University Library
Technical University of Munich

More than just a library

Services for TUM Students

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TUM University Library

The University Library consists of nine branch libraries in Munich, Garching, Freising and Straubing. In our libraries, you will find a modern and well-equipped learning environment.

We offer a vast collection of printed and electronic media. You can order books free of charge from one branch library to another within the TUM and check them out at the branch library of your choice.

www.ub.tum.de/en/branch-libraries

Branch Library
Chemistry

Branch Library
Mechanical Engineering

Branch Library
Mathematics & Informatics

Branch Library
Medicine

Branch Library
Physics

Branch Library
Sport & Health Sciences

Branch Library
Straubing

Branch Library
Weihenstephan

Branch Library
Main Campus

Get Started

The services of the University Library are typically free of charge. This includes borrowing literature, using study spaces, accessing e-books, e-journals, and databases remotely, as well as taking advantage from campus licenses. Your access pass is the TUM StudentCard, which you need to activate for library use at the beginning of your studies.

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Library Tours: Knowing Your Way Around
Join our guided tours at the beginning of the semester or our year-round after work library tours in the evening.
www.ub.tum.de/en/library-tours

2

Questions? Support needed?
We're here for you:
- Phone | +49 89 189 659 220
- Email | information@ub.tum.de
- Chat | go.tum.de/978612

www.ub.tum.de/en/first-level-hotline

Register

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

Login Details

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

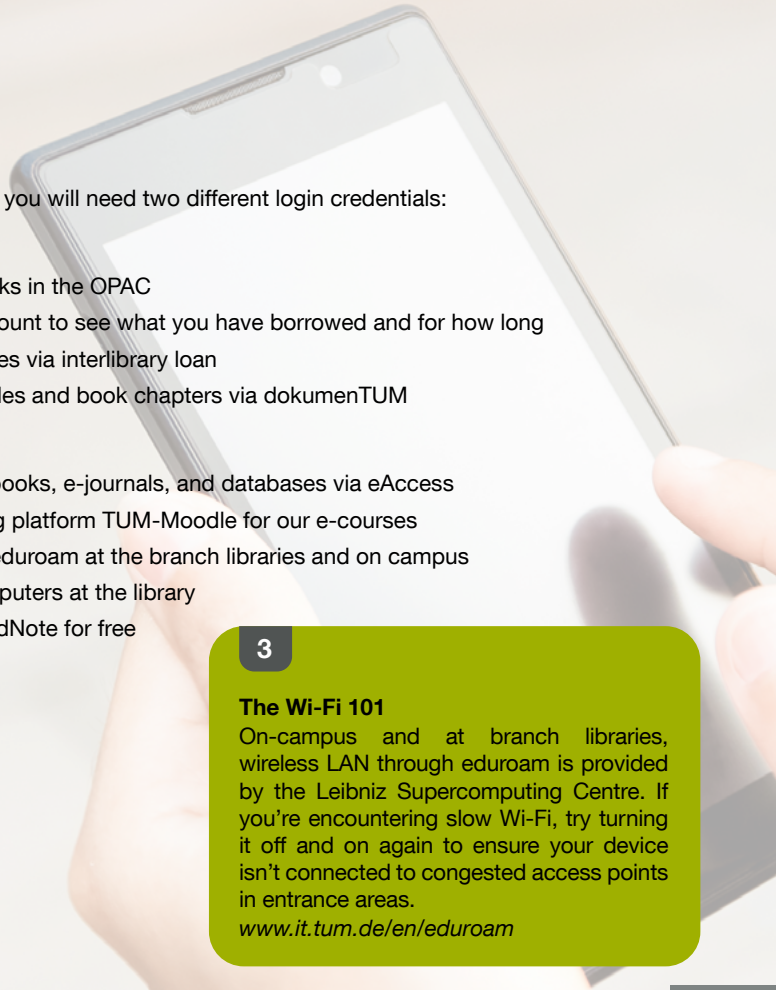
Your Library Number

- Order and reserve books in the OPAC
- Check your OPAC account to see what you have borrowed and for how long
- Order books and articles via interlibrary loan
- Request scans of articles and book chapters via dokumenTUM

