





GalileoDiscovery and Library Services

by Engineering Libraries Staff



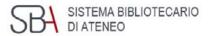




is the University of Padova Library search tool



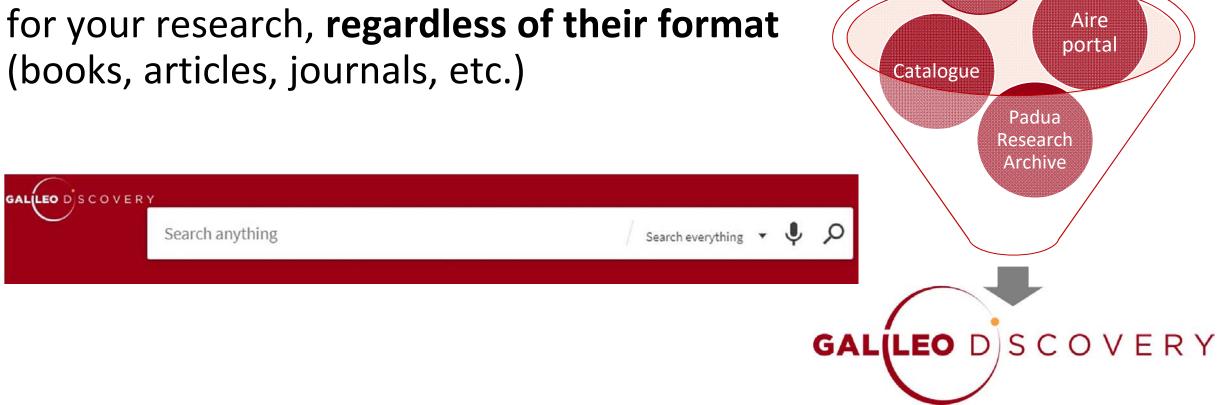
GalileoDiscovery



Data

bases

With just one query, you can find the materials





GalileoDiscovery



With a single search it is possible to retrieve at the same time, in

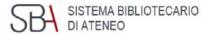
print and electronic format:

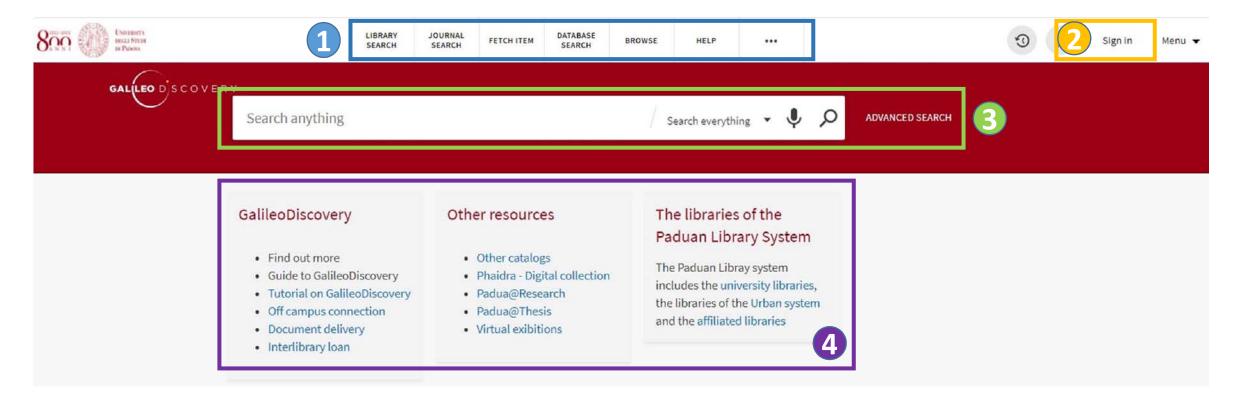
- Books
- Journals
- articles
- multimedia resources
- encyclopedic entries
- technical standards
- statistics
- contributions to open access scientific research
- • •





GalileoDiscovery - Functional areas





1 Main menu

- 2 Authentication
- 3 Simple and advanced search
- 4 Information boxes



GalileoDiscovery – Main menu



LIBRARY

quick way to start a new search

JOURNAL SEARCH list of journals owned by our libraries, you can search by subject area, title or ISSN



allows you to enter the details of an article and to check if it is owned in electronic format



search by title of databases acquired by the University or free, even those that cannot be queried through Galileo Discovery



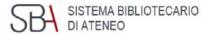
browsing by Author, Title, Series...

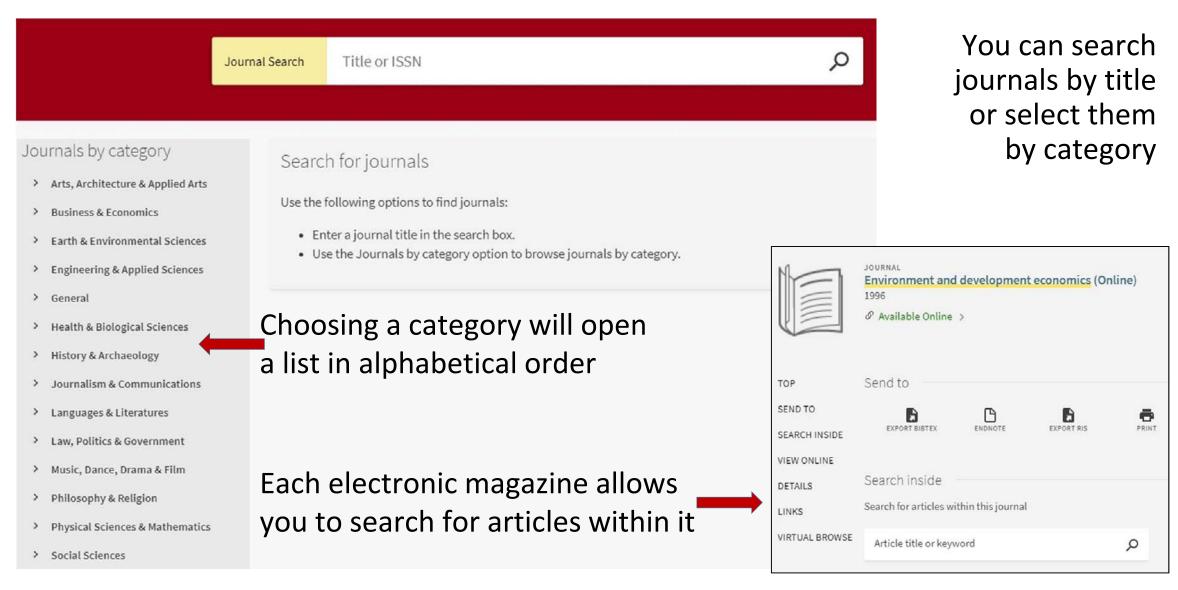


quick link to the Help service



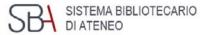
GalileoDiscovery – Journal search menu







GalileoDiscovery – Browse menu



You can scroll a list by Author, Title, Series, Dewey call numbers, Library of Congress call numbers, and Call numbers



