

Opening hours of the CSI – library

Monday	8.00 a.m. – 6.00 p.m.
Tuesday	8.00 a.m. – 6.00 p.m.
Wednesday	8.00 a.m. – 6.00 p.m.
Thursday	8.00 a.m. – 6.00 p.m.
Friday	8.00 a.m. – 4.00 p.m.
Saturday	The CSI will be open for students on adult education courses from 9.00 a.m. to 12.30 p.m. on every Saturday on which workshops are held

Address and contacts:

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Centre of Scientific Information – library and study:

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Your comments and suggestions:

E-mail: knihovna@econ.muni.cz
Internet: <http://www.econ.muni.cz/svi>
CSI Electronic Internet Catalogue
aleph.muni.cz



“True genius resides in the capacity for evaluation of uncertain, hazardous, and conflicting information”

Sir Winston Churchill

P.S. “We supply information”

CSI FEA MU



**Centre of Scientific Information
(library)
Faculty of Economics and
Administration
Masaryk University**

www.econ.muni.cz/svi

2007/2008

The Centre of Scientific Information (CSI) at the Faculty of Economics and Administration acts as a university library offering direct access to library resources and integrated electronic and multimedia sources of information. It serves the academic staff and students of the FEA, institutions with which the faculty works and specialist professionals.

Sources of information

The library holds more than 50,000 books, lecture notes and research works in the fields of economics, macro and micro-economics, finance, trade, public economics, regional studies, management, statistics, sociology, psychology, informatics, computer technology, philosophy and related disciplines.

The collection of magazines consists of around 200 periodicals from both this country and abroad, covering the areas given above. The library also subscribes to ten Czech dailies.

Electronic and multimedia sources of information are available on a total of 35 PCs in the library. These PCs can also be readily used for work with a text editor, table processor and other standard programmes, although they do not offer access to the Internet.

You can find an overview of an unusually extensive range of electronic sources of information at:
svi.econ.muni.cz/infozdroje

Extremely useful foreign fulltext databases (e.g. Science Direct, EIFL Direct, [ProQuest 5000](http://www.proquest.com), JSTORE, ViewsWire, DSI World Statistics and many others), economic information, analyses and corporate information (Patria On-line, Firemní monitor, Euroanalysis – sector analyses), legal information systems (ASPI, EPIS), diploma and bachelor theses by students of the Faculty of Economics and Administration of Masaryk University and numerous other works are also available.

Visitors to the CSI can also use their own notebook at the centre, which they can connect to the Internet by either a fixed connection or wireless connection (WiFi). Two self-service scanners with text recognition (OCR) are also available.

How does it all work?

Readers can search for the required literature in an on-line catalogue that can be accessed over the Internet at aleph.muni.cz at any time. To log on the user enters his UČO and POP3 password, which can be changed in IS MUNI (there is a link on the Aleph homepage). A search with limited functions is also possible without logging in. The user can also discover whether the library holds the required documents and whether they are currently available, or when they are to be returned if they have already been lent out. Items that have been lent out can be reserved in the web catalogue. The on-line catalogue also provides an overview of the items the user has borrowed – items that have not been reserved by another reader can be extended by the user. A detailed description of the functions of the web catalogue is available on the CSI webpages.

Two self-service copiers are available to readers in the library, where they can copy documents using their chip cards.

The library's collection is freely accessible, i.e. readers have direct access to books, magazines and newspapers. All the library's sources of information are electronically secured against theft and the library is monitored by security cameras.

The library is air-conditioned in the summer and offers wheelchair access.

The most important things to know ...

- All those entering the library must put their personal effects (coats, jackets, umbrellas, bags, etc.) in the lockers before they enter the library. Only writing materials, books, magazines and newspapers, and a notebook may be taken into the library. **Do not place your valuables in lockers – the library will not be held responsible for their loss!**
- **Eating, drinking, smoking, the use of mobile phones, and noisy or otherwise disorderly conduct is prohibited** in the library.
- Books can be lent out only against a **valid reader's pass**.
- Books may be borrowed **for a period of 30 days**. The loan of the book may be extended during this time if it is not required by another reader. Readers may not borrow **more than 30 books at a time**.
- Books labelled **STOP** on the spine are designated for study in the library only, although they may be borrowed "overnight" or "over the weekend", though never for a longer period.
- Magazines may be borrowed only within the library.
- Readers themselves must carefully observe the loan periods on borrowed documents. If these periods are exceeded a charge must be paid for each book on which the loan period is exceeded. These charges may be large if the loan period is exceeded by a considerable period of time – see below. The library system sends out a warning before loan periods expire, so make sure you read your university post. **Readers themselves are, however, exclusively responsible for the observation of loan periods.**
- Masaryk University Library Regulations, including charges, is available at http://library.muni.cz/kr-mu_eng.pdf