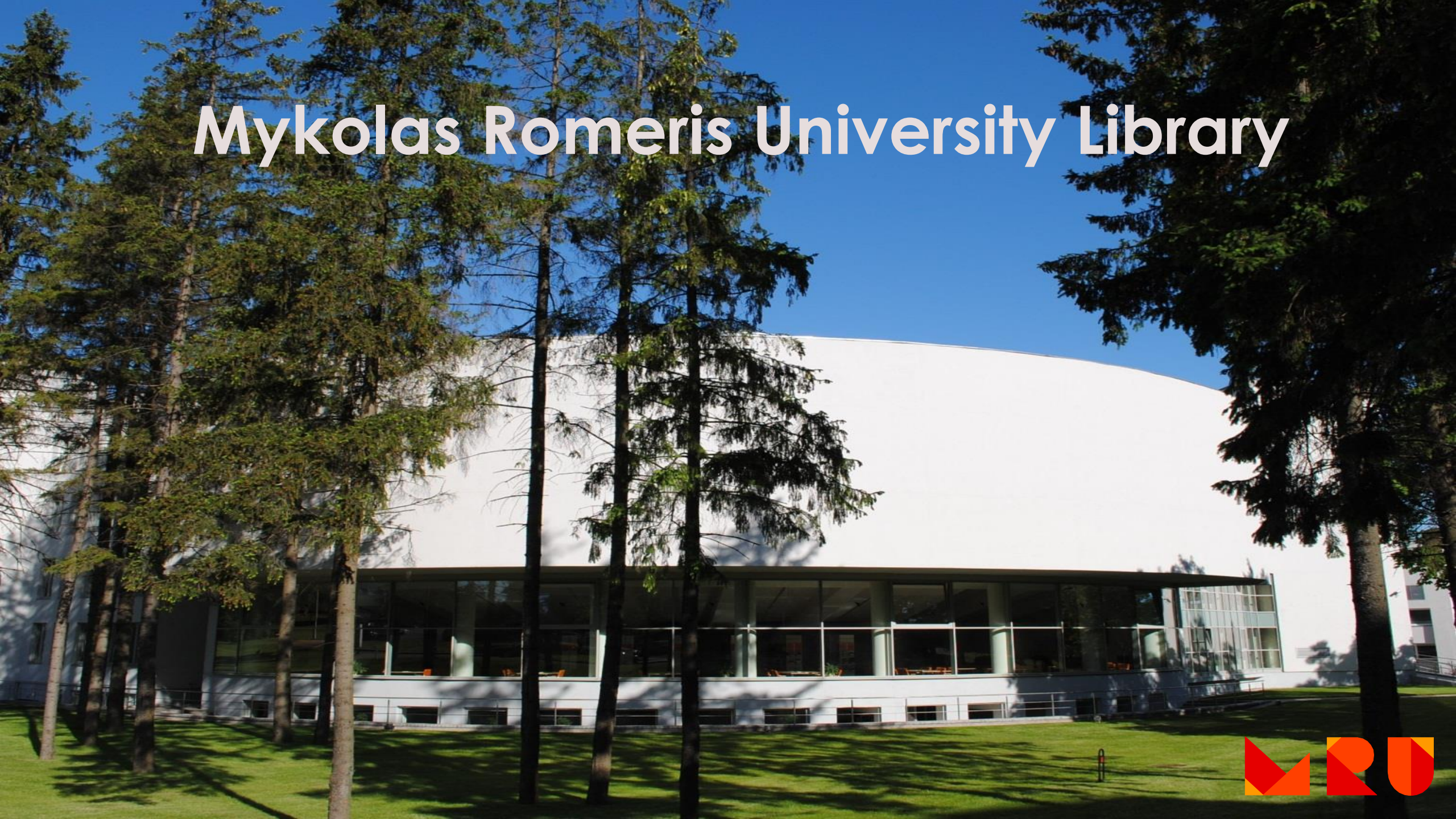# MRU Library for International Students

Albertas Olechnovičius
Senior Librarian
olex@mruni.eu
MRU Library

Vilnius, 2020

Mykolas Romeris University Library

General information

MRU Library

- Central Building Library (Ateities st. 20, Vilnius):