E.g. You want to search for the volumes of the *Environment, development, and public policy* series: select from the drop-down menu "Series" and enter the title

To see the titles of the series you have to click on the name





UNIVERSITÀ Galileo Discovery – Database search and Fetch item 5th



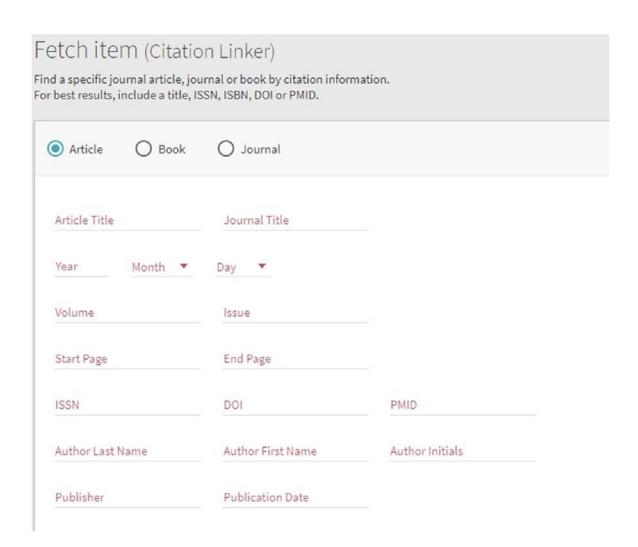


Database search: allows to search for a database by title



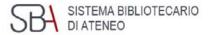
or Citation search:

allows to enter the details of an article and check if there is access to the electronic format





Galileo Discovery – Authentication Menu





View the latest searches made



Allows you to save your favorite references; if you are not logged in, the list remains active for the duration of the session



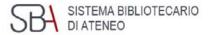
Send to login page and custom services

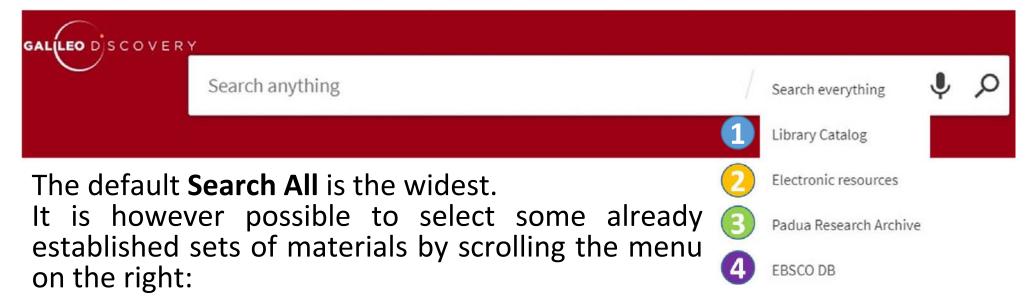


You can also access the menu as an authenticated user



GalileoDiscovery – Search anything

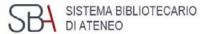




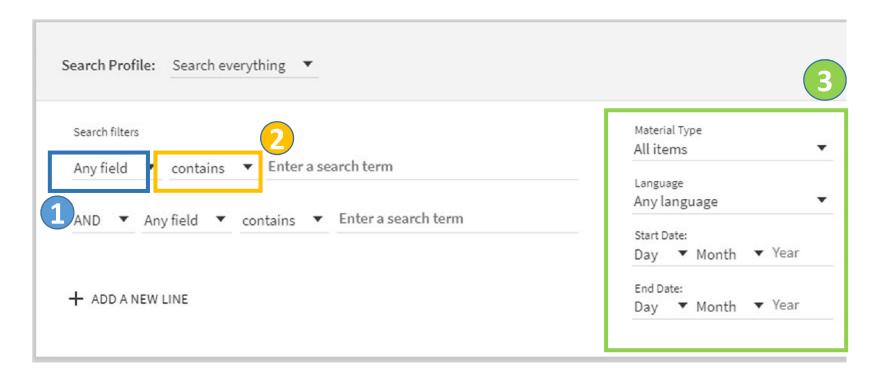
- Libraries Catalogue: to search books and journals
- Electronic Resources: to search only electronic resources
- Padua Research Archive: for the University's research products
- **Ebsco**: to query only the databases of the Ebsco platform



Galileo Discovery – Advanced search



- Allows to combine multiple elements and choose which element to search for each: Title, Author/creator, Subject, ISSN, Dewey classification
- For each field the options available are: contains, starts with, is (exact)
- On the right you can also specify: Type of material, Language and Dates





GalileoDiscovery – Information boxes



GalileoDiscovery

- · Find out more
- · Guide to GalileoDiscovery
- · Tutorial on GalileoDiscovery
- · Off campus connection
- Document delivery
- Interlibrary loan

Other resources

- · Other catalogs
- · Phaidra Digital collection
- Padua@Research
- Padua@Thesis
- Virtual exibitions

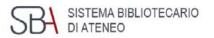
The libraries of the Paduan Library System

The Paduan Libray system includes the university libraries, the libraries of the Urban system and the affiliated libraries

