



**TAL  
TECH**

# **OVERVIEW OF LIBRARY SERVICES**

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Tallinn University of Technology Library

# OUTLINE

- **Building overview**
- **Resources & services**
  - [taltech.ee/en/library](https://taltech.ee/en/library)
- **Useful contacts**
  - Subject librarians: [info@lib.taltech.ee](mailto:info@lib.taltech.ee)
  - Borrowing, renewals: [teenindus@lib.taltech.ee](mailto:teenindus@lib.taltech.ee)



# LIBRARY

[Home](#)

[Databases](#)

[For Reader](#)

[For Researcher](#)

[Open Science](#)

[About the Library](#)

[Publishing](#)

[Contacts](#)

Search for books, m

Insert keyword

## QUICK

Library is [open](#)  
Mon-Fri 8.30-20.00,

EMERA branch library  
Mon-Thu 9.00-17.00,

Kuressaare College

[User Registration](#)

[Borrowing, due dates, fines](#)

[Interlibrary Loan \(ILL\)](#)

[Study rooms and spaces](#)

[Computers and accessories](#)

[Printing, copying, scanning,  
binding](#)

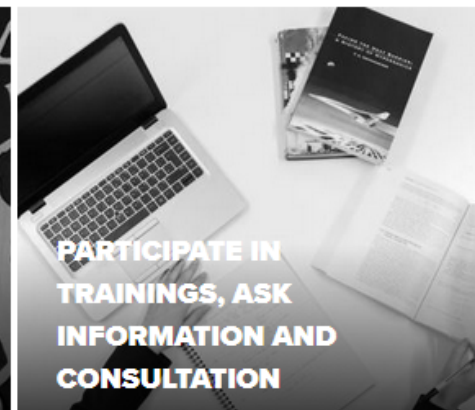
[European Documentation  
Centre \(EDC\)](#)

[Price list of paid services](#)

SEARCH 



REGISTER AS A READER



PARTICIPATE IN  
TRAININGS, ASK  
INFORMATION AND  
CONSULTATION

**TAL  
TECH**

TALLINN UNIVERSITY OF TECHNOLOGY

[taltech.ee/en/library](https://taltech.ee/en/library)





# OPENING HOURS

- Until 3.09  
Mon – Fri

08.30–17.00

- From 4.09  
**Mon – Fri**  
**Sat**

**08.30–20.00**

**10.00–17.00**

24/7 study room

LIB-103





# LIBRARY GUIDE

- I floor Book locker, self-check-in & 24/7 study room
- II floor Social sciences & economics
- III floor Textbooks  
Natural & exact sciences  
Fiction
- IV floor Engineering, technology & IT
- V floor Humanities





# 1<sup>ST</sup> FLOOR

24/7 study room

Book locker

Self-check-in (for book returns)

## LIBRARY

Home Databases For Reader For Researcher Open Science **About the Library** Publishing Contacts

### TABLE OF CONTENTS

↓ 1st floor      ↓ 3rd floor  
↓ 2nd floor      ↓ 4th floor

Building guide  
About the Library  
Library Rules  
Results of user surveys  
Exhibitions

## 1<sup>ST</sup> FLOOR

- [24/7 study room](#)
- [book locker](#)
- self-service [Print/copy device](#) (room LIB-103)
- Self Check-in device
- cloakroom
- lockers
- café
- [Bindery](#)
- [TallTech Museum](#)





## **2<sup>ND</sup> FLOOR**

**Social sciences & economics**

**Service Centre & Help Desk**

**Computer Lab**

**Newspapers**





## 3<sup>RD</sup> FLOOR

**Natural & exact sciences**

**Individual & group study rooms**

**Textbooks**  
**Fiction**





## 4<sup>TH</sup> FLOOR

**Engineering, technology,  
IT**

**Individual & group study  
rooms**

**Quiet study area**





## 5<sup>TH</sup> FLOOR

**Humanities**

**Group study rooms**

**Map collection**

**General journals**






## REGISTERING AS A USER

- **Library card (fee-based card)**
  - Service Desk on 2<sup>nd</sup> floor
  - 2€
  - Please bring with you a personal identification document with a photograph
- **Estonian ID-card or TRP card**
  - Service Desks
  - Online self-registration
  - Free of charge