  - *Lending Department*

  - *Grand Reading-Room*

  - *Longish Reading-Room*

  - *Mini Reading-Room*

  - *Group Study Reading-Rooms*

  - *Leisure zones*

  - *Computerised working places*

- Ist Building Library (Valakupių st. 5, Vilnius)

- Faculty of Public Security Library (Maironio st. 27, Kaunas)

Library Working Hours

Central Building Library

Monday – Friday: 8:00 a.m. – 1:00 a.m.

Saturday: 9:00 a.m. – 18:00 p.m.

The night hours! The cleaning hours!

Full information about the working hours:
http://www.mruni.eu/en/university/library/darbo_laikas/

We ask you:

- To leave big bags, coats, jackets, etc. at the cloakroom and in the locker-rooms

- To keep silence in the Library and do not disturb the others

- To set your cell phones to silent mode and not to speak in the Reading-rooms

- Not to carry food and drinks to the Library in open capacity

Library in numbers

- Library area - ~3 000 m²
- Holdings (all items) - ~235 000
- Holdings (titles) - ~65 000
- Reading rooms - 10
- Working places – ~400

MRU

Equipment

"Bored at work" by John McStravick is licensed under CC BY 2.0

- Computerized working places – 111
- Book-drop (to return books)
- Self check-in machines (to borrow/return books)
- Interactive boards
- Wi-Fi
- Printers
- Copiers
- Scanners

Logging in to the Library computers

If you want to log in to Mykolas Romeris university computers, you must have your **MRU e-mail** activated!

Login name: *MRU e-mail login name*

Password: *MRU e-mail password*

Domain: *STUD*

Wi-Fi

MRU

Login name: *MRU e-mail login name*

Password: *MRU e-mail password*

Domain: *STUDENT*

Eduroam

Login name: *MRU e-mail* (full)

Password: *MRU e-mail password*

Domain: *STUDENT*

Printing, copying, scanning

- Students print, copy, scan by themselves using multifunctional machines. Color/non-color printing and copying

- Paid service. Buy a 1 €, 2 € or 5 € value voucher from FoxBox terminal. The code will be sent by SMS or e-mail and also will be on the receipt. Login to device and supplement your account by using the code.

- Printing is available from the Library's computers, USB (only PDF), by sending an e-mail with an attachment to print@mruni.eu, from the printing account https://print.mruni.eu
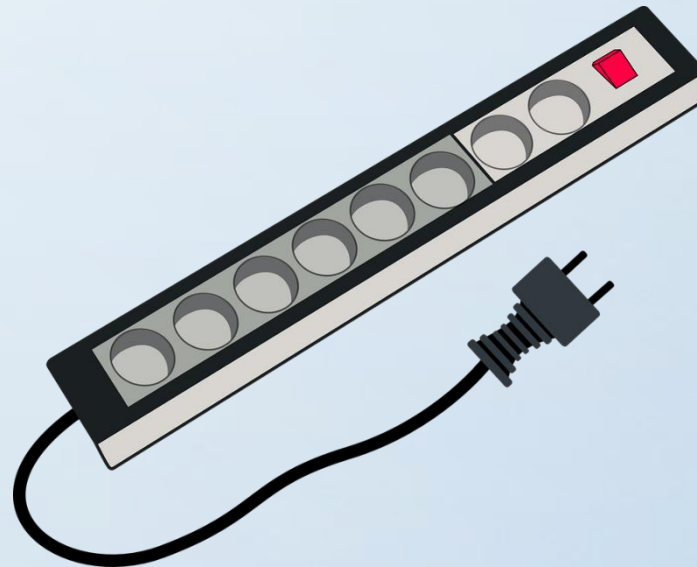
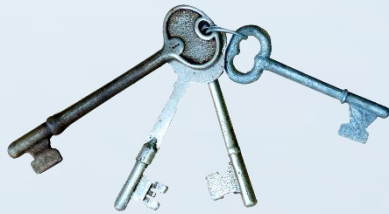*See the detailed instructions at the Library or on the website*