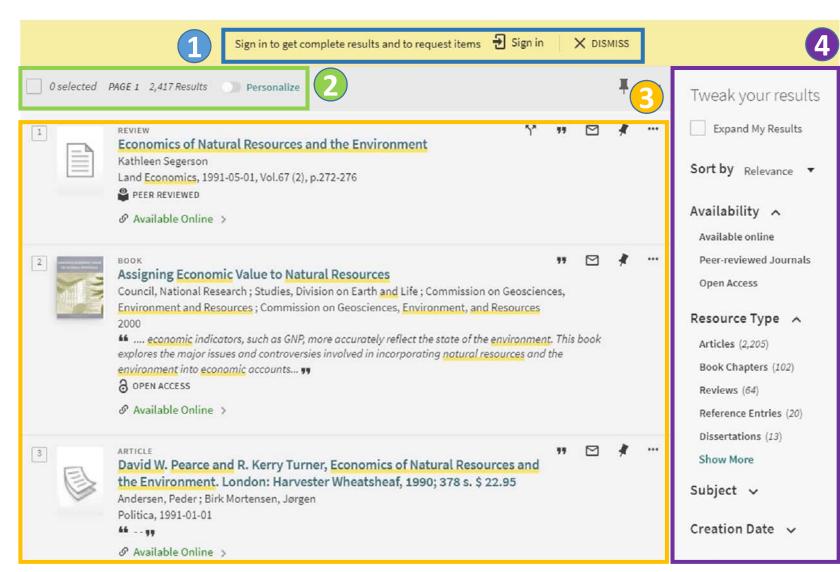
- guide to using GalileoDiscovery
- additional useful tools and services
- libraries participating in GalileoDiscovery



GalileoDiscovery – Results list

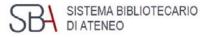


- Possibility to bypass authentication
- Displayed Page Total number of results Customize function
- Results page with short format records
- 4 Possibility to refine the results





GalileoDiscovery – Results list (how to)



LOAD MORE RESULTS

20 results are displayed per page, scrolling to the bottom you can choose to view the next results



At the bottom left there is always a button that indicates the page you are viewing and allows you to move forward and backward



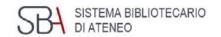
To quickly return to the top of the page, you can use the arrow that appears at the top right



When viewing the complete record, you can navigate through the records with the arrows that appear on the right, or return to the list of results by clicking on the X



GalileoDiscovery – Refine results



Tweak your results

Expand My Results

Sort by Relevance ▼

Availability ^

Available online

Peer-reviewed Journals

Open Access

Held by library

Resource Type ^

Articles (1,783,258)

Newspaper Articles (50,294)

Book Chapters (39,692)

Reviews (23,190)

Reports (14,422)

Show More

The proposed filters change according to the results and it is possible to combine them.

Library ^

Biblioteca Beato Pellegrino (2)

Biblioteca Ca' Borin (9)

Biblioteca Centrale di Agripolis (5)

Biblioteca Centrale di Ingegneria (1)

Biblioteca Chiereghin Treviso (1)

Biblioteca CUR Rovigo - CUBO (1)

Show More

Subject 🗸

Creation Date >

Collection v

Author/Creator >

Language 🗸

Journal Title 🗸

New Records ✓



GalileoDiscovery – Personalized search

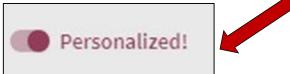




It displays the results of the chosen discipline first.

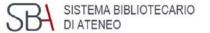
A maximum of 5 categories can be selected.

Agriculture & Forestry	Nursing
Arts & Humanities	Physics
History & Archaeology	Psychology
Languages & Literature	Sciences
Philosophy & Religion	Biology
Business & Economics	Chemistry
Engineering	Earth Sciences
Computer Science	Mathematics
Materials Science	Social Sciences
Law	Anthropology
Library & Information Science	Education
Medicine	Geography
Diet & Clinical Nutrition	Journalism & Communications
Pharmacy, Therapeutics & Pharmacology	Political Sciences
	Public Health
	Sociology
	Statistics
	Veterinary Medicine





Galileo Discovery – View Results: Short Record

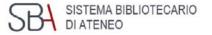




- 1 Number that identifies the record: useful for selecting single records
- Format of the material: it is identified by both the icon and the indication of the type of document above the title.
 - The generic icon can be replaced by the cover photo if available.
 - The Book icon refers to the modern, ancient and electronic books
- 3 Bibliographic data: clicking on the title in blue, takes you to the complete record
- **Availability**: if the document is on paper it will show the first location, if electronic it will offer the link to the full-text if available
- Short record actions



GalileoDiscovery – Short record actions





Allow to capture and export the exact quotation of the displayed document



Allows to send the record selected from the search results to an e-mail box



If not logged in, it allows to select the result and add it to a provisional list of saved records



Allow various possibilities for exporting the result

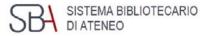


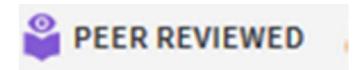


Cited in/Citing, to retrieve articles in relation to that of your interest

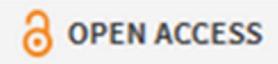


GalileoDiscovery – Information in short records





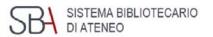
Indicates that the document has been peer reviewed



Indicates that the document is freely accessible because it has an Open Access license



Galileo Discovery - Complete record - print



These available entries starting from the complete record are:

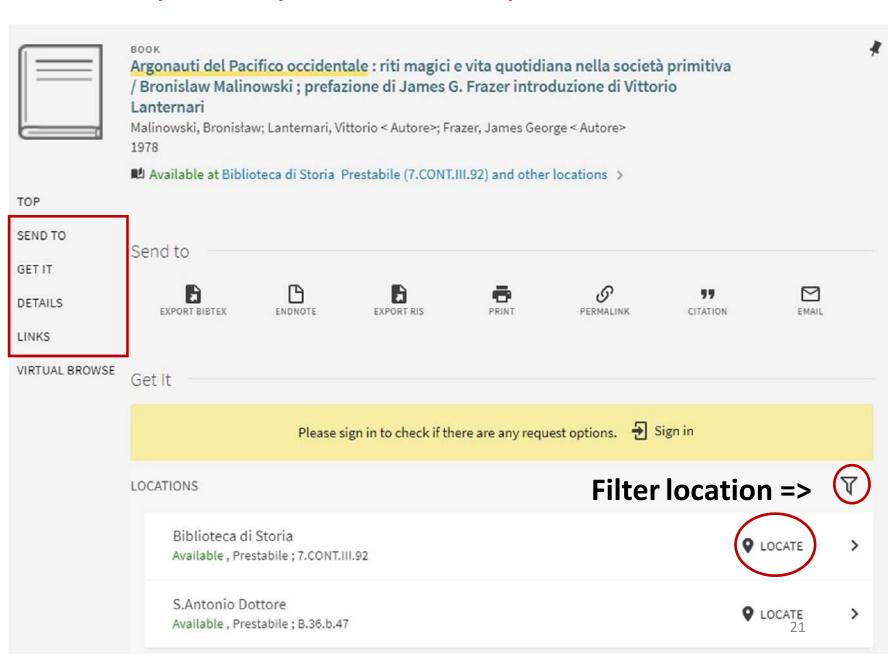
Send to: with several possibilities to export the record