- **Student code**



TALLINN UNIVERSITY OF TECHNOLOGY



**Tallinn University of Technology Library**

**REGISTRATION CARD**

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Library card number \_\_\_\_\_

Surname and name: \_\_\_\_\_

Estonian personal code: 

--	--	--	--	--	--	--	--	--	--	--	--

 Birth year: \_\_\_\_\_

Student code (only students of TalTech): \_\_\_\_\_

Education \_\_\_\_\_ Occupation: \_\_\_\_\_

Home country: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

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***I am obliged to observe the user regulations of TalTech Library***

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

## LIBRARY

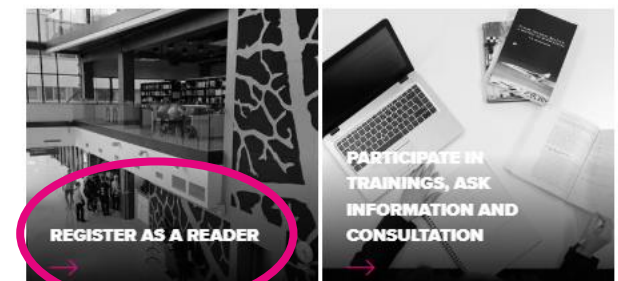
[Home](#) [Databases](#) [For Reader](#) [For Researcher](#) [Open Science](#) [About the Library](#) [Publishing](#) [Contacts](#)

Search for books, magazines, articles etc.

Insert keyword

SEARCH 

## QUICKLINKS



# Welcome to the online catalogue ESTER

ENTIRE COLLECTION ▾

Keyword ▾



SEARCH

Extended Search ▾

Keyword

Author

Title

Subject

ISBN/ISSN

on one particular library?  
re starting search

# HOW TO FIND A BOOK FROM OPEN STACK

Author [Morphet, Janice](#)  
Title **Modern local government / Janice Morphet**  
Imprint **Los Angeles [etc.] : Sage Publications, 2008**  
Description **xii, 184 lk. ; 24 cm**  
Permalink <http://www.ester.ee/record=b2253272~S9>



