



**TAL
TECH**

OVERVIEW OF LIBRARY SERVICES

Annaliina Aavik
Information Services Division
Tallinn University of Technology Library

25.08.2022

OUTLINE

- **Online resources & remote services**
 - search portal
 - remote access
 - book locker & DPD parcel locker
- **Building overview & in-person services**
 - registration & borrowing
 - study rooms
 - printing & copying
- **Useful contacts**

LIBRARY

[Home](#)

[Databases](#)

[For Reader](#)

[For Researcher](#)

[Open Science](#)

[About the Library](#)

[Publishing](#)

[Contacts](#)

Keyword(s)

Search for books, magazines



Online catalogue ES

Word



E-articles



E-books

User Registration

Borrowing, due dates, fines

Interlibrary Loan (ILL)

Study rooms and spaces

Computers and accessories

Printing, copying, scanning,
binding

European Documentation
Centre (EDC)

Price list of paid services

SEARCH 

**TAL
TECH**

TALLINN UNIVERSITY OF TECHNOLOGY

taltech.ee/en/library



ADVANCED SEARCH

Tallinna Tehnikaülikooli Raamatukogu portaal koondab ühisotsinguks:

- raamatukogu vahendatavad e-ressurssid
- TalTech raamatukogudes leiduvad trükitväljaanded
- TalTech Raamatukogu digikogu

Tallinn University of Technology Library portal brings together a joint search:

- e-resources provided by the library
- printed publications in TalTech libraries
- TalTech Library's digital collection

Ligipääs terviktekstidele

Litsentsitud andmebaaside terviktekstid avanevad vaid TalTechi arvutivõrgus. **Kaugligipääs** terviktekstidele võimaldatakse üksnes TalTechi liikmeskonnale VPN ühenduse [EduVPN](#) kaudu. Vajalik Uni-ID.

Access to full texts

Access to full texts in licenced databases is available only in TalTech network. **Remote access** (only granted to university members) to the databases use a VPN connection [EduVPN](#) with your Uni-ID user credentials.

Kasutajatugi

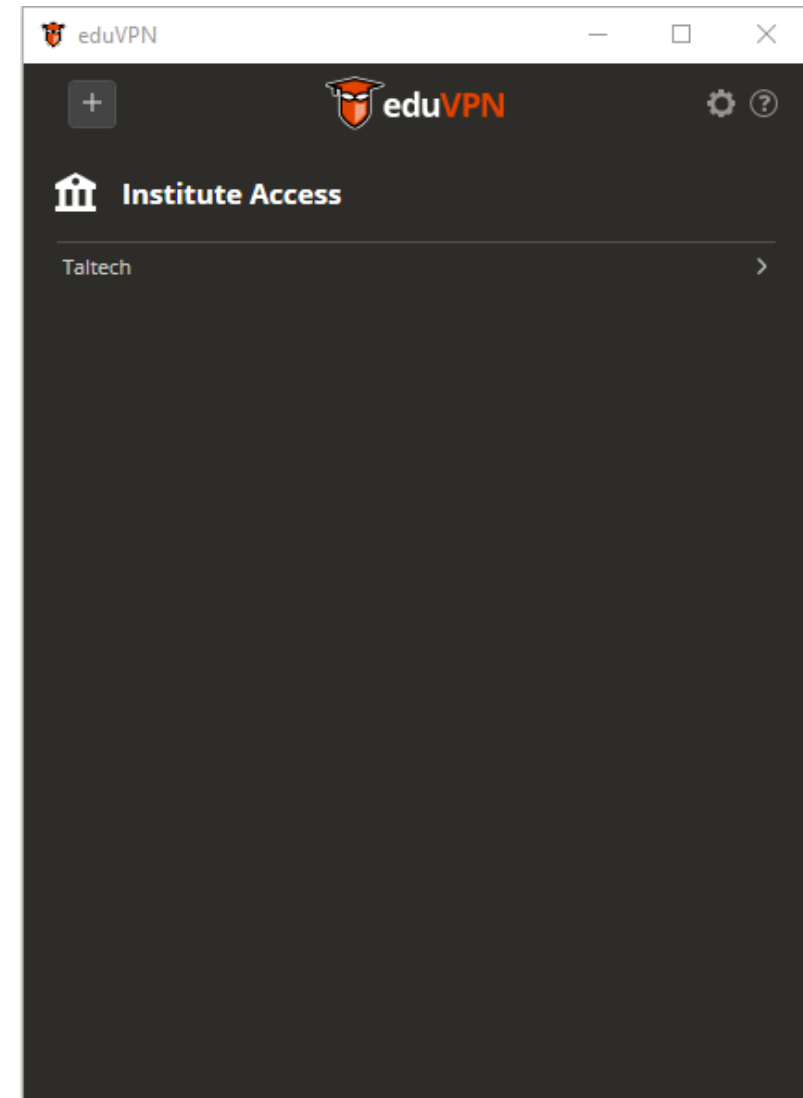
Infootsingul abistab teid [infokonsultant](#)
Portaaliga seotud küsimused ja kommentaarid saatke portaali administraatorile

