

**GUIDE TO THE
UNIVERSITY LIBRARY OF
NEW UNIVERSITY**

UNIVERSITY LIBRARY OF NEW UNIVERSITY

Address: **Mestni trg 23, 1000 Ljubljana**

URL: <https://nova-uni.si/index.php/sl/knjiznica>

E-mail: knjiznica@nova-uni.si

Phone: **01 251 44 85**

Opening hours: **Monday-Friday: 9.00 - 16.00**

The University Library provides library and information services as well as optimum conditions for study and scientific research for New University and its members:

- European Faculty of Law,
- Faculty of Government and European Studies,
- Faculty of Slovene and International Studies.

Becoming a patron at the University Library is simple and free for enrolled students. All that is needed to sign up is a filled out and signed registration form, brought to the library or sent via e-mail. The form is available on the New University web page.



Borrowing and returning materials can also be done in our library branches in Kranj and Nova Gorica. If the books you require are not part of the collection there, we can send the materials from Ljubljana, if you let us know in advance. The transactions take place in the Students' office of the European Faculty of Law or the Faculty of Government and European Studies.

Branch Nova Gorica

Delpinova 18B, 5000 Nova Gorica

Opening hours for the branch library in Nova Gorica are **Monday to Friday** from **8.30 to 15.30**.

Enquire at the Student's office.



Branch Kranj

Žanova 3, 4000 Kranj

Opening hours for the branch library in Kranj are **Monday to Friday** from **8.30 to 12.00**.

Enquire at the Student's office.

In special cases we can send you the materials (up to 3 books at a time) to your home by post. This service is chargeable.

The library has a reading room for our users. Five library computers are available, but you can also bring your own laptop and use our open internet access.



This is the space where we hold **monthly Workshops on how to write a thesis**. The workshops themselves are meant for a smaller group of students and designed more as a conversation. Their purpose is to help students by explaining basic concepts, exposing the most common mistakes, and answering questions that students bring to the class.

We wish to familiarize students with the specificities of writing scientific texts in general and, more specifically, scientific texts in accordance with the [Technical instructions of the New University](#).

If you wish to find out the dates for the Workshops or sign up, contact us by phone or e-mail. The planned dates are also published in the University's journal **eNovice**.

The library strives to provide necessary materials to all our users. To accomplish this we ask users to provide us with **suggestions for purchases**.

If the required material is not part of our collection we advise users on other library collections. Our patrons also have the option of **interlibrary loans**. The latter is charged by current prices, with the price list published on the New University website.



The library performs technical reviews of every student thesis (bachelor, masters or doctoral). This means that when the content is approved by the mentor and the committee, the Students' office forwards the submitted work for review to the library. Here, we check that it includes all the required elements (title pages, indexes, summaries, etc.), that it is correctly cited, with the literature correctly stated, etc. We send feedback and potential corrections back to the author.

Any and all questions can be posed to the library in person, by phone or email. Anyone who would like to know more about the technical reviews is invited to sign up and visit our Workshops.



The University Library provides **remote access to information resources** for all patrons with a user name (student number) and password. A list of information resources is available on the New University's [Information resources](#) website.

Information resources that require a login can only be utilised by members of the University Library who have access information (username and password) and up to date membership. To check both, you can visit the library, call or email us at knjiznica@nova-uni.si.

By logging on you can access several bases from home: Scopus, Sage, EBSCO Military and Government Collection, Academic Search Premier, and Ius-info (a Slovenian site). You can also access Springerlink and e-KURS 2019 if you use the computers in the library. The other two editions of e-KURS are freely available without logging in. Students looking for materials are also encouraged to view the ReVIS repository or the Nacionalni portal odprte znanosti (Slovenian sites but with some foreign language documents).

The same access information applies to the [My COBISS service](#) in the COBISS.si system as well. Here you can **extend the loan period of borrowed books** and **reserve library materials** yourself.

As part of the University Library we also have the New University Press and a small bookstore, where the publications of the former can be purchased. We publish textbooks and scientific publications, both monographs and journals.

All the books, textbooks and study packs on offer are available in the bookstore at the library counter, or you can choose to purchase them from the online bookstore on the New University website.

Should you wish, it is possible to pick up the purchased items at our branches in Kranj or Nova Gorica, with a bit of a delay but at no extra cost.



The journal available in our store is **Dignitas**: revija za človekove pravice = the Slovenian journal of human rights. New and older volumes are available.

Most of our publications are in Slovene, but there are some English titles as well:

- **Challenges of contemporary international law and international relations** : liber amicorum in honour of Ernest Petrič, 2011 (10,00 EUR)
- **Theory of rights** : theory of human rights and fundamental freedoms – behavioral, social and normative approaches, Peter Jambrek, 2014 (20,00 EUR)
- **Nation's transitions** : social and legal issues of Slovenia's transitions : 1945-2015, Peter Jambrek, 2014 (25,00 EUR)
- **The new draft Treaty for the Constitution of the European Union**, Peter Jambrek, 2017 (8,00 eur)

We are very proud of all our publications, do the *Commentary on the Constitution of the Republic of Slovenia* (**Komentar Ustave Republike Slovenije**) deserves a special mention. The last edition was published in 2019 in both paper and e-form. At this time the previous editions (2002 and 2011) were made freely available via the webpage e-kurs.si set up for this occasion.



KOMENTAR USTAVE REPUBLIKE SLOVENIJE

Other content that is being provided by the New University can be found on the **DEUS portal**, available at <http://deus.nova-uni.si/>. It is open freely to all interested parties, do the primary focus is on the students of our University. Web portals, such as e-KURS, Information resources, the eUniversity, e-classroom and everything else that can help you in your studies and work, are gathered in one place.



DEUS

We are also pleased to announce the imminent arrival of the *E-encyclopaedia of the Foundation, Statehood and Justice of Slovenia* (**E-enciklopedije slovenske ustanovitve, državnosti in pravnosti**), that will be completely freely accessible via DEUS to the interested public.



e-enciklopedija
SLOVENSKE OSAMOSVOJITVE, DRŽAVNOSTI IN
USTAVNOSTI



**NOVA
UNIVERZA**

*Univerzitetna knjižnica
in znanstvena založba*