Book



**Copies** Full Record MARC Display Additional Information

LOCATION

TalTech 2FL Social Sciences

CALL #

352/M-85

STATUS



AVAILABLE

*Click here*



Riiul/Shelf 239,

**II** korrus  
floor

Pääsla / Entrance

LIFT

WC  
WC  
WC

LIFT

WC  
WC

239

239

Shelf number

35  
Haldusjuhtimine, Valitsus  
Ministeeriumid  
Public administration, Government  
Ministries

351.7

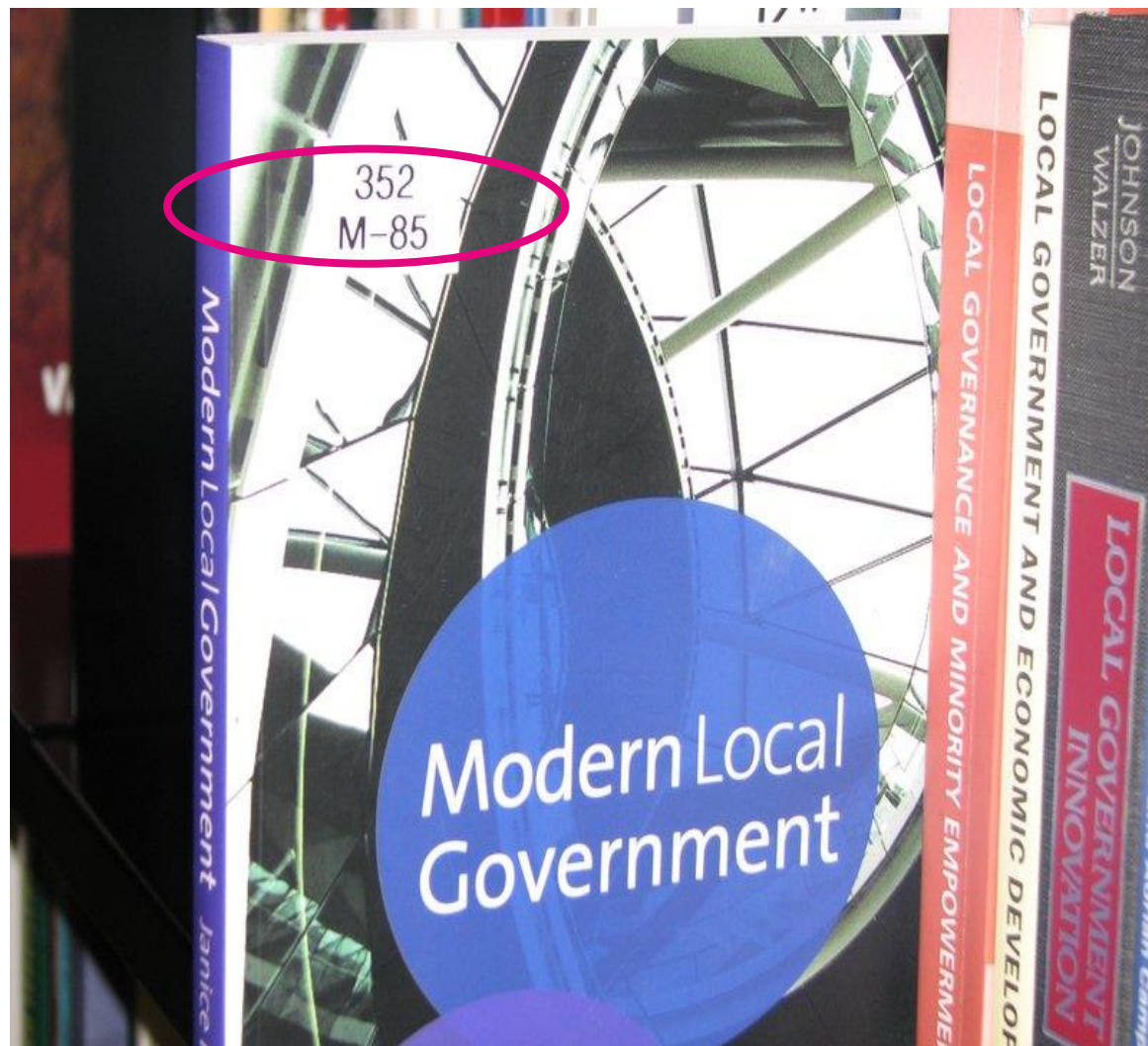
Politsei  
Police

352

Kohalikud omavalitsused  
Local authorities

355  
Sõjandus  
Military affairs

Subject names  
and numbers





8 results found.

## TalTech Library (Akadeemia tee 1)

[Contact](#)

[Return To Browse](#)

Record: [Next](#) »

☐ Export

[Save to List](#)

Title **Eu law : text, cases, and materials / Paul Craig and Gráinne de Búrca**  
 Author **Craig, Paul P., 1951-** autor  
 Imprint Oxford : Oxford University Press, 2020  
 Description cxxiii, 1219 lk. ; 25 cm  
 Edition 7th ed.  
 Permalink <https://www.ester.ee/record=b5367457>

