

University Library  
Technical University of Munich



# More than just a library

Services for TUM Students at the Heilbronn Campus





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## TUM University Library

With more than 2.2 million printed and electronic media, including over 240,000 e-books, more than 66,000 e-journals and 2,700 databases, we are the scientific information center of the Technical University of Munich (TUM). We also provide services to all TUM students at the Heilbronn Campus.

Our wide range of courses in the field of information literacy supports you in all phases of your studies. Through our training program, you can learn how to search for literature efficiently, cite correctly and benefit from reference management programs.

[www.ub.tum.de/en](http://www.ub.tum.de/en)



## LIV at the Heilbronn Campus

The joint library of the Heilbronn universities:  
LIV – Lernen. Informieren. Vernetzen.

LIV is the joint library of the Baden-Wuerttemberg Cooperative State University (DHBW) and the Heilbronn University of Applied Sciences (HHN). It comprises four library locations in three cities: Heilbronn (HN-Bildungscampus and HN-Sontheim), Künzelsau and Schwäbisch Hall. The central library of LIV is located at the Heilbronn Campus. Its collections of 70,000 items on six floors are also available to TUM students enrolled at Heilbronn. Its modern building with over 600 workstations offers an attractive workplace for every learning situation.

[www.hs-heilbronn.de/de/liv](http://www.hs-heilbronn.de/de/liv)



## Get Started

To explore the services of both libraries, you must register twice. TUM StudentCard and Heilbronn CampusCard function as your library cards.

### Questions? Support needed?

We're here for you: TUM Library Hotline

- Phone | +49 89 189 659 220
- Email | [information@ub.tum.de](mailto:information@ub.tum.de)
- Chat | [go.tum.de/978612](https://go.tum.de/978612)

[www.ub.tum.de/en/first-level-hotline](http://www.ub.tum.de/en/first-level-hotline)

Contact LIV team:

- Phone | +49 7131 123 72 77
- Email | [info@liv-bib.de](mailto:info@liv-bib.de)

## Register at TUM University Library

1. After receiving your TUM StudentCard, you will find a link to the *University Library* in the *Services* section of your TUMonline account. Here, you can activate library usage for your StudentCard.
2. Log in to the Online Catalog (OPAC) and set your own password (max. 12 characters). For the initial login, you will need the library number (barcode number on the back of your TUM StudentCard) and the default password (your birthday and month in the format DDMM).

[www.ub.tum.de/en/library-card](http://www.ub.tum.de/en/library-card)

## Registration at LIV Central Library

1. Please have your Heilbronn CampusCard as well as your TUM StudentCard and your identity card or passport ready when you register in person at LIV.
2. The library staff at the information desk will set up a library account for you within a few minutes.

[www.hs-heilbronn.de/de/liv](http://www.hs-heilbronn.de/de/liv)

## Login Details

To access library services, you will need three different login credentials:

### **Your Heilbronn Campus Card**

- Borrow library items at the LIV Central Library
- Check your LIV library account
- Order books from other LIV locations
- Order via interlibrary loan, e.g. books from the TUM University Library in Munich

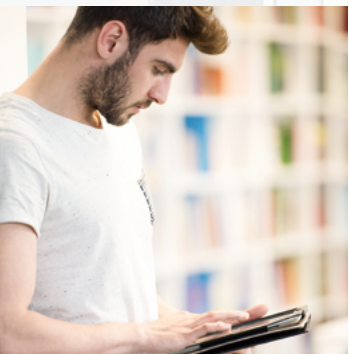
### **Your TUM Library Number**

- Login to the TUM OPAC
- Order scans of articles and book chapters via dokumentTUM

### **Your TUM ID**

- Gain access to e-books, e-journals, and databases at TUM via eAccess
- Log in to the e-learning platform TUM-Moodle for e-courses
- Download Citavi or EndNote for free

[www.ub.tum.de/en/logins](http://www.ub.tum.de/en/logins)





## Digital Collections at TUM

The TUM University Library places special emphasis on e-books and e-journals, which you can access 24/7, whether on campus, at home or on the move.

### E-Books

The TUM University Library has more than 240,000 e-books. You will find the entire collection in the TUM OPAC. You can see whether a title is available as an e-book by the blue „Read online“ button.