Find it in: indicates the location for print resources

Details: complete bibliographic record

Find more: suggestions of similar materials

Link: more links





Galileo Discovery - Complete record - electronic

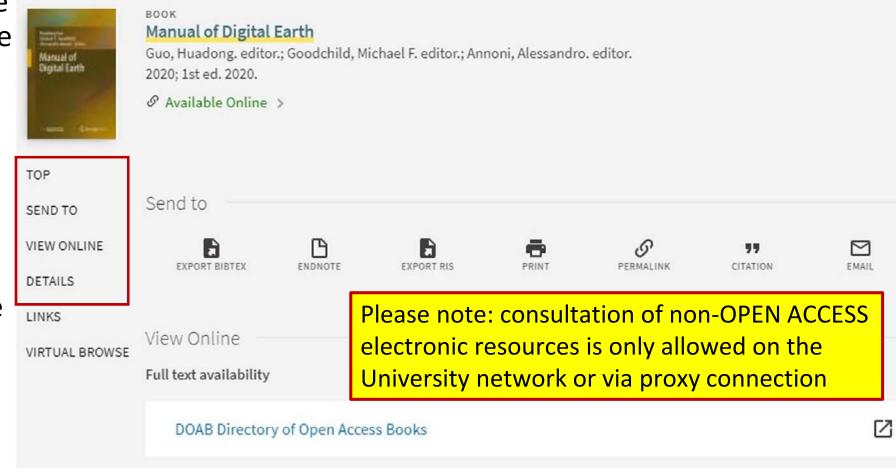


These entries are available starting from the complete electronic item record:

Send to: with several possibilities to export the record

View online: access to the electronic version

Details: complete bibliographic record





GalileoDiscovery – Send to allows to:





Export the bibliographic record in standard BibTex format



Import the bibliographic record into EndNote



Export the bibliographic record in standard RIS format



Print bibliographic information



View and copy a permanent link



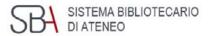
View bibliographic information formatted according to some preset citation styles



Send bibliographic information by mail



GalileoDiscovery – User authentication

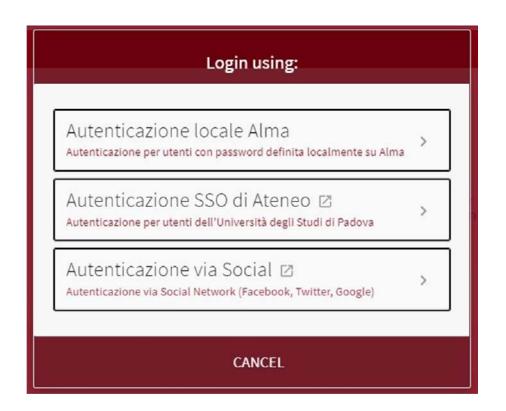


With **Authenticate** you use the personalized services of GalileoDiscovery



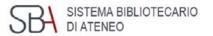
You can access with:

- Local authentication for those who are not Unipd institutional users and do not use the Social Login
- Single Sign On Unipod users
 Single Sign On Unipod users
- Social Login for users of civic and affiliated libraries



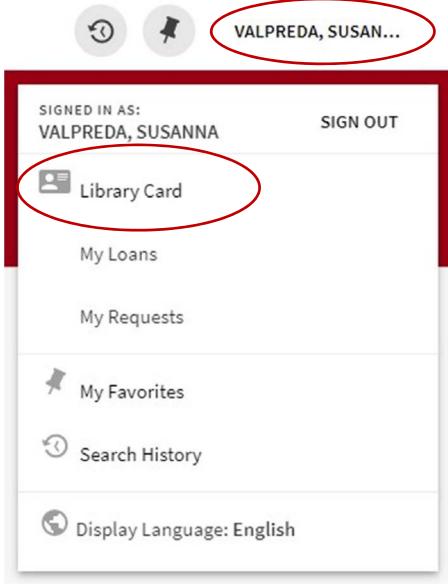


GalileoDiscovery – authenticated user's menu



By clicking on the name at the top right you access the General Menu

The first item refers to the library card





GalileoDiscovery – My Library card

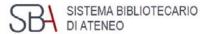


- Overview
- 2 Loans
- Requests (reservations)
- 4 Fines + fees
- 5 Blocks + messages
- 6 Personal details



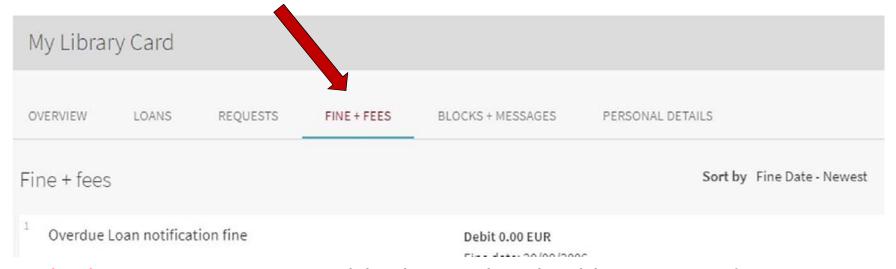


Galileo Discovery - Fines + fees. Blocks + messagges



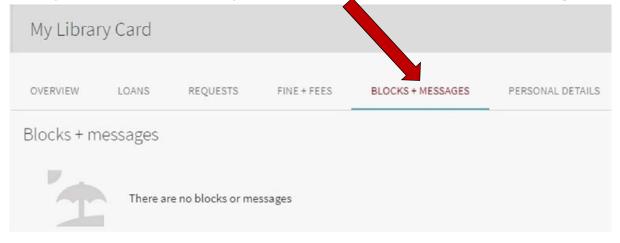
By clicking on Fine + Fees, any situation that the user owes appears (e.g. costs for

DD and ILL)



