



Coffee Lectures

Still trying to get to grips with  
the new ordering system?

A quick refresher on ordering documents

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# Knew knowledge in 15 minutes:

- Get to know the swisscovery user interface
- Find out how to order documents and avoid fees

# New: swisscovery plus



**Swisscovery without CDI** -> “traditional library catalogue” collection of 450 libraries

**Swisscovery** -> search in library collection and Central Discovery Index

Extended content with external data: -> articles, reports, book chapter -> sometimes there will be no access to the fulltext

**Swisscovery plus** -> search in library collection and Central Discovery Index plus the library network in Vaud canton

# New ordering logic with two windows

First / Upper Window:

## On-site loan

->Picking up on site (after ordering – see loan)

-> make a digitization request

-> check the library displayed

Pick up on site, may also be possible in other libraries.

Pickup at the following libraries (at the location of the medium)


REQUEST: **Loan** **Digitization**


[← Back to locations](#)

**ETH-Bibliothek**

Available , Magazin Hauptgebäude ; 836413: ED.3  
(1 copy, 1 available, 0 requests)

Filters: location ▼ volume ▼ year ▼ description ▼ [✕ Clear](#)

 Item in place  
28 Days Loan

 [ETH-Bibliothek](#)

[Pickup at other libraries \(at the location of the medium\) >](#)

# New ordering logic with two windows

Second / Lower Window:

## All couriers


(ETH courier, Swisscovery network)

-> all couriers free of charge for ETH employees and students

-> digitization may be fined

-> check the fees displayed!

### ETH courier and further delivery options




**Request by ETH courier, swisscovery network courier or postal delivery.**

Delivered in 3 working day(s)  
Keep for: 28 days  
Cost: 0.0 CHF  
Pickup location:

ETH Zürich - ETH-Bibliothek

Request

OR



**Digitization**

Delivered in 24 Hours by email  
Cost: 5 CHF  
Digitization limited to 50 pages

Request

# Ordering books

1 BOOK  
**Citizens of no place : an arch**  
Lai, Jimenez  
2012  
Available at ETH Baubibliothek

## First Window / on site loan

- loan and pick up Baubibliothek
- Digitization request for chapter

Pickup at the following libraries (at the location of the medium)

REQUEST: **Loan** Digitization

[Back to locations](#)

**ETH Baubibliothek**  
Available, Freihand ; GN 05  
(1 copy, 1 available, 0 requests)

Filters: location volume year description

Item in place  
14 Days Loan

**ETH Baubibliothek**

## Second Window / courier

- pick up ETH-Bibliothek

**ETH courier and further delivery options**

**Request by ETH courier, swisscovery network courier or postal delivery.**

Delivered in **1 working day(s)**  
Keep for: **14 days**  
Cost: **0.0 CHF**  
Pickup location:

**ETH Zürich - ETH Bibliothek**

**Request**

# Ordering non online articles from ETH Library print journals

JOURNAL  
**Arkiv för geofysik**  
1953-1974

Available at ETH-Bibliothek HDB Magazin Hönggerberg (P 812555) >

## First Window / on site loan

- loan whole journal volume
- Digitization request for article

If not available ask us for interlibrary loan (free of charge)

Or try the second window (fees are possible)

Pickup at the following libraries (at the location of the medium)

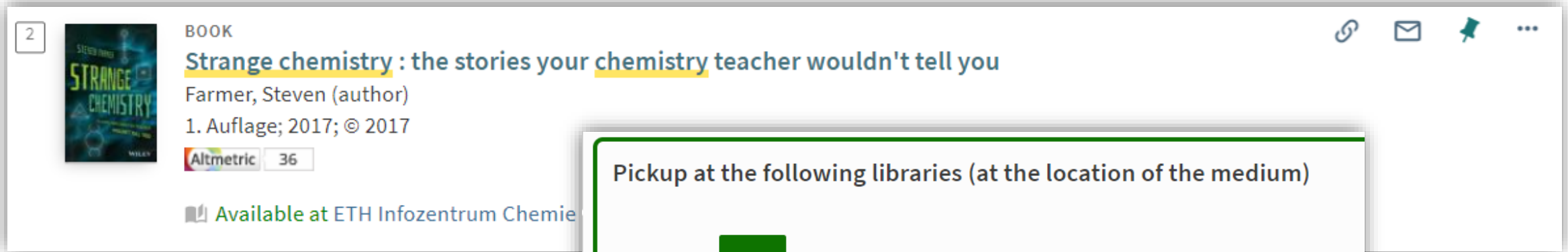
< Back to locations

**ETH-Bibliothek HDB**  
Available , Magazin Hönggerberg ; P 812555  
Holdings: 1(1953) - 5(1974);

Filters: location ▾ volume ▾ year ▾ description ▾ ✕ Clear

|  |  |                      |                              |   |
|--|--|----------------------|------------------------------|---|
|  | Item in place (0 requests) 5 (1966/1974)<br>28 Days Loan | <a href="#">Loan</a> | <a href="#">Digitization</a> | ▾ |
|--|--|----------------------|------------------------------|---|