Your TUM ID

- Gain access to our e-books, e-journals, and databases via eAccess
- Log in to the e-learning platform TUM-Moodle for our e-courses
- Use wireless LAN via eduroam at the branch libraries and on campus
- Log in to desktop computers at the library
- Download Citavi or EndNote for free

www.ub.tum.de/en/logins



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The Wi-Fi 101
On-campus and at branch libraries, wireless LAN through eduroam is provided by the Leibniz Supercomputing Centre. If you're encountering slow Wi-Fi, try turning it off and on again to ensure your device isn't connected to congested access points in entrance areas.
www.it.tum.de/en/eduroam

Study Space

For many students, the library is a preferred place of study and a popular gathering spot on campus. We provide over 1,800 reading spaces, group study rooms for collaborative work, and individual study booths known as carrels for those who prefer undisturbed study. TUM students can reserve study spaces online using our booking system.

www.ub.tum.de/en/study-space

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Study Desk Etiquette
Intensive studying demands breaks and nourishment, not just for your brain. You can leave your study desk for up to 60 minutes, but make sure to return on time! Otherwise, your spot might be deemed available and could be assigned to someone else. Please also, no eating in the library or open beverage containers – it's a no-no!
www.ub.tum.de/en/house-rules

TUM Speaker’s Corner

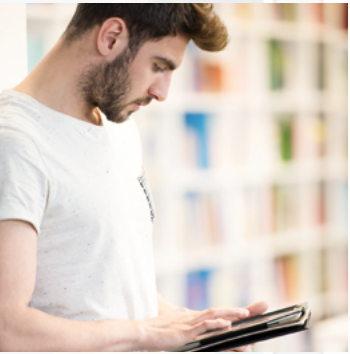
Prepare for your presentations at the TUM Speaker’s Corner. This dedicated practice room, located in the Branch Library Main Campus, is packed with presentation equipment such as cameras and microphones.

You can record your talk and analyze your appeal to the audience. Additionally, you will gain experience in applying presentation techniques.

www.ub.tum.de/en/tumspeakerscorner

Equipment Details

- lectern
- six seats for audience
- 86-inch touch display
- visualizer
- loudspeakers
- spotlights
- gooseneck, handheld, or headset microphone
- two fixed and separately controllable video cameras
- recorder with SD cards (available at the circulation desk)



Key Figures
2.2 million library items in total
240,000 e-books
66,000 e-journals
1,500 printed journals
100,000 textbooks
2,700 databases

Media Collection

The TUM University Library holds a large collection of over two million items. We place special emphasis on e-books and e-journals, which you can access 24/7, whether you are on campus, at home or on the move.

Printed journals, newspapers, and books are readily available in our branch libraries for borrowing or on-site studying. Additionally, you can order books to the branch library of your choice through our Online Catalog (OPAC).