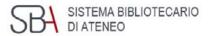
By clicking on Blocks + Messages, any blocks set by the libraries and messages

to the user are displayed



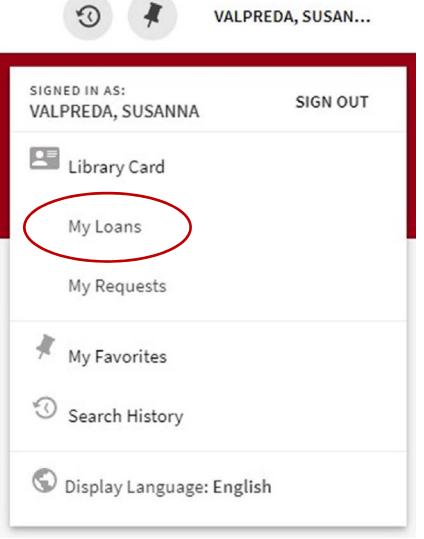


GalileoDiscovery- My loans



You can access the list of your loans by clicking on My loans

Visible loans here are those registered by GalileoDiscovery





GalileoDiscovery - My loans



- 1 Active/historical loans
- 2 Sort by
- 😉 Renew all
- 4 Expand all
- 5 Expand



Galileo Discovery reports if there are loans due or overdue



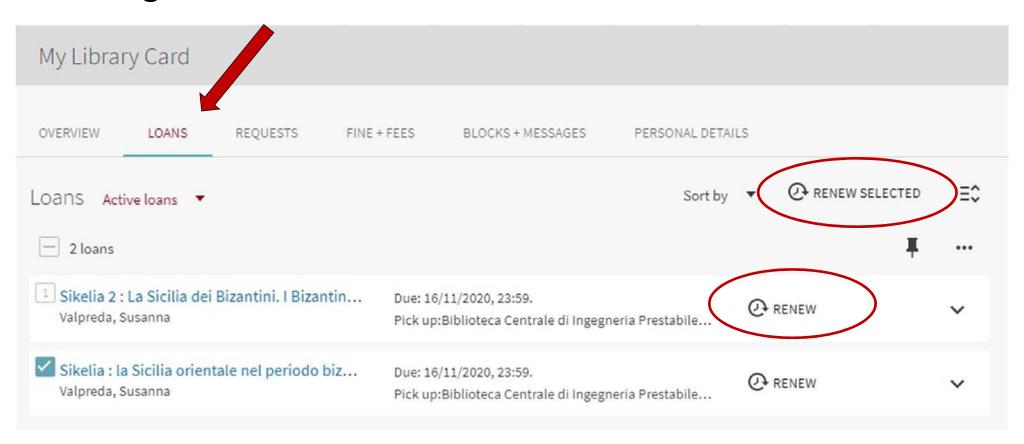
If there are overdue loans, it is not possible to renew



GalileoDiscovery -Loan renew



You can renew all or some of the loans from this screen by selecting them





GalileoDiscovery - My requests

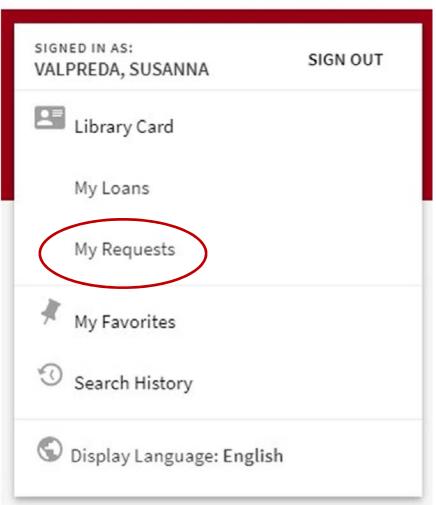


0



VALPREDA, SUSAN...

By clicking on My requests you can consult the list of reservations in progress (available or pending)





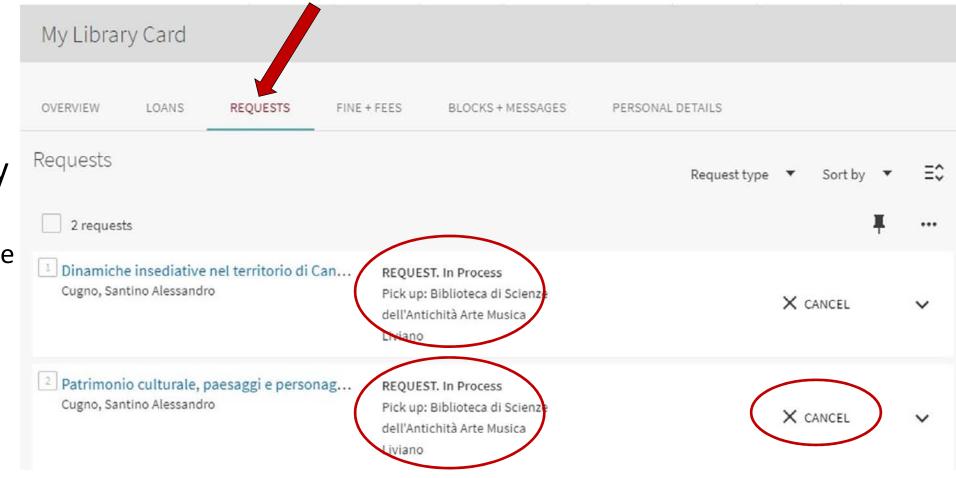
GalileoDiscovery - My requests



GalileoDiscovery reports if there are books available to loan in the library

If the book is not available yet, Galileo Discovery reports the position in queue

Requests can be deleted one at a time





Galileo Discovery - How to request a book



1) Search a book



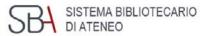
2) Check the locations: the copy is not available



You may see Purchase Request button or No Request Available for this record



GalileoDiscovery - How to request a book



3) Click the Purchase Request button directly



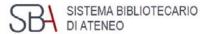
or choose the location you prefer by clicking on it

Biblioteca di Storia
Out of library , Prestabile

Di LOCATE →



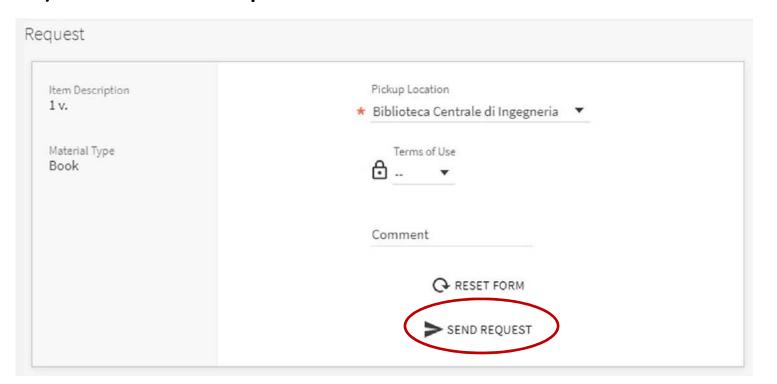
Galileo Discovery - How to request a book