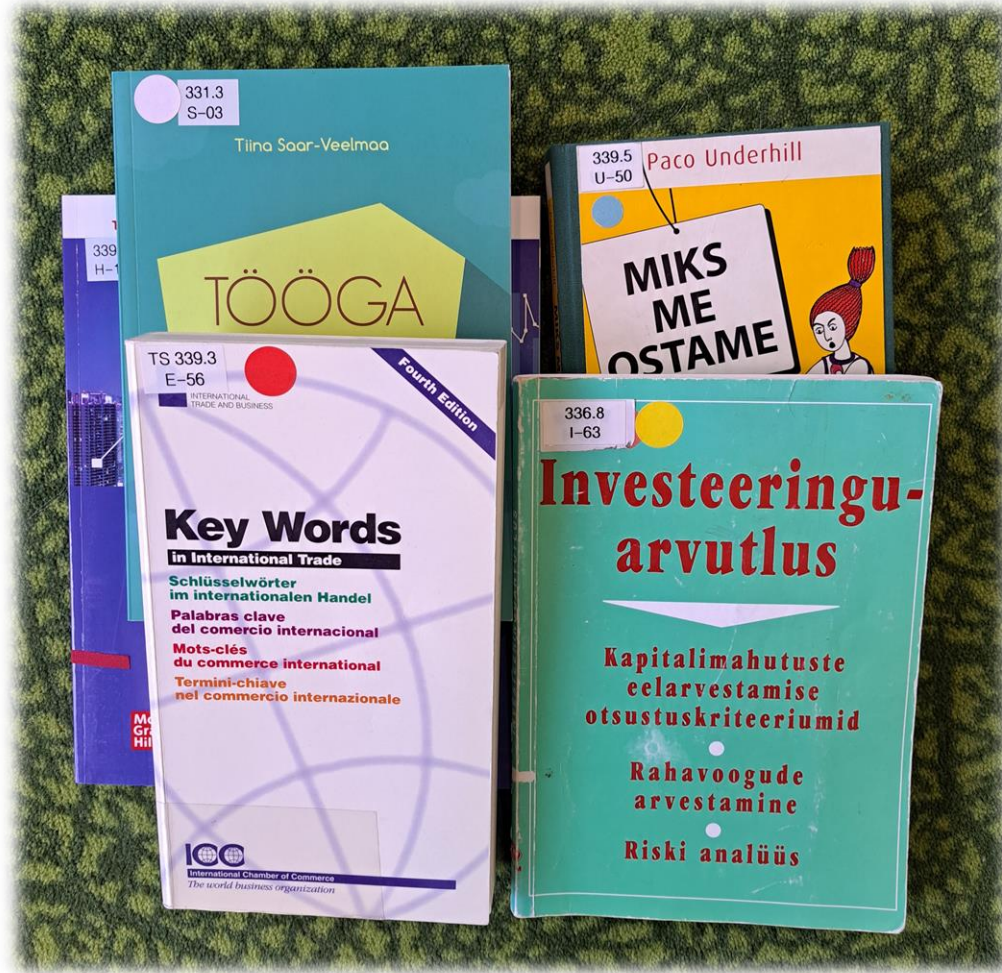


[Report a Problem](#)

**Items** [Full Record](#) [MARC Display](#) [Additional Information](#)

LOCATION	CALL NUMBER		STATUS
TalTech 2FL Social Sciences	341.17/C-87		AVAILABLE
TalTech 2FL Social Sciences	341.17/C-87		FOR USE IN LIBRARY
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		DUE 28.06.21
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE
TalTech 3FL Textbooks	341.17/C-87		AVAILABLE

[View additional copies or search for a specific volume/copy](#)



