



Erasmus Staff training scheme
23-27.05.2022 r.

Day	Time	Place	Program	Meeting point
Monday 23 May	9.00- 14.00	Poznan University of Technology Library	<ol style="list-style-type: none">1. Welcome to participants<ul style="list-style-type: none">– short presentations of participants' libraries– presentations of the Poznan University of Technology Library2. Coffee break3. PUT Library tour4. Circulation Department<ul style="list-style-type: none">– description of the day-to-day service of users– self-service borrowings– group study rooms– self-check and toddler's area– library collections in closed magazine– self-issue book return	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan
Tuesday 24 May	9.00- 14.00	Poznan University of Technology Library	<ol style="list-style-type: none">1. Science Information Department<ul style="list-style-type: none">– services for PUT's students and employees– e-resources, possibility of using of network services and information resources– doctoral theses– open access– principles of functioning the Scientific Information System, implementation of the CRIS system, current research Information System2. Coffee break3. Communication and Information Technology Department<ul style="list-style-type: none">– short presentation of the Communication and Information Technology Department– systems and network services implemented in the PUT Library– presentation of the Integrated Library System (ILS) implemented in the PUT Library (including RFID components)	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan



Erasmus Staff training scheme
23-27.05.2022 r.

Day	Time	Place	Program	Meeting point
			<ul style="list-style-type: none">– digitization services and digital library– presentation of the PUT Current Research Information System (CRIS) 4. Integration meeting: PUT Sports Centre – bowling	
Wednesday 25 May	9.00- 14.00	Rogalin Kórnik	1. Sightseeing in Palace-Museum in Rogalin and Hendlowska Library 2. Coffee break 3. Sightseeing in Kórnik Castle and Library	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan
Thursday 26 May	9.00- 14.00	PUT + Architecture Library Poznan University of Technology Library	1. Visiting the Poznan University of Technology – Architecture Library 2. Coffee break 3. Collection Development Department <ul style="list-style-type: none">– purchase of books and continuous prints– collectings books and journals– cataloging collections	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan
Friday 27 May	9.00- 14.00	Poznan University of Technology Library	1. Reading Rooms Department <ul style="list-style-type: none">– description of the day-to-day service of users– description of the course of work; acceptance of purchased books and their further processin in collections, standards and doctoral dissertation– services: order a copy and ask librarian– workstation for readers with disabilities chillout room 2. Good-bye lunch	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan