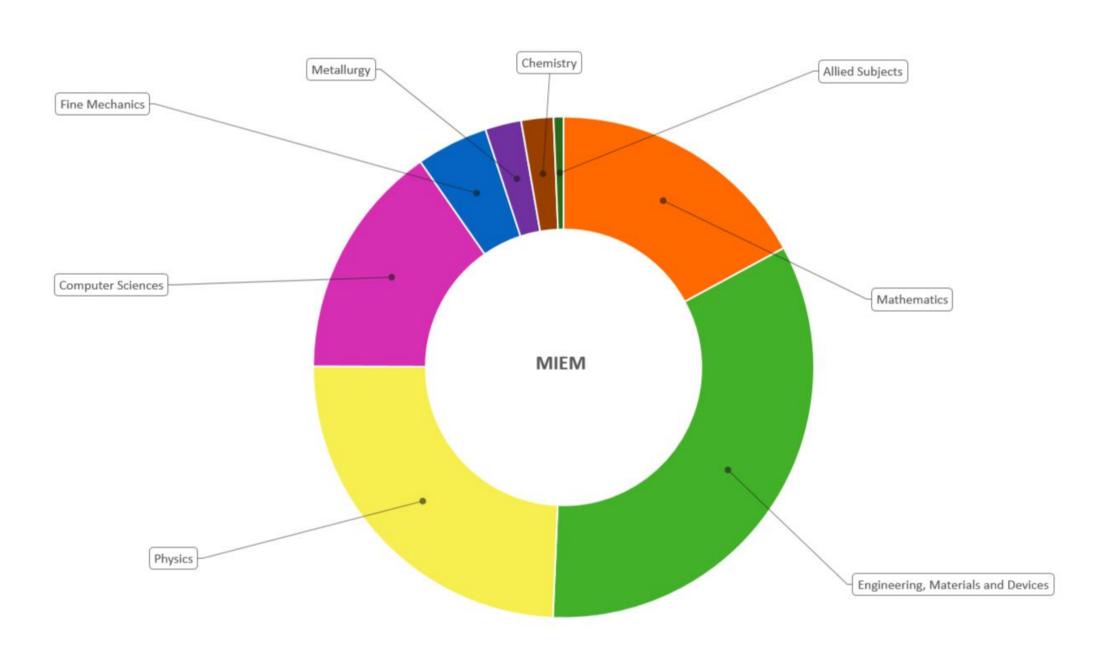
We can extend your loan for study collection books if the subject will still be taught in the next modules.











Pokrovsky boulevard

Staraya Basmannaya

building A



Myasnitskaya











Library Guide

CEF





Library Guide

Addresses and Opening Hours

Address, phone number, nearest metro station	Reading hall 24/7	Reading hall	Study collection	Academic collection	Fiction collection
Pokrovsky blvd. 11 (Central Library) Tel.:+7 (495) 916 8927 Kurskaya, Chkalovskaya, Kitay-Gorod	24/7	Mon – Fr: 10:00—21:00 Sat: 10:00—18:00			
Myasnitskaya st 20 Tel.: +7 (495) 628 8510 Lubyanka, Chistye Prudy, Turgenevskaya, Sretensky Bulvar		Mon – Sat: 10:00—23:00		n – Fr: 20:00 Sat: 18:00	Tue, Thu: 12:00—20:00
Shabolovka st 28/11, building 2 Tel.: +7 (495) 772 9590*15024 Shabolovskaya					
MIEM, Tallinskaya st 34 Tel.: +7 (495) 772 9590*15241 Strogino		Mon – Fr: 10:00—21:00			
Staraya Basmannaya st 21/4, A Tel.: +7 (495) 772 9590*22066 Baumanskaya, Krasnye Vorota		Sat: 10:00—18:00			
Staraya Basmannaya st 21/4, B Tel.: +7 (495) 772 9590*15541 Baumanskaya, Krasnye Vorota		Mon – Sat: 10:00—23:00			
ICEF Pokrovsky blvd. 11 Tel.: +7 (495) 772 9590*27115 Kurskaya, Chkalovskaya, Kitay-Gorod		Mon – Fr: 09:30—20:00 c6.: 09:30—18:00		n – Fr:)—18:00	
Lyceum, 3rd Kolobovsky lane 8, building 2 Tel.: +7 (495) 772 9590*22522 Tsvetnoy Bulvar, Trubnaya		2	n – Fr: —17:00		





Acquiring Books

You can file requests for the Library to order books on SmartPoint in Administrative Services list. All teachers and staff members of HSE Moscow campus can use it, with the exception of ICEF and GSB staff. We buy printed books from foreign publishers 2 times a year and announce the due dates for submitting requests via email. If you would like to buy a book from a Russian publisher, please note that we buy them systematically throughout the year as the applications roll in. If you have any questions regarding the new service, please contact Elena Shukshina at eshukshina@hse.ru.

Click <u>here</u> to read the user's manual. Password: 2021Libdigest*

Refer all questions regarding book acquisition for ICEF Library to Irina Petrova at lpetrova@hse.ru. All questions regarding GSB book acquisition should be send to Elena Kosareva at ekosareva@hse.ru.

We subscribe to periodicals once a year. If you have any questions about this process, contact Ekaterina Solovieva at solovyeva@hse.ru.

If you want to learn more about electronic subscription, please contact Vladimir Pislyakov at pislyakov@hse.ru.





Keep up with HSE Library news and events. Subscribe to our socials, join our mailing list for #IN_CIRCULATION digest and visit our website library.hse.ru