User support

[Library's help desk](#) can assist you with making a query.
Questions and comments regarding the portal can be sent to the [site administrator](#)

REMOTE ACCESS

- clients: eduvpn.taltech.ee
- Uni-ID required
- access to majority of databases
- **IT HelpDesk**
 - helpdesk@taltech.ee
 - SOC-129
 - 620 333



BOOK LOCKER & DPD PARCEL LOCKER

- for registered library members
- **Book locker**
 - web form or email teenindus@lib.taltech.ee
 - 24/7 open
 - pick up within 3 days
- **DPD parcel locker**
 - **paid service**
 - web form
 - reader responsible for any return costs





OPENING HOURS

Mon – Fri

08.30–20.00

Sat

11.00–18.00

24/7 study room

LIB-103



1ST FLOOR

24/7 study room

Book locker

Self-check-in



2ND FLOOR

**Service Centre & Help
Desk**

Computer Lab

**Social sciences &
economics**

Newspapers



3RD FLOOR

**Individual & group
study rooms**

**Natural & exact
sciences**

Textbooks

Fiction



4TH FLOOR

**Individual & group
study rooms**

Quiet study area

**Engineering
Technology
IT**



5TH FLOOR

Group study rooms

Humanities

General journals

Map collection

REGISTERING AS A USER

- **Library card**
 - Service Desk on 2nd floor
 - 2€
- **Estonian ID-card or TRP card**
 - Service Desks on every floor
 - **online self-registration**
 - free of charge
- **Know your student code!**

**TAL
TECH****Tallinn University of Technology Library**
REGISTRATION CARD

Library card number _____

Surname and name: _____

Estonian personal code:

--	--	--	--	--	--	--	--	--	--

 Birth year: _____

Student code (only students of TalTech): _____

Education _____ Occupation: _____

Home country: _____

Phone: _____ E-mail: _____

I am obliged to observe the user regulations of TalTech Library

Date: _____ Signature: _____

Welcome to the online catalogue ESTER



ENTIRE COLLECTION ▾

Keyword ▾

**SEARCH**

Extended Search ▾

Wish the search results from one particular library?
Select the library before starting search

[Return To Browse](#)Record: [« Previous](#) | [Next »](#)☐ [Export](#)[Save to List](#)

Author **Walker, Jearl, 1945-**
Title **Principles of physics / Jearl Walker, Halliday & Resnick**
Imprint Hoboken (N.J.) : Wiley, 2014
Description xxiv, 1244, [45] lk. : ill.
Edition 10th ed., international student version
Permalink <https://www.ester.ee/record=b4543870>