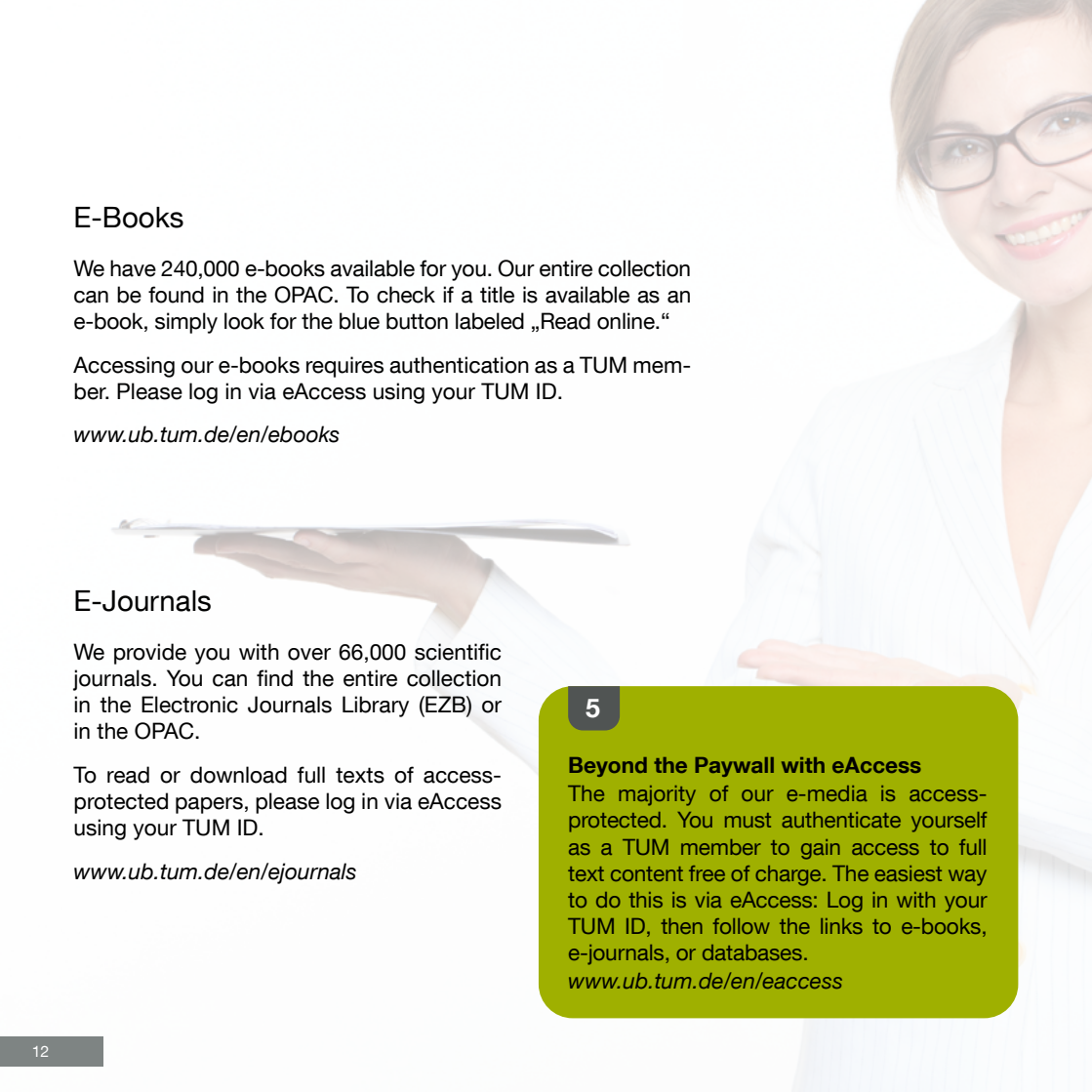
www.ub.tum.de/en/borrowing-ordering

E-Books

We have 240,000 e-books available for you. Our entire collection can be found in the OPAC. To check if a title is available as an e-book, simply look for the blue button labeled „Read online."

Accessing our e-books requires authentication as a TUM member. Please log in via eAccess using your TUM ID.

www.ub.tum.de/en/ebooks



E-Journals

We provide you with over 66,000 scientific journals. You can find the entire collection in the Electronic Journals Library (EZB) or in the OPAC.

To read or download full texts of access-protected papers, please log in via eAccess using your TUM ID.