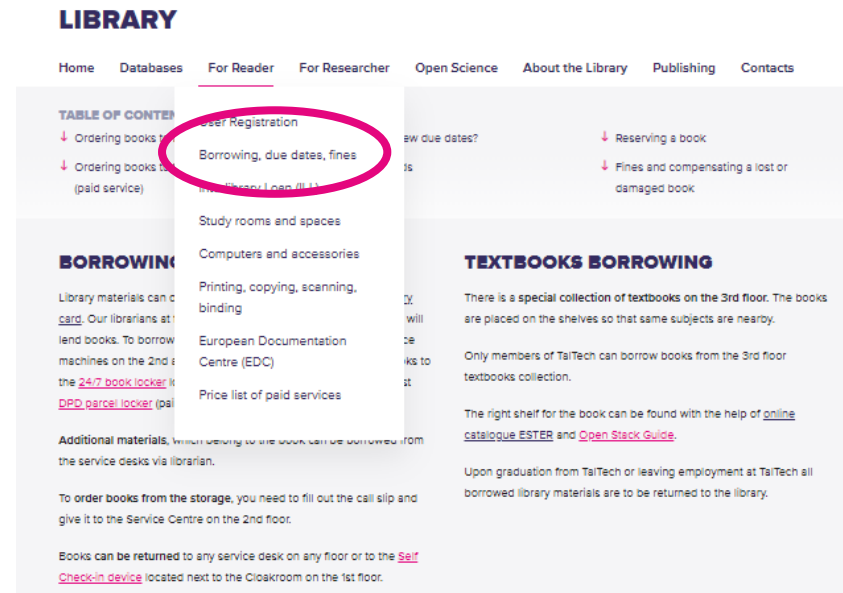
## LOAN PERIODS

- generally **30 days**
- yellow spot – **14 days**
- blue spot – **7 days**
- red spot & all journals – **in-library** use only
- white spot – **30 days**
- textbooks on 3<sup>rd</sup> floor – **90 days**

**To avoid overdue fines,  
please return or renew  
your books before the  
due date!**

# BORROWING

- Service Desks
- Self-check-out on 2<sup>nd</sup> and 3<sup>rd</sup> floor
- Open stack
- Textbooks
  - Students only
- Storage
  - Call slip
- Up to **25** items at any one time
- Unlimited due date renewals





# BOOK LOCKER & DPD PARCEL LOCKER

- **Book locker**
  - Web form or email [teenindus@lib.taltech.ee](mailto:teenindus@lib.taltech.ee)
  - 24/7 open
  - Pick up within 3 days
- **DPD parcel locker**
  - **Paid service**
  - Web form
  - Reader responsible for any return costs



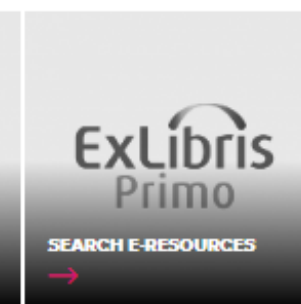
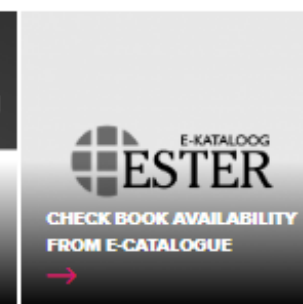
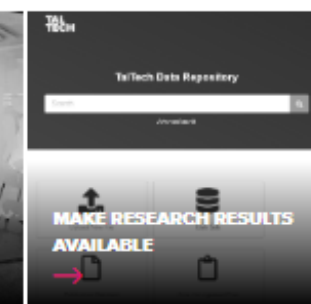
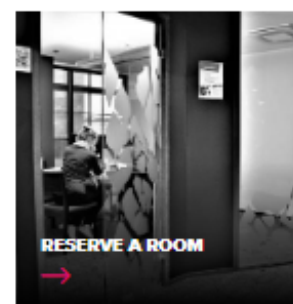
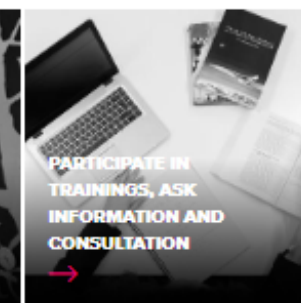
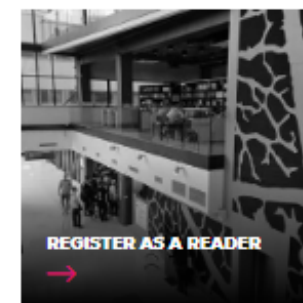
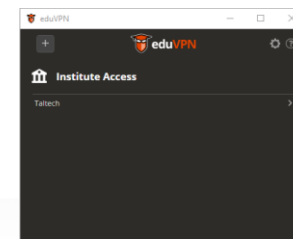
# REMOTE ACCESS

