What is the BUSC?

Nowadays we can define the Academic Library as a functional unit for knowledge, teaching and research support. It is formed by all the bibliographical documentary and audiovisual assets, preserved by all the different USC faculties and services.

What is the BUSC main purpose within the USC?

The USC is immersed in institutional changes caused by the implementation of the European Higher Education Area (EHEA), in fact, those changes affect teaching and learning methodology. Obviously, this process is directly related to work and study habits of our students. Within this context, the BUSC is asserting itself as a service to access information and provide support in the research and learning process.

Furthermore, the BUSC contributes with its experience to the creation of products which are oriented to manage knowledge, so as to provide easier access to quality data sources and contribute to disseminate scientific production at the USC, with a staff that becomes the best counsel for researchers and teachers.

Which services are available?

The Academic Library is a service through which the campus community finds solution to its information needs.

For this purpose, it offers the following services:

A. **Information and reference**: to ask for help related to:
   - Timetables, services and rules of use at the library.
   - Organization and localisation of documentary assets.
   - Catalogue functioning and management
   - Usage and consultation of different databases and other information sources.

B. **Document reproductions**: A printed or digital copy can be obtained from the USC bibliographic and documentary assets according to the current legislation on intellectual property. (See the conditions and rates in the library’s web site)

C. **Borrowing**: BUSC assets can be borrowed depending on the user type and the asset’s features during variable periods of time and under certain conditions. (See conditions at the web site)

   In order to use these services, you need a University Identity Card (UIC) or a reader card issued by the BUSC.

   The Library Catalogue shows information related to the works availability.

D. **BUSC Intercentre Borrowing**: Users from the USC campus community can always request borrowing from any BUSC centre, only if these are not frequently-used works, so that any of our students can pick up books from any other library located in the campuses of Lugo or Santiago. (More info at the BUSC web site)

E. **Interlibrary borrowing and access to documents**: oriented to library assets, mainly centred on those documents that are not common bibliographic items. These services work in two different ways:

   - Obtaining documents which are not in the BUSC assets, both in digital format (mainly books) or reproductions (often magazine articles’ copies).
   - Supplying other libraries with existing documents in the BUSC.

   Both services imply certain charges which are explained in the web site.

F. **E-books borrowing**: PreLo platform shows all the electronic books available for online reading and/or borrowing (once the user has provided identification via the USC Centralised Identification Service)

   Any computer, tablet or smartphone with internet access can serve as medium for online reading. This can be done online or without internet connection (once the book has been downloaded), by means of any reader application suitable for PDF and EPUB formats. You will need to create an Adobe Digital Editions account to be able to do the reading without internet connection or to use your mobile devices or e-readers. (See Prelo Guide)

G. **Reproduction of magazines at BUSC**: This service includes the possibility to request copies of magazine articles which are not in your library, but within the BUSC assets. This request can be done from the web site.

   Besides, if the magazine or the magazine number is not within the BUSC collection, it can be requested to other library through the interlibrary borrowing form.
H. Request new purchases: Campus community members can request the acquisition of non-periodical books, videos, CD-ROMs, etc. Remember that requested material must be related to the Library's subject. Purchase request is available at the library's counter or via web form.

I. Users' training: BUSC provides the academic community with a training plan aimed at the better knowledge of the library's services and information sources, as well as offering learning tools in order to identify, choose, use and spread properly all types of information resources (Information skills).

To attain this goal, the BUSC relies on a series of training activities and resources, which are available are the correspondent section of our web site.

Also ...

Remember that our Library offers access to these and other services, such as electronic sources, catalogues, social web, guides, tutorials, etc. through its web site and social networks.