English (Library)

1. Loan
   • 1.1. General loan conditions
     • 1.1.1. Can I borrow books if I am not a member of this University?
     • 1.1.2. Do users with functional diversity have longer loan times?
     • 1.1.3. How many books can I check out and for how long?
     • 1.1.4. How can I know which books I have borrowed and until when?
     • 1.1.5. Why are you asking me for a book I have already returned?
     • 1.1.6. How can I know which books I have borrowed on a particular date?
     • 1.1.7. Can I borrow books from any UPV library?
     • 1.1.9. Do the Departments have any type of special loan?
   • 1.2. Renewal
     • 1.2.1. How do I renew my books?
   • 1.3. Hold request
     • 1.3.1. Can I reserve books, journals and films?
   • 1.4. Replacing lost books
     • 1.4.1. What should I do if I have lost a book I borrowed?
   • 1.5. Blocks and fines
     • 1.5.1. What happens if I return a book late?
   • 1.6. Laptop loan
     • 1.6.1. Which libraries lend laptops and for how long?
     • 1.6.2. How long can I borrow a laptop for?
     • 1.6.3. Which laptops can be borrowed from UPV Libraries?
     • 1.6.4. Which programmes are installed on the laptops?
     • 1.6.5. How can I search for laptops in the catalogue?
     • 1.6.6. How can I use Polilabs on laptops?
     • 1.6.7. How do I connect to laptops?
     • 1.6.8. What should I do if I lose or damage a Library laptop?
   • 1.7. Loan between Valencian universities
     • 1.7.1. Can I borrow books from other Valencian universities?
   • 1.8. Interlibrary loan
     • 1.8.1. How can I get a book or article that is not in UPV libraries?

2. Bibliographic searches and Polibuscador
   • 2.1. Polibuscador and My Library
     • 2.1.1. What is Polibuscador?
     • 2.1.2. What is My Library?
   • 2.2. Books and films
     • 2.2.1. How do I find my books and journals?
     • 2.2.2. Can I access books of other UPV Departments, Services or Institutes?
     • 2.2.3. How can I search for UPV publications?
   • 2.3. Journals
     • 2.3.1. How can I find a journal in Polibuscador?
     • 2.3.2. Can I borrow journals?
     • 2.3.3. How can I know a journal’s impact factor?
     • 2.3.4. Where can I check the impact index for Scopus journals?
   • 2.4. Databases
     • 2.4.1. Do I need a username/password to access an electronic resource?
     • 2.4.2. Can I access all articles that I find in databases?
     • 2.4.3. If I am already logged in, why am I asked for a password when trying to access an article or a database?
     • 2.4.4. How can I enable the “full text access” option in Google Scholar off-campus?
   • 2.5. E-books
     • 2.5.1. Does UPV Library have e-books?
     • 2.5.2. Are there any restrictions on the use of e-books?
     • 2.5.3. Can I download eBooks to my mobile device (ebook, ereader, tablet, smartphone)?
     • 2.5.4. How does e-book lending work?
   • 2.6. UNE standards
     • 2.6.1. How can I access the UNE standards?
     • 2.6.2. Why do I get the “Your session has expired” message when I access AENORmás via VPN?
   • 2.7. Theses and dissertations
     • 2.7.1. How can I search for bachelor and master dissertations?
     • 2.7.2. How can I find theses at UPV?
   • 2.8. Subject searching
     • 2.8.1. How to find information and bibliography for class works, theses, dissertations and publications?
   • 2.9. Connecting from outside UPV
     • 2.9.1. Can I access databases and other electronic resources from outside UPV?

3. Libraries and access
   • 3.1. Access to the libraries
     • 3.1.1. Can I still use the library after I finish my studies?
     • 3.1.2. What facilities are available for users with functional diversity?
3.1.3. Can I access the Library if I am not a member of the university?

3.3. University card
- 3.3.1. Can I still use the library after I finish my studies?
- 3.3.2. Can I use a partner's card in the Library?

3.4. Wifi
- 3.4.1. Can I connect to WIFI from UPV Libraries?

3.5. Printers and computers
- 3.5.1. Can I print in the Library?
- 3.5.1. Which programmes are installed on computers in UPV Libraries?
- 3.5.3. Can I scan documents in UPV Libraries?

4. Training and support
- 4.1. Training sessions
  - 4.1.1. How can I learn to search for information or make the bibliography?
  - 4.1.2. How can I request a training session about the Library?
- 4.2. Book a librarian
  - 4.2.1. Need help finding information?
- 4.3. Library chat
  - 4.3.1. Can I contact online with UPV libraries?
- 4.4. Library guides
  - 4.4.1. Where can I find guides, tutorials and video tutorials?

5. Acquisitions and donations
- 5.1. Purchase suggestion
  - 5.1.1. Can I recommend the acquisition of a book or film?
  - 5.1.2. How can I know the status of my purchase requests?
- 5.2. Donations
  - 5.2.1. I have some books that I no longer need, can I donate them to the Library?