You can

Borrow an extension to charge your notebook:

1. Go to the lobby of the Library
2. Show your student ID and ask for the extension
3. Don't forget to return the extension

We have BUREAU of FINDINGS

Your left things are kept in the lobby of the Library

MRU

Resources and Services

Library's acquisitions are based on the main University research and study areas

Humanities: Philosophy, Philology, History, Information and Communication

Social Sciences: Law, Political Sciences, Management and Public Administration, Economics, Psychology, Education Studies

Physical Sciences: Mathematics, Statistics, Informatics

Biomedical Sciences: Health Care, Ecology and Environmental Science

Resources

Printed resources:
The collection of the library amounts to 235 000 items (books, periodicals, dissertations and other)

E- resources:
- CD, DVD collection
- E-journals – ~35 000 (in databases)
- E-books – ~180 000 (in databases)
- Databases – 43

Services

- ✓ Information services
- ✓ Borrowing items
- ✓ Online ordering, renewal, reservation
- ✓ Extended working hours
- ✓ Training and consultation
- ✓ Reservation of Group study rooms
- ✓ Wi-Fi
- ✓ Remote access to subscribed electronic databases
- ✓ Printing, copying, scanning
- ✓ Interlibrary loan
- ✓ etc.

The complete list of services:
https://www.mruni.eu/en/university/library/services/

Services of Subject Librarians

✓ Information search strategy
✓ Reference list (paid service)
✓ Training (could be held
  by students' or lecturer's request)
✓ Individual consultation – the best alternative
✓ Remote consultation using Skype:

  Skype name: mrubiblioskype

Albertas Olechnovičius
Ateities st. 20 | C I-037
Tel.: (+370 5) 2714 726
E-mail: olex@mruni.eu
Linked in

Faculty of Economics
and Business

Mykolas Romeris Law School

Dalia Mikėnė
Ateities st. 20 | C I-037
Tel.: (+370 5) 2714 726
E-mail: d.mikene@mruni.eu

Institute of
Communication

Institute of Education
Science and Social Work

Institute of Psychology

Loreta Šetbarė
Ateities st. 20 | C I-037
Tel.: (+ 370 5) 2714 726
E-mail: loreta@mruni.eu

Faculty of Public
Governance

Institute of Humanities

Find your subject librarian here:
http://www.mruni.eu/en/university/library/subject_information/