# Digitization versus interlibrary loan



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BOOK

**Strange chemistry : the stories your chemistry teacher wouldn't tell you**

Farmer, Steven (author)

1. Auflage; 2017; © 2017

Altmetric 36

Available at ETH Infozentrum Chemie

Pickup at the following libraries (at the location of the medium)

REQUEST: **Loan**

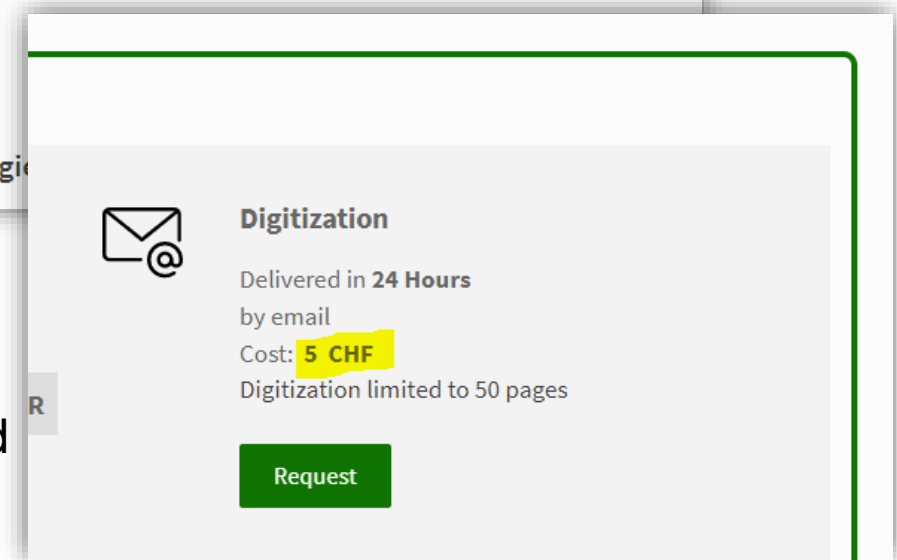
< Back to locations

ETH Infozentrum Chemie Biologie

**First Window / on site loan**  
- No possibility for digitization

**Second Window / courier**

- pick up ETH-Bibliothek or any other ETH Library
- Ordering process to be improved



**Digitization**

Delivered in **24 Hours**  
by email

Cost: **5 CHF**

Digitization limited to 50 pages

**Request**

-> **use INTERLIBRARY LOAN**

- Free of charge for staff of ETH
- By filling in a form:
- <https://library.ethz.ch/en/searching-and-using/borrowing-and-using/order-forms/interlibrary-loans-ordering-copies.html>



# Useful Links

**Registration:** [library.ethz.ch/swisscovery](https://library.ethz.ch/swisscovery)

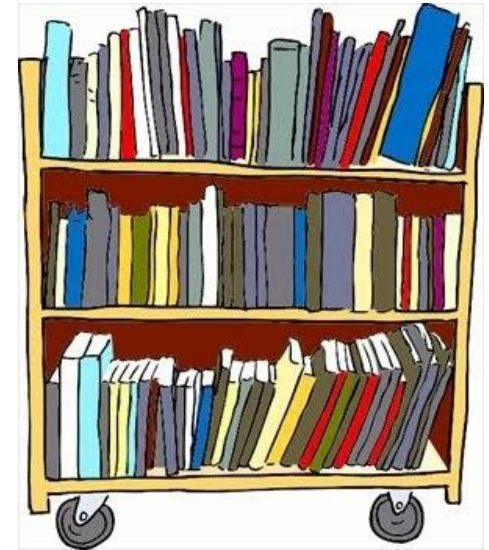
**ETH Library @ swisscovery:** <https://eth.swisscovery.slsp.ch/>

**Interlibrary loan – order forms:**

<https://documentation.library.ethz.ch/display/WWE/Interlibrary+loan>

**Fees:** <https://documentation.library.ethz.ch/display/WWE/Fees+and+conditions+of+use>

**Help:** write us [info@library.ethz.ch](mailto:info@library.ethz.ch) or call us 044 632 21 35





# Thanks for your attention!

Next Coffee Lecture:

Do you manage research data at ETH Zurich?  
Discover the Data Stewardship Network

22 February 2023

[www.library.ethz.ch/coffee-lectures](http://www.library.ethz.ch/coffee-lectures)