



Information

Universitätsbibliothek Tübingen · Wilhelmstr. 32 · 72074 Tübingen>

Telefon +49 7071 29-72846
Information@ub.uni-tuebingen.de
<https://uni-tuebingen.de/de/324>

**Sample tour for tutors:
Wilhelmstraße University Library**

Please only walk through the library with a maximum of 15 people!

Station 1: Main building foyer entrance

University Library opening hours: Mon. - Fri.: 8:00 a.m. - midnight, Sat. & Sun.: 10:00 a.m. - 10:00 p.m. (limited services)

Station 2: Locker room behind the green wall; main building, ground floor

- Day lockers (gray and blue), requires a small padlock or a 1 or 2 euro coin
- Permanent lockers can be booked through AstraDirect: <https://www.astradirect.de/sfmiet.html>
- Copier/printer
- Drinks and snack vending machines
- Terminals for semester printing (validation stations)
- Charging station for student ID cards (EC card + cash)

Station 3: Main building, 1st floor

- Patrons can ask questions at the information desks in the lending center or in the Ammerbau
- Reference to the guidance system (immediately to the right of the revolving door, illuminated column): Floor plans and orientation in the library and information flyers

Left: Learning Center

1. Room Group study room:

- Internet stations in the Learning Center: refer to additional PC workstations in the Ammerbau building. Login: University login (zxm...) with password
- Wi-Fi: eduroam, available throughout the university. Login: University login (zxm...) with password
- Show "Katalog Plus" on the research PC next to the unmanned information desk. Explain the central importance of the catalog (the books are not ordered based on their topic; storage library or arrangement by call number, therefore searching on the shelf is not possible), availability, open-access collection, order stock...
- Point out "My Account" in the library catalog: loans (with renewal), orders, reservations, email notification (to student email address), and fees.

- Printing from internet PCs and notebooks (Windows/Mac OS) is possible via the copy/print devices (campus-wide printing system!). <https://uni-tuebingen.de/de/716>
- Quiet study area: View through the glass wall into the quiet learning center

Station 4: Lending center

Go through the revolving door, then turn left and line up at the service station. (*Please position the group so that access to the Ammerbau / lending counter remains passable for others!*)

- Individual workstations (*please speak quietly*)
- Lending counter: Information, payment of fees via student ID card (cashless), borrowing: Self-checkout via terminals; Returns at the return station, lost property
- Information about the library card = student ID card:
Activation via "My Account" or Internet PCs: Login with university login ID ("zxm..." + password)
www.ub.uni-tuebingen.de
- Textbook collection: subject-specific collection, particularly important for first-year students.
- Pick-up area (gray shelves): for literature ordered from the closed stacks or reserved works, sorted by pick-up code (can be viewed under "My Account")
- Information about Ammerbau / Alte Waschhalle (quiet study areas): This is where you will find information about Ammerbau, the Ammerbau pick-up area, reading areas, reference collection, magazine display, open-access lending collection, copy rooms, quiet room, group study rooms (bookable at: <https://uni-tuebingen.de/de/69262>)

No food, drinks only in containers with screw caps!

Station 5: Main building, 1st floor, corridor to the Bonatzbau building

- Additional group workstations in the corridors
- Room B004: Training room for university library courses

Station 6: Turn right, lobby in the Bonatzbau building

- In the lobby, note:
Historical reading room (is a "quiet study area," similar to individual workstations in the quiet study center)
Manuscript reading room (old collections)
Please do not enter/look inside!

- Conclude the tour by pointing out the extensive range of tours and training courses offered by the University Library: <https://uni-tuebingen.de/de/83825>
- Possibly use the exit in the Bonatzbau building on Wilhelmstraße