Electronic catalogue ALEPH
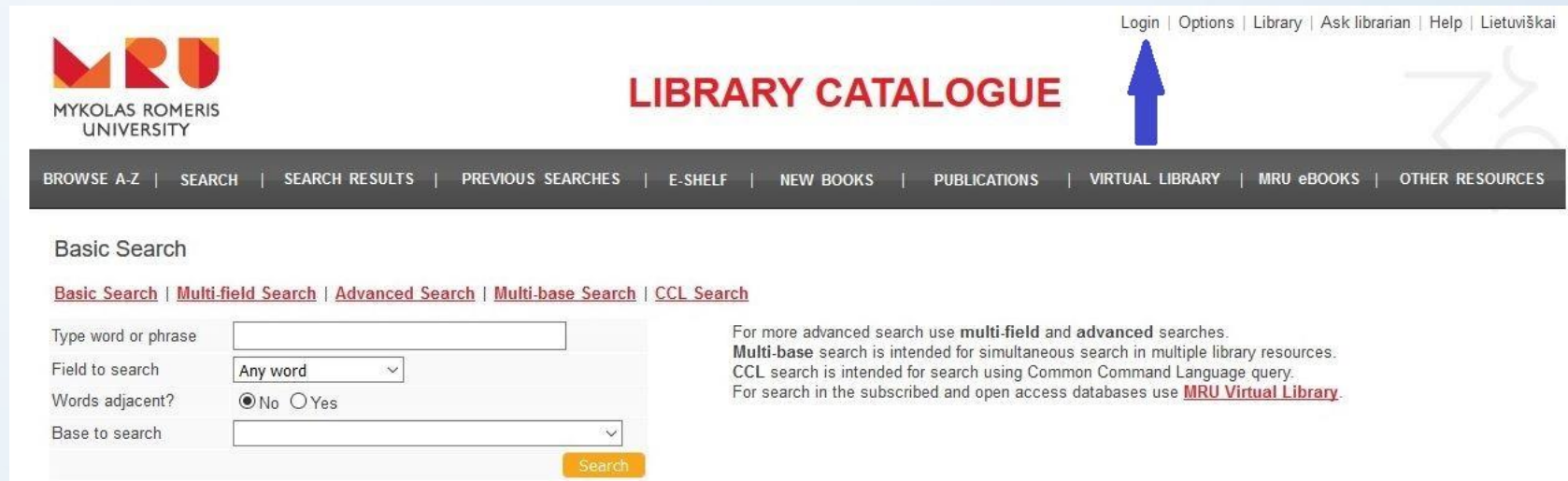
Electronic catalogue ALEPH: searching

1. Search for the Library materials by *Any word*, *Title* or *Author*
2. Look for the location of the materials
3. Write down call No.
4. Find materials on the shelves

Electronic catalogue ALEPH: Logging in

See your personal information: loans, loan history, cash transactions, Library's messages. You can log in to the system.

How to log in:

Username: ***MRU e-mail login name***

Password: ***MRU e-mail password***

You are: ***student***

Don't forget to log out!

Remember!

Books could be taken home only from the Lending department and Repository.
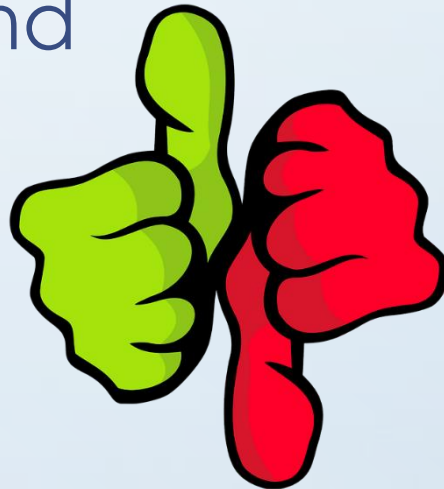
Don't take books home from the Reading-rooms.

Those books can only be used in the area of the Library.

Fee for the overdue books

- Fines for overdue books are started to calculate from the next day, when the returning term of the book has expired:
  - ➢if the book is checked out until the end of the semester, the fine is 0,05 EUR for each working day that the book is overdue
  - ➢if the book is checked out shorter than the semester, the fine is 0,10 EUR for each working day that the book is overdue

- The fee counting ends only when the book is returned. In order to avoid misunderstandings, please pay the fine and bring the receipt to the Library at the Information Desk

- If the fee for the overdue books reaches the amount of 9,90 EUR, further borrowing of books is blocked

- Information about the books taken from the Library and fees is at http://mru.library.lt by logging in to the system

Studies environment "My studies"

Studies environment "My studies"