To read the TUM's access-protected e-books, please log in with your TUM ID via eAccess.

[www.ub.tum.de/en/ebooks](http://www.ub.tum.de/en/ebooks)



## E-Journals

The TUM University Library provides over 66,000 scientific journals. You can find e-journals in the Electronic Journals Library (EZB) and in the TUM OPAC. To read access-protected articles in full text, please log in with your TUM ID via eAccess.

[www.ub.tum.de/en/ejournals](http://www.ub.tum.de/en/ejournals)

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### **Beyond the Paywall with eAccess**

The majority of e-media provided by the TUM University Library is access-protected. You must authenticate yourself as a TUM member to gain access to full text content free of charge. The easiest way to do this is via eAccess: Log in with your TUM ID, then follow the links to e-books, e-journals, or databases.

[www.ub.tum.de/en/eaccess](http://www.ub.tum.de/en/eaccess)

## Digital Course Reserves

Recommended literature, scripts and learning materials for individual courses can be found in course reserves. Your lecturers can set up such compilations and the library will put together the requested materials. You will then find the materials on Moodle, the TUM's e-learning platform, included in your courses.

[www.ub.tum.de/en/course-reserves](http://www.ub.tum.de/en/course-reserves)



## Search Portals & Databases

The University Library provides over 2,700 databases, search portals, and learning platforms where you can discover scientific papers, statistics, company data, articles from journals, newspapers, conference proceedings, and much more.

- **Web of Science** and **Scopus** rank among the most extensive scientific databases. Here, you will find articles and literature references pertaining to the current state of research.
- **Legal portals, company databases and factual resources** serve as comprehensive sources for corporate and financial information, industry data, country reports, press articles, news content, statistical data and legal information such as legislation or court rulings. Our portfolio includes Nexis, Juris, Beck-online, Statista, Hoppenstedt, WISO, and Business Source Complete.
- The standard portal **Nautos** provides full text access to all current and historical DIN standards, as well as current VDI guidelines and ISO standards.

For access information and an overview of all our databases, please visit:

[www.ub.tum.de/en/databases](http://www.ub.tum.de/en/databases)

## Search Strategy

Navigating the libraries' vast array of media and digital information can be challenging. A good search strategy and informed resource selection can make all the difference.

### **How do I find a specific book?**

Printed media are available for you at the LIV Central Library at the Heilbronn Campus. Use the LIV Online Catalog for your search.

*[www.hs-heilbronn.de/de/liv](http://www.hs-heilbronn.de/de/liv)*

Your service provider for digital media is the TUM University Library. Search in the TUM OPAC for e-books and e-journals available at TUM. Please authenticate yourself as a TUM member via eAccess.

*[www.ub.tum.de/en/opac](http://www.ub.tum.de/en/opac)*

### **How do I find a specific article?**

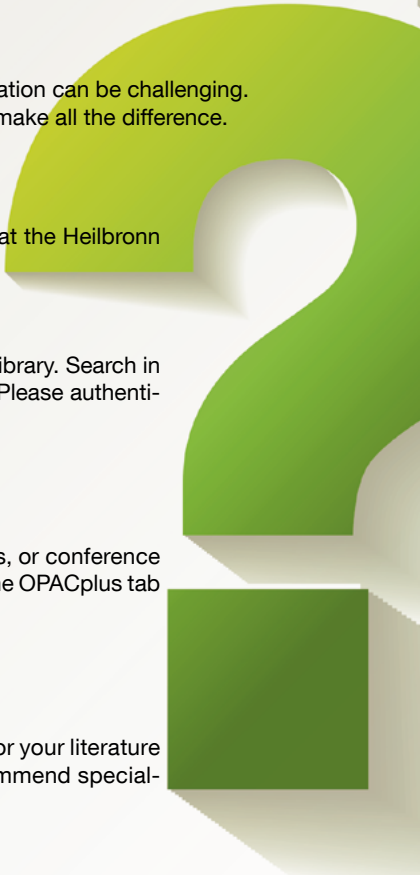
If you are seeking individual articles from journals, newspapers, or conference proceedings, you can also utilize the OPAC. Simply click on the OPACplus tab above the search results.