4) Click on Request

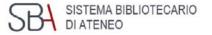
On loan until 30/09/2020 23:59:00 CEST (0 requests) 1 v.
15 Days Loan

5) Send the request



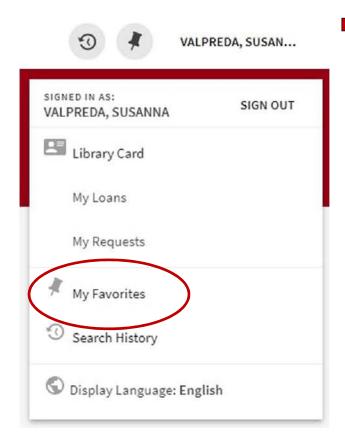


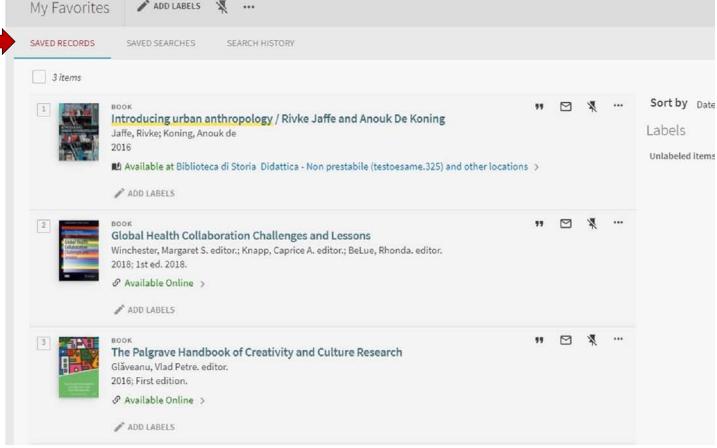
GalileoDiscovery - My favorites



By clicking on My Favorites you can access the list of records saved during the search and you can organize the list of saved results by grouping

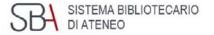
them with labels







GalileoDiscovery - My favorites - Labels



Multiple labels can be associated with the same record.

If you delete a "copy" from the general list, it is permanently deleted from My Favorites and no trace remains, even if it has a label.

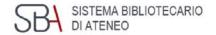
"Unlabeled copies" are saved records to which no labels have been associated.



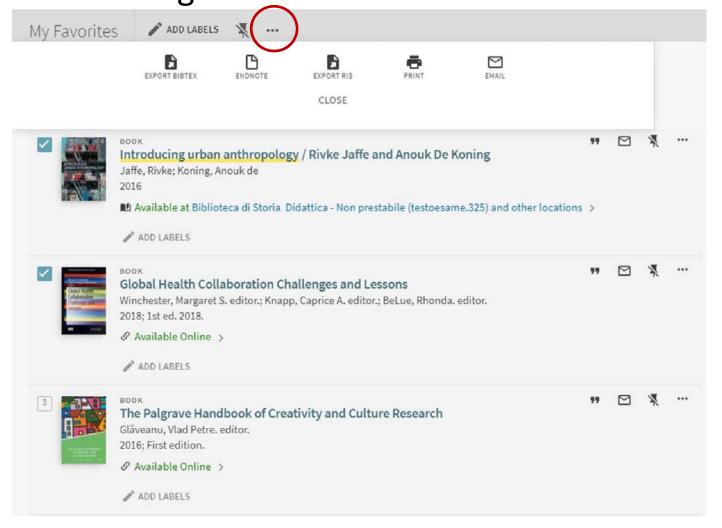
They are not folders, but tags!



GalileoDiscovery - My favorites - export

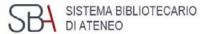


Alternatively, you can export all or part of the records by selecting them and clicking on the three dots

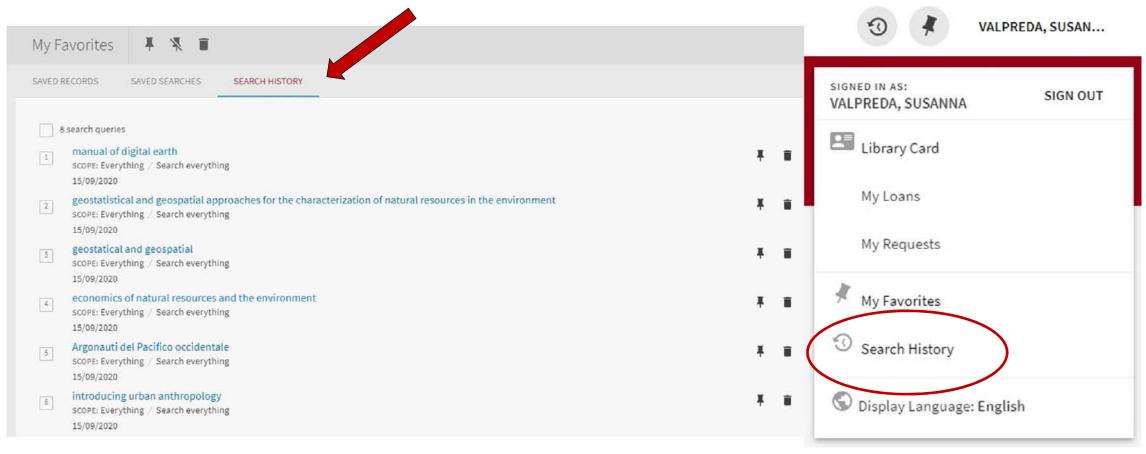




GalileoDiscovery – Search History

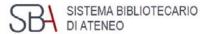


The last ten searches made are available in Search History. They can eventually be saved or deleted





Galileo Discovery - Saved searches - Alerting services







Rss Feed, clicking on this icon creates a url that is stored on the Rss Reader in use on your computer, tablet or smartphone



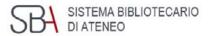
Alert, send an email to the registered address