➢ See your personal and studies data

➢ See your studies results

➢ Get the announcements

➢ Get information on fees for dormitory

➢ Reach study materials

➢ Use MRU e-mail

➢ Change password
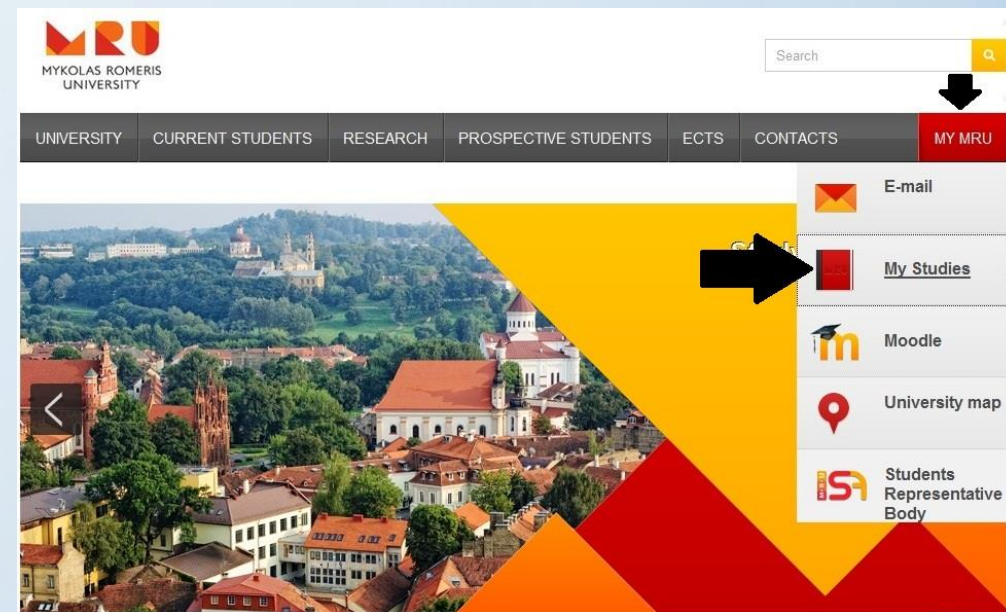
Primename, kad pagal studijų tvarkos 92 punktą "Studijų dalykų studijų rezultatams vertinti universitete taikoma kaupiamojo balo sistema". Ši norma yra imperatyvi, reiškianti, kad kaupiamasis balas yra privalomas. Taip pat rekomenduojame pasiskaityti studijų rezultatų vertinimo tvarkos 10 punktą.

Stipendijos į Vokietijos Bundestagą!

- The Study guise
- Mokipay
- Personal Data
- Studies Data
- Results of Studies
- Announcements
- Fees
- Academic Studies Calendar
- Study Calendar by Faculty
- Study Calendar
- Student Organizations
- Disconnect

RESULTS OF STUDIES

0 COURSE 1 SEMESTER   **SEMESTER AVERAGE: 8.00**

Name of Subject	Evaluation Form	Credits	Type of Subject	Exam Date	Evaluation	Cumulative Score
Urban Sustainable Development and Climate Change	Examination	6	Mandatory	2014.01.06	FILL OUT THE QUESTIONNAIRE	
EU Institutions and Administration	Examination	6	Mandatory	2014.01.09	FILL OUT THE QUESTIONNAIRE	
Interest Representation and Lobbying in the European Union	Examination	6	Mandatory	2014.01.06	FILL OUT THE QUESTIONNAIRE	
Introduction to European Integration	Examination	6	Mandatory	2014.01.15	FILL OUT THE QUESTIONNAIRE	
Business English	Examination	6	Mandatory	2014.01.03	FILL OUT THE QUESTIONNAIRE	

BPD PROJEKTĄ REMIA LIETUVOS RESPUBLIKA
BENDRASIS PROGRAMAVIMO DOKUMENTAS

PROJEKTĄ IŠ DALIES FINANSUOJA EUROPOS SĄJUNGA

MYKOLAS ROMERIS UNIVERSITY

Klausimynas apie studijų dalyko dėstymo kokybę anglų kalba atvykstantiems Erasmus ir kitų judumo programų studentams

COURSE EVALUATION QUESTIONNAIRE

We would highly appreciate your feedback on the content and format of the course you took during your studies at MRU. Please take a brief moment to respond to this questionnaire, your feedback will help us assess and improve the quality of our course. Your responses will be totally anonymous.