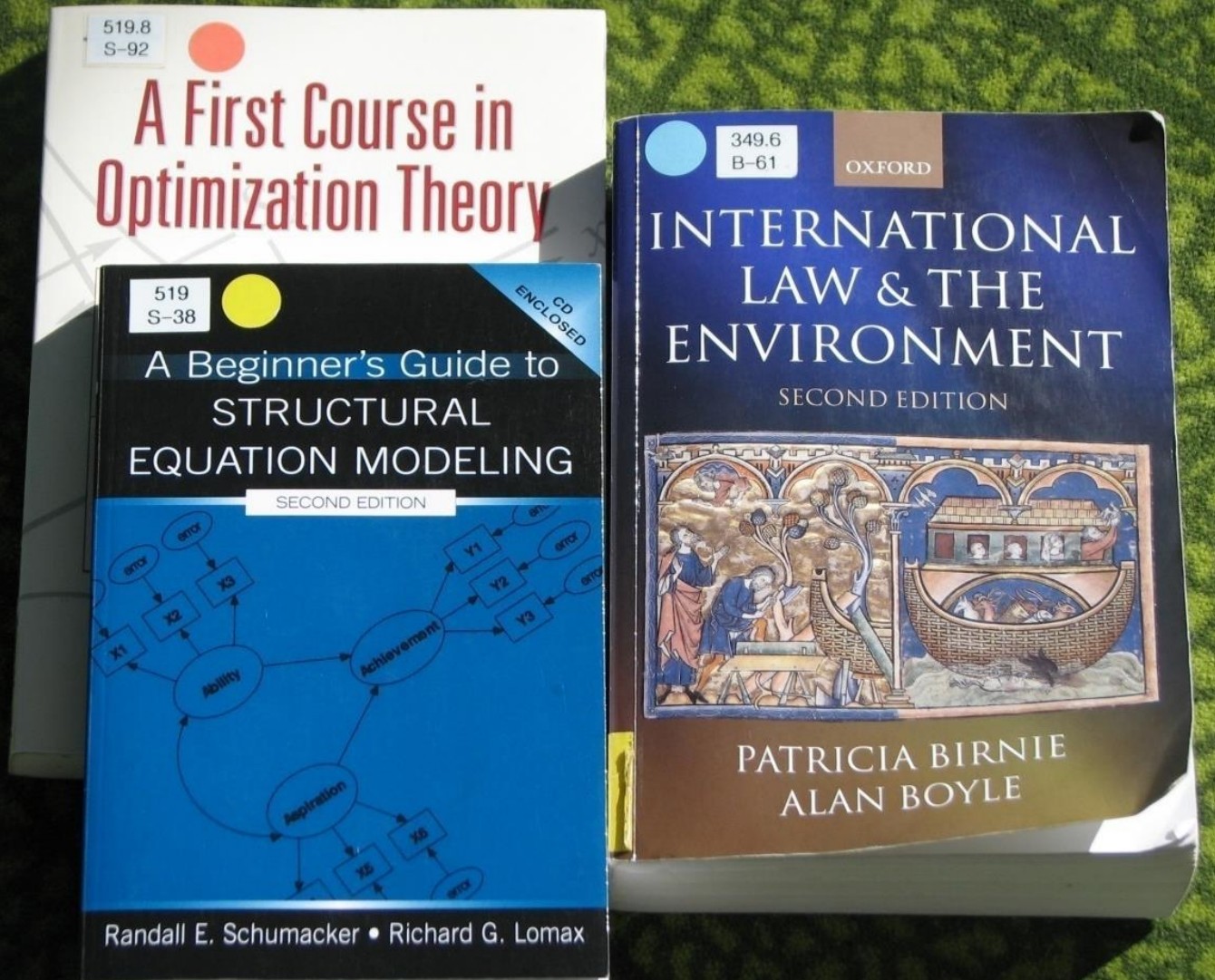
[Report a Problem](#)[Items](#) [Full Record](#) [MARC Display](#) [Additional Information](#)

LOCATION	CALL NUMBER		STATUS
TalTech 3FL Natural Sciences	53/W-19		AVAILABLE
TalTech 3FL Natural Sciences	53/W-19		FOR USE IN LIBRARY
TalTech 3FL Textbooks	53/W-19		AVAILABLE

BORROWING

- any Service Desk
- self-check-out on 2nd and 3rd floor
- open stack
- textbooks
 - students only
- storage
 - call slip
- up to **25** items at any one time
- unlimited due date renewals