www.ub.tum.de/en/ejournals

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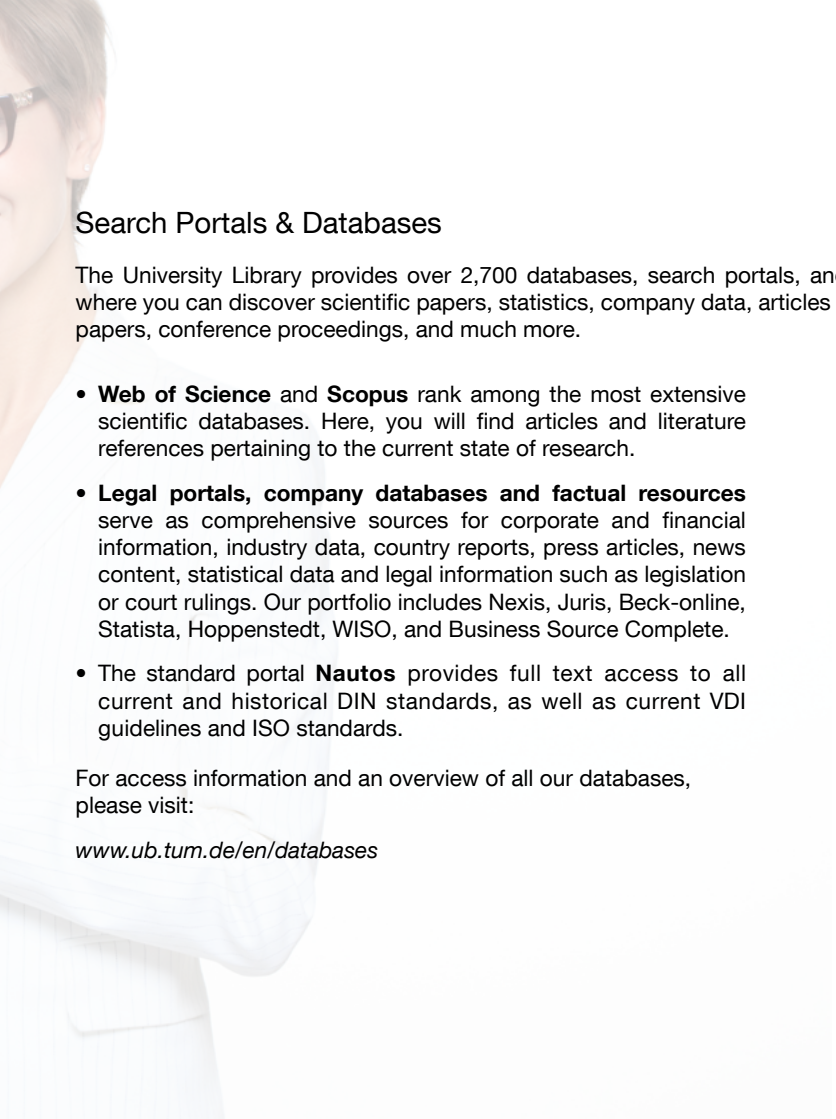
Beyond the Paywall with eAccess
The majority of our e-media is access-protected. You must authenticate yourself as a TUM member to gain access to full text content free of charge. The easiest way to do this is via eAccess: Log in with your TUM ID, then follow the links to e-books, e-journals, or databases.
www.ub.tum.de/en/eaccess



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

Textbook Collections

You can find essential study literature in our textbook collections. We acquire books in multiple copies – there are in same cases up to 130 copies of individual titles. With a loan period of four weeks and up to five renewals, you can borrow these books for an exceptionally long period of time.

www.ub.tum.de/en/textbook-collections

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Textbooks Always Available
Your exams are looming, and you need a textbook for preparation, but all copies are currently checked out? Consider utilizing our alternatives: e-books or reference copies. We provide these options for every textbook title to ensure you always have access to these resources. Copyright also allows for the scanning of small portions.
www.ub.tum.de/en/opac

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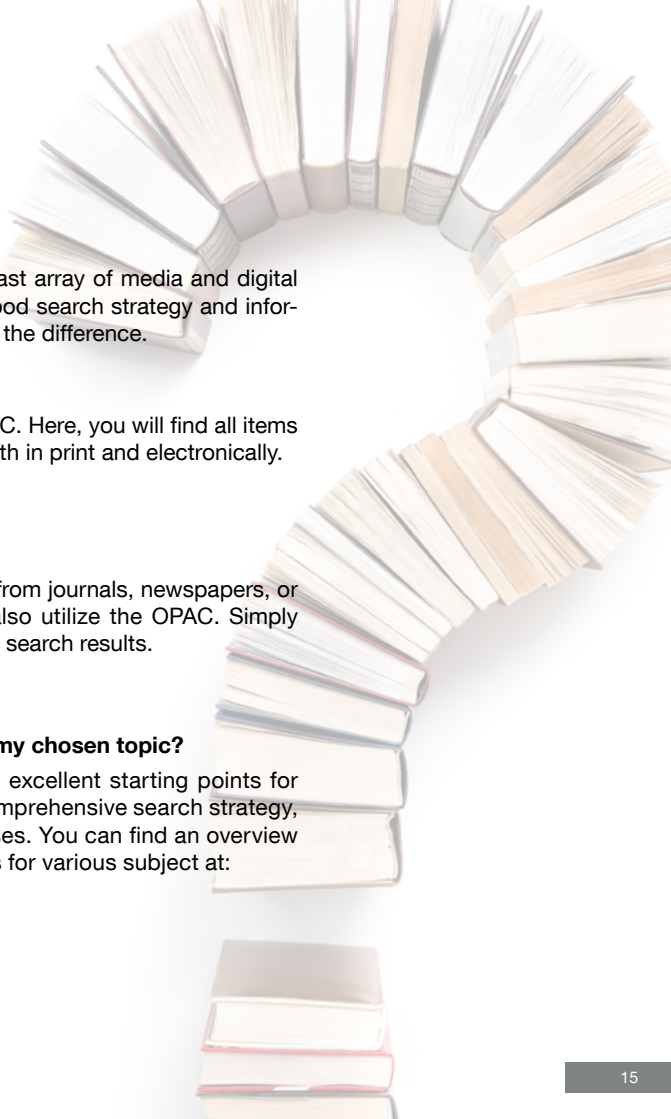
Recommend Books for Acquisition
Have you been unable to find what you were looking for despite our extensive media selection? Is the latest textbook not yet in our collection? Are you in need of an essential reference book on your specific subject? Feel free to recommend it to us for potential acquisition.
www.ub.tum.de/en/recommendation