Lecturer's name: [▾]
Course title: [EU Institutions and Administration ▾]

1. The lecturer managed to interest in his/her subject and present the material clearly
- ○ yes
- ○ sometimes
- ○ no

2. Was the lecturer late for his/her lectures?
- ○ yes
- ○ sometimes
- ○ no

3. The lecturer was present in all the lectures or he/she would warn in advance if the lecture/s was/were cancelled
- ○ yes
- ○ sometimes
- ○ no

4. The lecturer was always well prepared for lectures
- ○ yes
- ○ sometimes
- ○ no

5. The lecturer provided the students with lecture material and other handouts
- ○ yes
- ○ sometimes
- ○ no

Primename, kad pagal studijų tvarkos 92 punktą "Studijų dalykų studijų rezultatams vertinti universitete taikoma kaupiamojo balo sistema". Ši norma yra imperatyvi, reiškianti, kad kaupiamasis balas yra privalomas. Taip pat rekomenduojame pasiskaityti studijų rezultatų vertinimo tvarkos 10 punktą.

Stipendijos į Vokietijos Bundestagą!

- The Study guise
- Mokipay
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QUESTIONNAIRE REGARDING COURSE LECTURE QUALITY

Available Options:

1. FILL OUT THE QUESTIONNAIRE

BPD PROJEKTĄ REMIA LIETUVOS RESPUBLIKA
BENDRASIS PROGRAMAVIMO DOKUMENTAS

PROJEKTĄ IŠ DALIES FINANSUOJA EUROPOS SĄJUNGA

MYKOLAS ROMERIS UNIVERSITY

Klausimynas apie studijų proceso organizavimo kokybę anglų kalba atvykstantiems Erasmus ir kitų judumo programų studentams

QUESTIONNAIRE

Dear ERASMUS/EXCHANGE Student,

In order to improve the quality and effectiveness of ERASMUS studies at Mykolas Romeris University (hereinafter referred to as "MRU"), we kindly ask you to fill in this questionnaire.

We look forward to your complete and candid responses. Your answers will be kept strictly confidential.

Thank you for your help improving ERASMUS/Exchange studies at MRU!

1. Sex:
- ○ Male
- ◉ Female

2. Faculty: [Faculty of Economics and Finance Management ▾]

3. Please tick the main reasons (up to 3) for participating in ERASMUS program?
- ☐ Improvement of academic knowledge
- ☐ Gaining new experience
- ☐ Getting to know new culture and traditions
- ☐ Gaining professional experience at international level
- ☐ Living in a foreign country
- ☐ Increasing your employment chances
- ☐ Having a good time
- ☐ Being independent
- ☐ Traveling
- ☐ Improving your knowledge of the English language in the professional area
- ☐ Learning the basics of the Lithuanian language
- ☐ Other (please specify): [_____]

4. How did you find out about ERASMUS studies at MRU?
- ☐ You read a note or saw a MRU poster on a notice board at your university
- ☐ You were informed either by your home university's or visiting ERASMUS professors from MRU during their classes
- ☐ You learnt it from your fellow students
- ☐ You read an advertisement published either on home university's or MRU website
- ☐ You were personally informed by a representative of International Relations Office
- ☐ Other (please specify): [_____]

5. Please tick the main reasons (up to 3) for choosing MRU for your ERASMUS studies:
- ☐ Recommendations heard from the students who had formerly studied at MRU
- ☐ Interest in the culture and history of Eastern European countries

MRU e-mail activation

Why do I have to activate MRU e-mail?