*[www.ub.tum.de/en/opac](http://www.ub.tum.de/en/opac)*

### **How do I find information on my topic?**

While the OPAC and OPACplus are excellent starting points for your literature search, for a more comprehensive search strategy, we recommend specialized databases:

*[www.ub.tum.de/en/databases](http://www.ub.tum.de/en/databases)*



# Borrowing & Ordering

## On Site at LIV

The LIV Central Library at the Heilbronn Campus offers you more than 70,000 printed media. To borrow books you will need your CampusCard. The LIV Online Catalog allows you to renew, reserve and order items from another LIV locations.

*[www.hs-heilbronn.de/de/liv](http://www.hs-heilbronn.de/de/liv)*

## Interlibrary Loan

You can order books to Heilbronn from libraries in other cities via national or international interlibrary loan. This is possible in particular for books from the TUM University Library's print collection. To order, please use the LIV Online Catalog.

*[www.hs-heilbronn.de/de/liv](http://www.hs-heilbronn.de/de/liv)*

## TUM Scan Service

Do you need articles from journals or books that are available in printed form at the TUM University Library? Order them free of charge via dokumenTUM – the TUM's scan service which you can find in the TUM OPAC using the "Order" tab.

*[www.ub.tum.de/en/dokumentum](http://www.ub.tum.de/en/dokumentum)*

## Courses & Training

In webinars, e-courses, and in-house trainings (available for groups upon request), the TUM University Library shows how to search literature efficiently, access e-media or select the right search platform.

### **Course: Literature Research 1 – Tools for Studying**

This course is all about the fundamentals of literature search. We show you how to access our online media free of charge and introduce you to library services that support your academic journal form from day one.

[www.ub.tum.de/en/course/literature-research-1](http://www.ub.tum.de/en/course/literature-research-1)

### **Course: Literature Research 2 – Search Strategies for Seminar Papers and Theses**

The focus of this course is on in-depth searches in scientific databases. We show you how to develop efficient research strategies and how to find specialized literature and articles. Additionally, you will learn how to proceed from literature lists to obtaining full texts.

[www.ub.tum.de/en/course/literature-research-2](http://www.ub.tum.de/en/course/literature-research-2)

The complete training program of the TUM University Library with information on dates and registration can be found at:

[www.ub.tum.de/en/courses](http://www.ub.tum.de/en/courses)

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### **Study Skills to Graduate Successfully**

TUM provides several academic support services for students. The Center for Study and Teaching and ProLehre offer courses on study techniques along with valuable tips and guidance for your thesis.

[www.prolehre.tum.de/en/prolehre/studyskills](http://www.prolehre.tum.de/en/prolehre/studyskills)  
[www.tum.de/en/studies/graduation/theses](http://www.tum.de/en/studies/graduation/theses)

# Reference Management & Citation

## **Citavi and EndNote: Free Download and Courses**

For your seminar papers or thesis, you will need to conduct extensive literature searches on your topic. Reference management software can help you keep track and create reference lists. The TUM University Library offers TUM students free downloads of Citavi and EndNote and provide hands-on tips on how to make the most of these tools in our courses.

[www.ub.tum.de/en/reference-management](http://www.ub.tum.de/en/reference-management)

## **Guidelines, Courses, Consultation on Citation Techniques**

The TUM University Library also helps you to cite correctly. You can find answers to fundamental questions in the TUM Citation Guide. In our „Cite It Right“ course, we will teach you how to avoid unintentional plagiarism. Additionally, we offer individual guidance in our one-on-one consultation sessions.

[www.ub.tum.de/en/citing](http://www.ub.tum.de/en/citing)

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### **Tutorials: Unlock Knowledge Anytime, Anywhere**

No time for scheduled webinars or classroom courses? Do you prefer self-paced learning that fits your academic life? Don't miss out on our online tutorials, offering 24/7 access to research and study skills.

[www.ub.tum.de/en/tutorials](http://www.ub.tum.de/en/tutorials)

## Contact

Technical University of Munich  
University Library  
Arcisstrasse 21  
80333 Munich

## First Level Hotline

Phone | +49 89 189 659 220  
Email | [information@ub.tum.de](mailto:information@ub.tum.de)  
Chat | [go.tum.de/978612](https://go.tum.de/978612)  
[www.ub.tum.de/en/first-level-hotline](https://www.ub.tum.de/en/first-level-hotline)