Delete this search from your saved searches

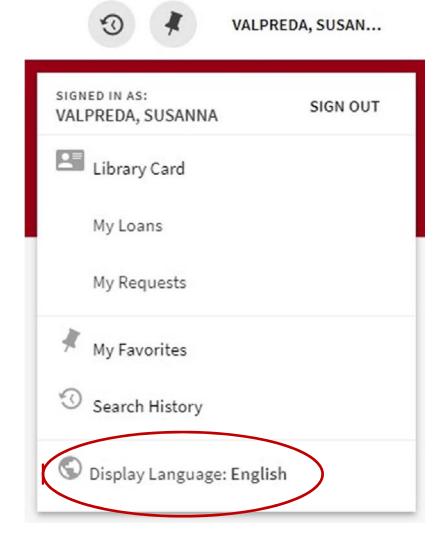


GalileoDiscovery - Show language



The last item of the Display language menu allows you to set your preferred language. At the moment it is possible to choose only between Italian and English



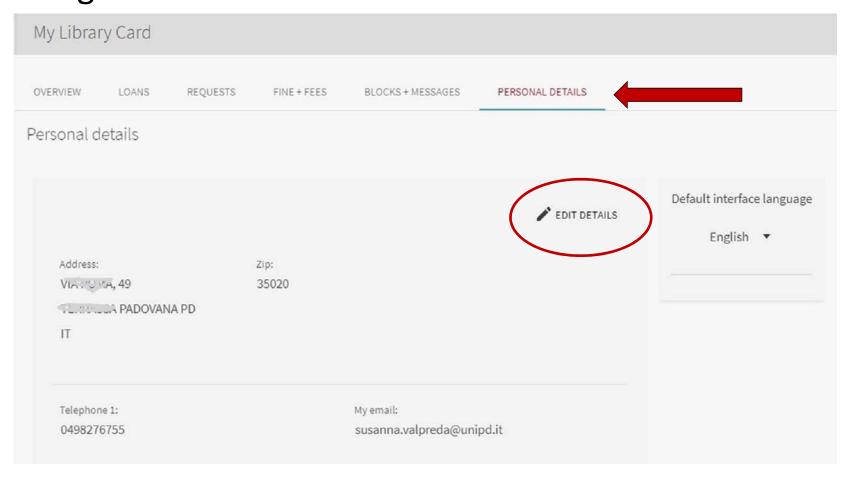




Galileo Discovery - Personal detailes

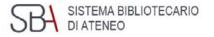


With Personal Details you can access the user's personal card, change the fields, and login credentials

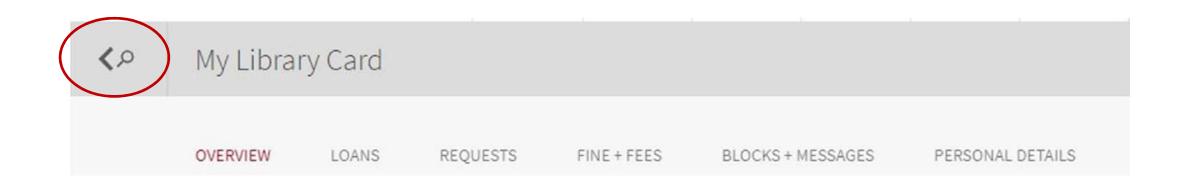




GalileoDiscovery - Search



At any time, you can return to the Search interface, using the arrow at the top left of the bar







Research strategies 1



Wildcard characters

In GalileoDiscovery you can use the asterisk as a truncation character - eg. cultur * for culture, cultural, and culturally - and the question mark for any character - eg. wom? n for woman, women

Exact phrase

You can use quotation marks "" for the exact phrase - eg. "Legislative Decree 19 September 1994 n 626". When using this type of strategy in quick search avoid adding other logical operators. If you want to combine logical operators and exact phrase use the advanced search





Research strategies 2



Use of parentheses

When using more than one operator, Ex Libris recommends using

parentheses to clarify precedence

```
shakespeare AND (tragedy OR sonnet)
```

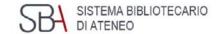
It is preferable to use the logical NOT operator at the end of the search

string

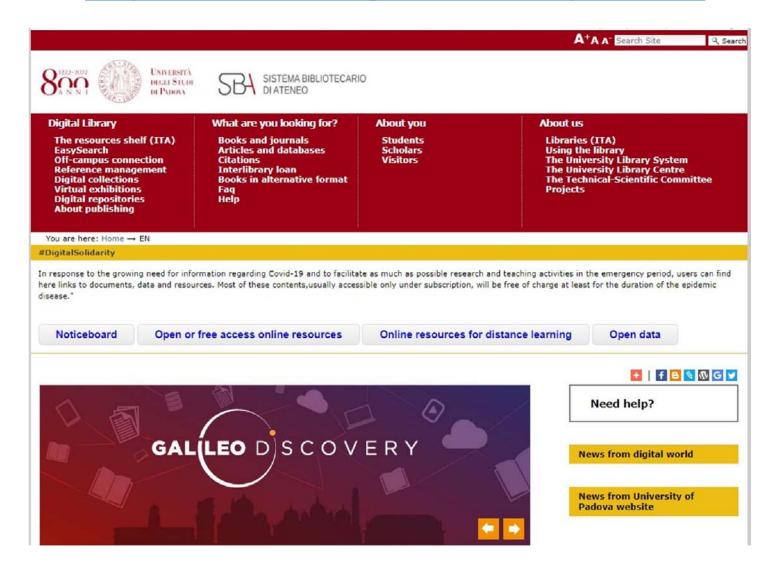
```
Shakespeare AND (tragedy OR sonnet) NOT Hamlet
```



Engineering Libraries Services – Digital Library

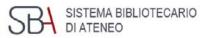


http://bibliotecadigitale.cab.unipd.it/en/





Engineering Libraries Services – Physical libraries



Engineering Central Libray
Via Loredan, 20 - 35131 Padova
Opening hours:

Monday - Thursday 8.00 - 19.45

Friday 8.00 – 18.15

http://biblioingegneriacentrale.cab.unipd.it

e-mail: biblio.inge@unipd.it

Management and Engineering Library Stradella S.Nicola, 3 - 36100 Vicenza Opening hours:

Monday 8.30 - 13.00, 14.15 - 18.00

Tuesday-Thursday 8.30 - 18.00

Γriday 8.30 - 13.30

http://biblioingegneriagestionale.cab.unipd.it

email: biblioteca@gest.unipd.it

Information Engineering Library "Giovanni Someda" Via Giovanni Gradenigo, 6A - 35131 Padova Opening hours:

Monday - Thursday 8.30 - 19.15

Friday 8.30 -17.30

http://biblioingegneriasomeda.cab.unipd.it

e-mail: biblio@dei.unipd.it

Industrial Engineering Library "Enrico Bernardi" via Venezia, 1 - 35131 Padova

Opening hours:

Monday - Thursday 8.15 -17.15

Friday 8.15-13.30

http://biblioingegneriabernardi.cab.unipd.it

e-mail: biblio.dim@unipd.it



Engineering Libraries Services – Loan conditions



AVAILABILITY STATUSES	LIBRARY USERS	NR. OF LOAN ITEMS	LOAN PERIOD
Loanable	STUDENTS	up to 15	30 days renew: up to 6 months
15 days loan (course reserves or textbooks, 2 nd copy)	STUDENTS	up to 15	15 days renew: up to 75 days
Overnight and vacation loan (dictionaries, handbooks, journals)	STUDENTS	unlimited	1 day (until tomorrow at 10 a.m.) No renewals
Not loanable (course reserves or textbooks)	STUDENTS	0	In-house use only
Not loanable (professors' books)	STUDENTS	0	0



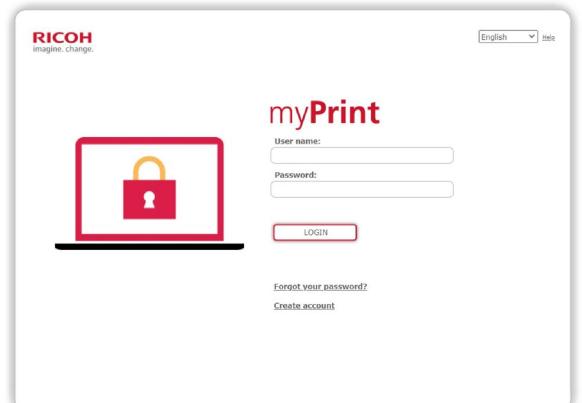
Engineering Libraries Services - Photocopying



Self-service scanning, photocopying and printing

You can make your own photocopies with your student card.

Your account is linked to your University ID card.



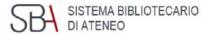
Remember!

Reproduction of published materials is subjected to copyright law. You can photocopy only 15% of a book or an issue.

You need to register an account on http://padova.ricohmyprint.it



Engineering Libraries Services – Wi-fi connection



eduroam is an international roaming service for users in research, higher education and further education.

Engineering Libraries offer you a free wi-fi connection



It provides researchers, teachers, and students easy and secure network access when visiting an institution other than their own



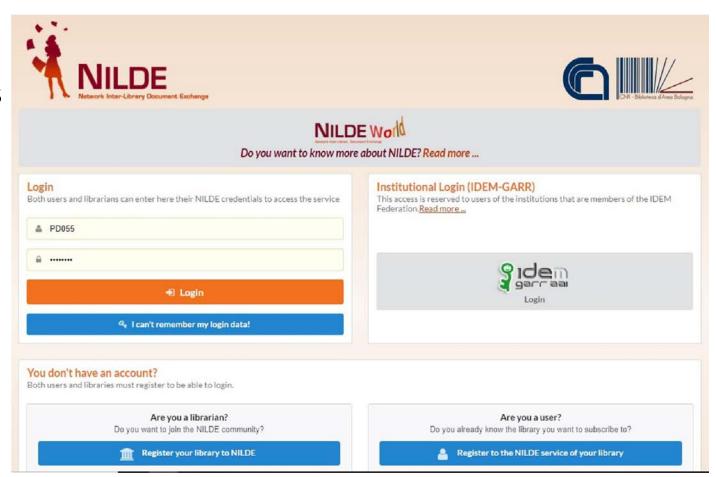
Engineering Libraries Services – Document Supply



Journal articles and book chapters not available in University of Padova libraries can be requested through the

Document Delivery service (DD)

https://nilde.bo.cnr.it/index.php





Engineering Libraries Services – Document Supply





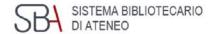
Books not available in the University library system can be requested through the *Interlibrary Loan service (ILL)*.

The service is not for free.

http://bibliotecadigitale.cab.unipd.it/en/interlibraryloan/interlibrary-loan-service



Engineering Libraries Services - Ask@librarian



- Do you know how to start your research?
- Have you troubles finding materials?
- Do you need any help with search tools?

Feel free to contact us! The service is available to Engineering students and academic staff

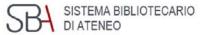
- Ask @ librarian https://www.dei.unipd.it/helpdesk/open.php?topicId=39&lang=en_US clicking on SSO (Single Sign On) UNIPD: name.surname@studenti.unipd.it

 A librarian will contact you within 3 working days
- in person library staff are at your disposal to help you using searching tools (catalogues and databases):
 - at the biblioteca Centrale di Ingegneria, on Tuesday and Wednesday, 10.00-12.00 a.m.
 - at the biblioteca Bernardi, on Monday and Wednesday, 2.00-4.00 p.m.
 - at the biblioteca Someda, on Tuesday and Thursday, 2.00-4.00 p.m.
 - at the TGSI library, on Friday, 9.30-11-30 a.m.





Engineering Libraries Services - Off-campus connection



The Auth-Proxy service allows off-campus access to University of Padova electronic journals

and databases both from Italy and from abroad.

This service will be available until the institutional email address (@studenti.unipd.it) is active.

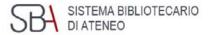


Off-campus connection: http://bibliotecadigitale.cab.unipd.it/en/access-e-resources

Auth-proxy guides and tools: http://bibliotecadigitale.cab.unipd.it/en/auth-proxy



Engineering Libraries Services – App Affluences



Biblioteca di Storia
Università di Pedova

Coari

C

To access the libraries of the University of Padova, users must book a suitable seat identified by the library, in order to guarantee the prescribed social distancing, via the *Affluences* app using the institutional email.

Affluences mobile app is free, ad-free, and freely downloadable from the App Store and Google Play.





Galileo Discovery & Library Services



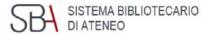
To enter our libraries it is mandatory to

- Wear a mask
- Clean your hands
- Keep a safe distance





GD & Library Services Presentation materials



GalileoDiscovery and Engineering Library Services Presentation slides are available here

http://biblioingegneriacentrale.cab.unipd.it/usa/laboratori/materiali







Thank you for your attention!

We are at your disposal

If you have a question, a suggestion, or a comment about Library services or resources, please feel free to contact us