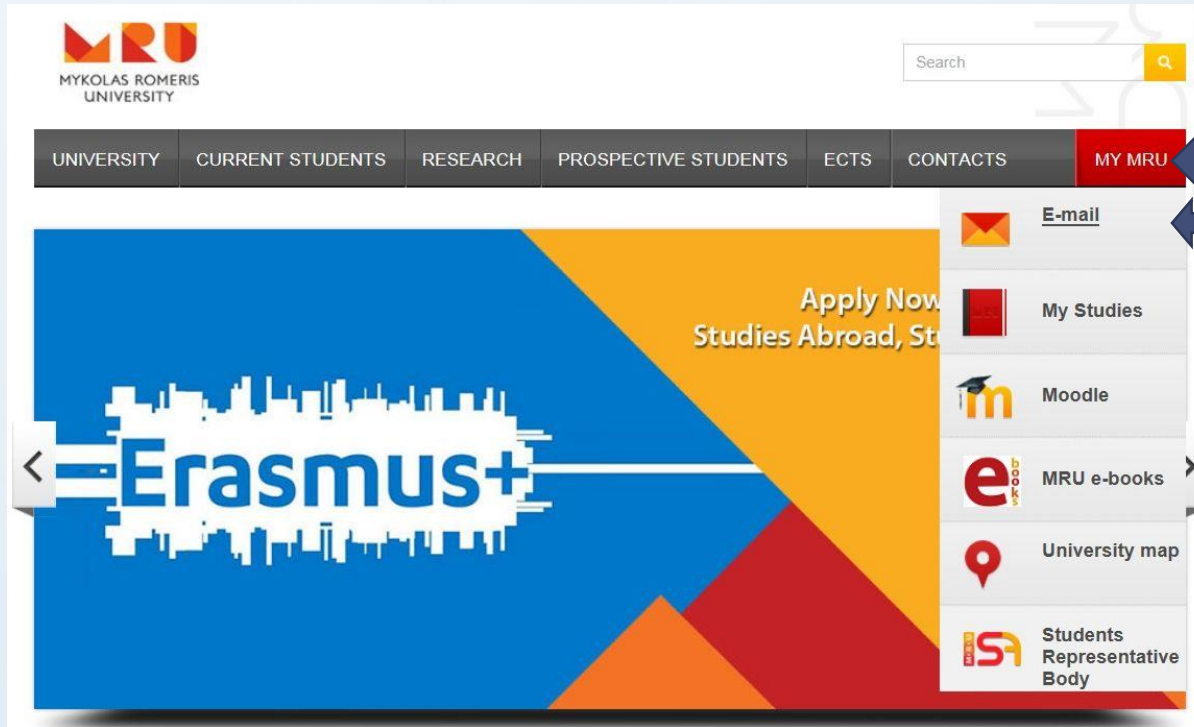It is required to check, access, connect, log in and see:

1. MRU e-mail

2. "My Studies" (study results, study materials, fees for dormitories, etc.)

3. Moodle (virtual studies environment)

4. Wi-Fi

5. MRU stationary computers

6. Library's electronic catalogue account

How to activate MRU e-mail?

1. www.mruni.eu

2. Change language to EN

3.

4. Fill in the registration form

Filling in the registration form

ERASMUS students

- Name

- Last name

- Check that you are a foreigner

- Date of birth (example: 1995-01-01)

- Matriculation number (example: SE1234567)

Degree students

- Name

- Last name

- Check that you are a foreigner

- Date of birth (example: 1995-01-01)

Filling in the registration form

- Password security data:

  - type your alternative e-mail address

  - choose a security question

  - type an answer to the security question

- Create a password (password must be at least 8 characters long and must contain uppercase, lowercase letters and numbers – example: **ABCdef10**)

Your login name is generated automatically – don't forget to write it down!
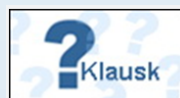
Contact us

Skype:
mru.biblioteka
mrubiblioskype

Facebook

Instagram

Twitter

Klausk **Query form**

MRU

Questions?

[Virtual tour](#)