- [eduvpn.taltech.ee](https://eduvpn.taltech.ee)
- Uni-ID required
- IT HelpDesk
  - [helpdesk@taltech.ee](mailto:helpdesk@taltech.ee)
  - SOC-129
  - 620 333



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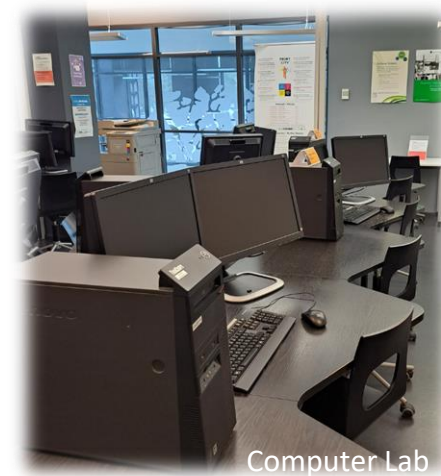
## QUICKLINKS



- |    |  |    |                            |    |                    |
|----|--|----|----------------------------|----|--------------------|
| 01 | ESTER: online catalogue of Estonian libraries                                | 04 | Databases                  | 09 | Printing & copying |
| 02 | PRIMO: TalTech Library search portal   | 05 | TalTech Data Repository    | 10 | Interlibrary Loan  |
| 03 | Digital Collection: TalTech dissertations, graduation theses, textbooks etc. | 06 | TalTech publications       | 11 | New arrivals       |
|    |  | 07 | Remote access to database. | 12 | Open Stack Guide   |
|    |  | 08 | Book renewals              |    |                    |

# LIBRARY COMPUTERS

- **Computer Lab** – 2<sup>nd</sup> floor
- **Computer workplaces** on every floor
  - logging in:
    - **username and password** – sticker on the computer keyboard
    - **TalTech Uni-ID**
- **Information Kiosks** for quick searches & tasks





# SCANNING & COMPUTER ACCESSORIES

- Self-service
  - free of charge
  - on every floor
- Borrow computer accessories from the **4<sup>th</sup> floor**
  - scanner
  - mice, monitors, keyboards, headphones
  - ID-card readers, phone chargers, etc.



# PRINT IN CITY

- Create an account at **[ee.printincity.com/](https://ee.printincity.com/)**
- Add credit via Internet banklink or Paypal
- Use an identification document:
  - ID-card
  - Tallinn Public Transport Card
  - PIN code
- **Only PDF files**
- Choose TalTech as your print point



# INDIVIDUAL AND GROUP STUDY ROOMS



- 26 individual rooms in total
- 8 rooms on 3<sup>rd</sup> floor
  - **reservable online** free of charge
- 14 rooms on 4<sup>th</sup> floor
  - for **walk-ins**
- 4 rooms on 4<sup>th</sup> floor
  - **pay & get the key**
- 6 group study rooms in total
- 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> floor
  - **reservable online** free of charge



Group rooms



# USEFUL CONTACTS & INFO

- Subject librarians hold
  - **consultations** (one-on-one guidance on finding literature for writing a graduation thesis, how to use databases, etc.)
  - **training sessions** about finding references, citing, using reference managers, etc.
  - **drop-in sessions** at 15:00 on the last Wednesday of every month, room LIB-217
- Subject librarians: [info@lib.taltech.ee](mailto:info@lib.taltech.ee)
- Borrowing, renewals: [teenindus@lib.taltech.ee](mailto:teenindus@lib.taltech.ee)



**TAL  
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# **TALLINN UNIVERSITY OF TECHNOLOGY LIBRARY**

**TALTECH.EE/EN/LIBRARY**