Course Reserves

Recommended books, scripts and study materials for individual courses can be found in course reserves. Your lecturers can set up such compilations and the library will assemble the requested material. You can find course reserves on specially marked shelves in our branch libraries or on the e-learning platform Moodle included in your courses.

www.ub.tum.de/en/course-reserves



Search Strategy

Navigating the University Library's 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?

Search for the book's title in the OPAC. Here, you will find all items available at the University Library, both in print and electronically.

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

How do I discover information on my chosen topic?

While the OPAC and OPACplus are excellent starting points for your literature search, for a more comprehensive search strategy, we recommend specialized databases. You can find an overview of our databases and search portals for various subject at:

www.ub.tum.de/en/databases

Courses & Training

In our webinars, classroom courses, and e-courses, you will learn 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

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

Find our complete training program with dates and registration details at:

www.ub.tum.de/en/courses

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Study Skills to Graduate Sucessfully
TUM provides serveral 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
www.tum.de/en/studies/graduation/theses

Reference Management & Citation

Citavi and EndNote: Free Download and Courses

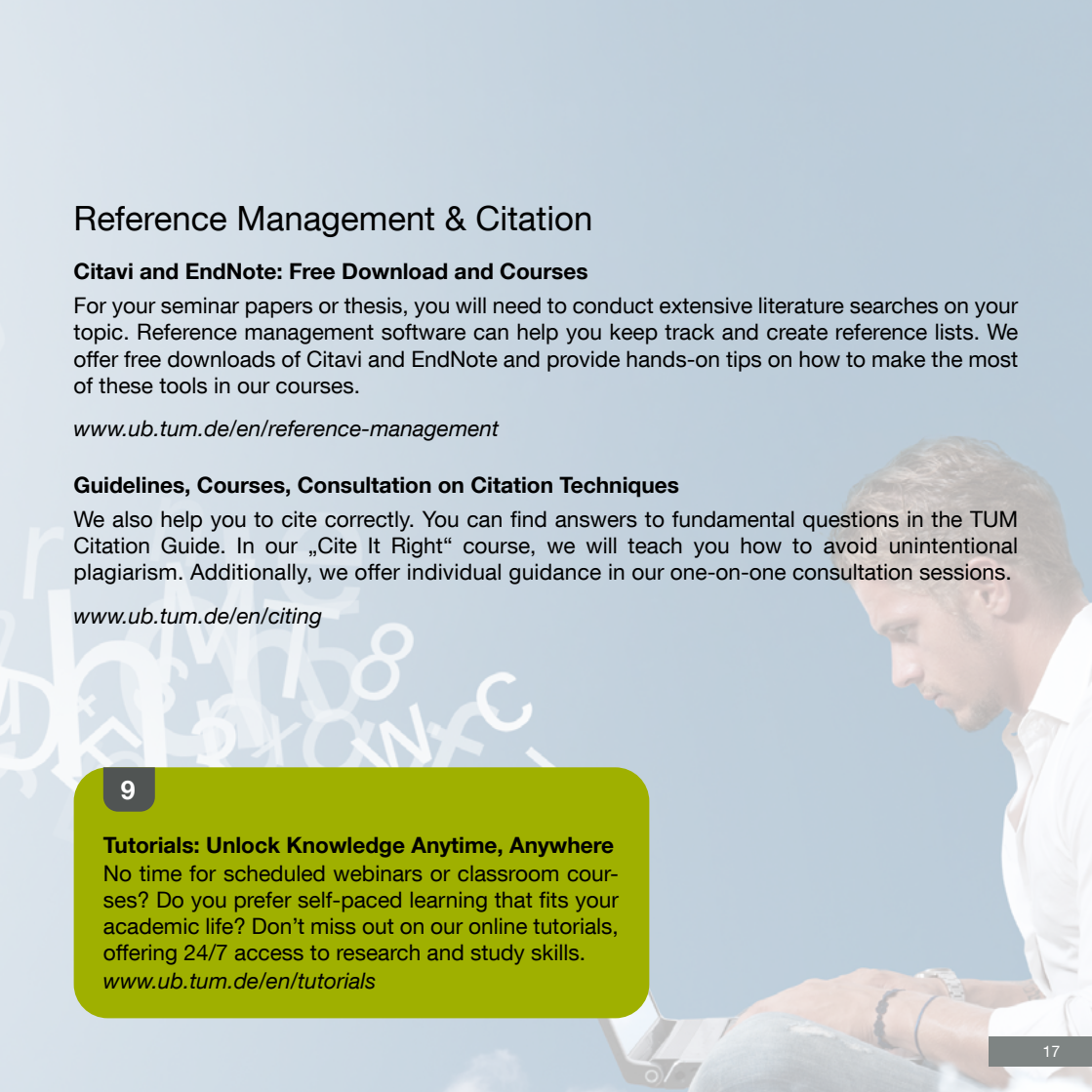
For your seminar papers or thesis, you will need to conduct extensive literature searches on your topic. Reference management software can help you keep track and create reference lists. We offer free downloads of Citavi and EndNote and provide hands-on tips on how to make the most of these tools in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