LOAN PERIODS

- generally **30 days**
- yellow spot – **14 days**
- blue spot – **7 days**
- red spot & all journals – **in-library** use only
- textbooks on 3rd floor – **90 days**

**To avoid overdue fines,
please return or renew
your books before the
due date!**

LIBRARY COMPUTERS

- **Computer Lab** – 2nd floor
- **Computer workplaces** on every floor
 - logging in:
 - **username and password** – sticker on the computer keyboard
 - **TalTech Uni-ID**
- **Information Kiosks** for quick searches & tasks

GROUP STUDY ROOMS

- 3rd, 4th and 5th floor
- 6 in total
- **reservable online** free of charge



INDIVIDUAL STUDY ROOMS

- 8 rooms on 3rd floor
 - **reservable online** free of charge
- 14 rooms on 4th floor
 - for **walk-ins**
- 4 rooms on 4th floor
 - **pay & get the key**
- 26 rooms in total



Soundproof phone booths on every floor

**TAL
TECH**

TALLINN UNIVERSITY OF TECHNOLOGY



Räägi telefoniga teisi segamata
#vestlevabalt

Make calls without disturbing others
#talkfreely



Hinnad / Prices

A4 ühepoolne / single sided	0,06 €
A4 kahepoolne / double sided	0,114 €
A4 ühepoolne / single sided max. 1000	0,32 €
A3 ühepoolne / single sided	0,12 €
A3 kahepoolne / double sided	0,234 €
A3 ühepoolne / single sided max. 1000	0,64 €
Skann PDF e-posti / Scan PDF to e-mail	0,03 €

Maksmiseks logi sisse www.printcity.ee, kiki 'korrutaja' ja alla printides.
To pay log in to www.printcity.ee, click on 'korrutaja' and purchase a printing ticket.

Print City

Seadme juures / At the Device

- 1. Printeri avamine / Opening the Device**
Tuvastage arvuti kaardiga, mille sidusid Print in City kottisega.
Open the device with the card you have linked to your Print in City account.
- 2. Printimine / Reloading Prints**
 - Printi kiki - kiki said printimiseks valge ja kollasele printimisele.
 - Printi ja kiki - valitud said printimiseks valge ja kollasele printimisele, eraldatud printide.
 - Printi kiki - kõik saidid printimiseks valge ja kollasele printimisele.
 - Printi kiki - valitud saidid printimiseks valge ja kollasele printimisele, eraldatud printide.
- 3. Printimine ja korrutamine / Scan and Copy**
Valige "Print" või "Copy".
- 4. Printimine ja korrutamine / Scanning Prints**
Valige "Print" või "Copy".

Abi / Help

Helistage: Call: 6300 530, e-mail: suhtekorraldus@printcity.ee, Overall Desk: 80

A map of Estonia with several red location pins indicating Print City locations across the country.

PRINTING & COPYING

PRINT IN CITY

- create an account at ee.printincity.com
- add credit via PayPal
- for identification:
 - ID-card
 - Tallinn Public Transport Card
 - PIN code
- **only PDF files**
- choose TalTech as your print point

☐ Accept [Terms of Usage](#)

 Sign up with Facebook account

 Sign up with Google account

 KAART

 MOBIIL ID

 Sign up with HarID account

 Sign up with e-mail address

Already got an account? [Log in](#)

SCANNING & COMPUTER ACCESSORIES

- self-service
 - free of charge
 - on every floor
- borrow computer accessories from the **4th floor**
 - scanner
 - mice, monitors, keyboards, headphones
 - ID-card readers, phone chargers, etc.



USEFUL CONTACTS & INFO

- Information Consultants: 2nd floor desk or email [**info@lib.taltech.ee**](mailto:info@lib.taltech.ee)
- Subject Librarians
 - **consultations**
 - **training sessions** about finding references, citing, using reference managers, etc
 - **drop-in sessions** at 15:00 every Wednesday, room LIB-217





TALLINN UNIVERSITY OF TECHNOLOGY LIBRARY

TALTECH.EE/EN/LIBRARY