6. Copyright and Intellectual Property
- 6.1. Copyright, PoliformaT and scientific portals
  - 6.1.1. What is copyright?
  - 6.1.2. Limits or exceptions to copyright
  - 6.1.4. As an author, can I share my articles on scientific portals such as Researchgate or Academia?
  - 6.1.5. As an author, can I share my articles in RiuNet?
- 6.2. Preventing plagiarism
  - 6.2.1. What is plagiarism?
  - 6.2.2. How to avoid plagiarism?
- 6.3. Creative Commons Licences
  - 6.3.1. Creative Commons Licences
- 6.4. Permitted uses of copyrighted works
  - 6.4.1. When can I use other people's material in my own work?
- 6.5. Thesis by published works
  - 6.5.1. Permission for incorporation in a thesis by published works
  - 6.6. Publishing new works based on previous ones: publication of doctoral theses
  - 6.6.1. Can I publish my doctoral thesis as a new work?
- 6.7. UPV regulations and policy on publication
  - 6.7.1. UPV regulations and policies on publishing scientific results, best research practices
- 6.8. Copyright in own works
  - 6.8.1. What rights do I have as the author of a work, thesis, academic work, articles?

7. Support for research
- 7.1. Registering congresses and journals in Senia
  - 7.1.1. How to apply to register congresses and journals in Senia
- 7.2. Funding agencies and open access
  - 7.2.1. What are the Horizon Europe requirements for open access?
  - 7.2.2. What are the Horizon 2020 requirements for open access?
  - 7.2.3. What are the requirements of Plan S for open access?
  - 7.2.4. What are the requirements of the State Plan regarding open access?
  - 7.2.5. What are the open access requirements of the Programme for the Promotion of R&D&I in Comunitat Valenciana?
  - 7.2.6. What do I have to do to meet my funders' open access requirements?
- 7.3. Accreditations and six-year periods
  - 7.3.1. How do I know if a journal is indexed in databases?
  - 7.3.3. How to know the Impact factor of a journal the quartile and the edition (SCIE or SSCI)?
- 7.4. Scientific signature, ORCID and other scientific identifiers
  - 7.4.1. How should I sign my publications?
  - 7.4.2. What is ORCID?
  - 7.4.3. Feeding your ORCID profile with your publications. Can I move my publications from ORCID to ResearcherID, ScopusID, Google Scholar Citations or Mendeley and vice versa?
  - 7.4.4. Can I move my publications from Senia to ORCID, ResearcherID or ScopusID and vice versa?
7.4.5. Can I move my publications from ResearcherID to ScopusID and vice versa?

7.5. Mendeley and other reference managers
- 7.5.1. What are reference managers and how can I access?
- 7.5.2. Which bibliographic reference manager to use?
- 7.5.3. What is Mendeley?
- 7.5.4. How to register in Mendeley?

7.6. Publication strategies
- 7.6.1. What articles can the UPV finance for open-access publication, within the framework of the transformative agreements?
- 7.6.10. How to cite papers?
- 7.6.11. What is the DOI?
- 7.6.2. What are the UPV’s requirements for financing the open-access publication of an article, within the framework of transformative agreements?
- 7.6.3. How to request the UPV’s financing for open publication, within the framework of the transformative agreements?
- 7.6.4. How can I know if there is available budget, within the framework of the transformative agreements, for the UPV to fund the open-access publication of an article?
- 7.6.5. Where do I publish an article and how do I choose the journal where to publish?
- 7.6.6. How to avoid predatory publishers?
- 7.6.7. How to write an addendum to a publisher agreement in order to disseminate your work as open access?
- 7.6.8. How much does it cost to publish in open access? What are APCs?
- 7.6.9. What discounts can I get for payments of APCs?

7.7. Management of research data
- 7.7.1. What are the Horizon2020 requirements for managing research data?
- 7.7.10. How is research data cited in a job?
- 7.7.2. Does all the data of a Horizon 2020 project have to be open?
- 7.7.3. What are the State Plan requirements for managing research data?
- 7.7.4. Does all the project data of the last call of the State Plan have to be open?
- 7.7.5. What is a DMP (Data Management Plan)?
- 7.7.6. Where is research data / dataset stored?
- 7.7.7. What licenses are used to share research data?
- 7.7.8. What are the FAIR principles in relation to research data?
- 7.7.9. What storage services does the UPV offer to store the data during the research?

7.8. Scientific journals in PoliPapers
- 7.8.1. What is PoliPapers?
- 7.8.2. What UPV Journals are published in PoliPapers?

8. RiuNet and Open Access
- 8.1. Scientific publications
  - 8.1.1. How can I upload my scientific publications to RiuNet?
  - 8.1.2. Can I disseminate an article or a paper in RiuNet when it has already been published with reserved rights?
  - 8.1.3. What are embargo periods?
  - 8.1.4. Why my article is not in RiuNet?
  - 8.1.5. Can I get a copy of a closed access document in RiuNet?
- 8.2. Academic papers (TFG - bachelor's degree dissertations, TFM - master's degree dissertations)
  - 8.2.1. How can I upload my academic work to RiuNet?
  - 8.2.2. Why my academic work is not in RiuNet?
  - 8.2.3. Why can't I access my academic work despite authorizing it as open access?
  - 8.2.4. Do I lose any copyright when I upload my works to RiuNet?
- 8.3. UPV Theses and dissertations
  - 8.3.1. How can I upload my thesis to RiuNet?
  - 8.3.2. Can I disseminate a thesis in RiuNet if it contains confidential information, or if we want to patent an invention?
  - 8.3.3. Can I disseminate a thesis in RiuNet, if I want to publish it later on?
  - 8.3.4. Can I disseminate in RiuNet a thesis by collection of articles with reserved rights?