www.ub.tum.de/en/reference-management

Guidelines, Courses, Consultation on Citation Techniques

We also help 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



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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

Borrowing & Ordering

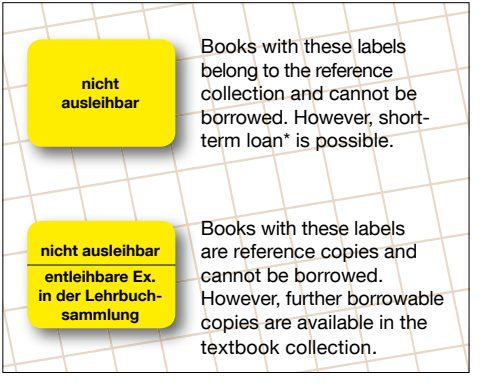
There are several ways to access materials from our library:

Checking out at Branch Libraries

You can borrow and return books within the opening hours at all branch libraries. If books are located in different branch libraries or in our closed-access collection, you can place an order via OPAC. We will deliver them free of charge to the branch library of your choice, where you can pick them up.

Ordered items are typically available for pick-up within 1 to 3 working days and will be on hold for ten days. An exceptions is the Branch Library Straubing, where ordered books are available after five working days.

www.ub.tum.de/en/loan-services



	Loan Collection	Textbook Collection	Reference Collection
Loan Period	4 weeks	4 weeks	only short-term loan*
Renewals	+ 2 × 4 weeks	+ 5 × 4 weeks	no renewals

* Short term loan: Two hours before library closing until two hours after the opening on the next day.

Online Access

If you wish to access e-journals or e-books, simply log in with your TUM ID via eAccess.

www.ub.tum.de/en/eaccess

In-house Scan Service

If you need papers or articles but cannot visit the library in person, we offer a free scanning service for TUM members. You can order book chapters or articles from our collections via dokumenTUM, which you can find in the OPAC in the „Order“ tab for individual search results.

www.ub.tum.de/en/dokumentum

Interlibrary Loan

You can order books from libraries in other cities through national or international interlibrary loan. This service is available for both printed and selected electronic media.

www.ub.tum.de/en/interlibrary-loan

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Keep Tabs on Loan Periods
Have you lost track of your loan periods? Not sure which books you have ordered, reserved, or borrowed? One look at your library account in the OPAC will provide your with a complete overview. Simple log in with your library number.
www.ub.tum.de/en/library-account

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Scanning for Free
If you wish to consult articles or books off-campus, you can scan them free of charge on our book scanners and save them on your USB stick. Please make sure to comply with current copyright regulations.
www.ub.tum.de/en/scanning

Get started!

Unlock our services for students

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
Chat | go.tum.de/978612
www.ub.tum.de/first-level-hotline

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