

University Library
Technical University of Munich



More than just a library

Services for TUM Researchers





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TUM University Library

The University Library consists of nine branch libraries in Munich, Garching, Freising and Straubing. All libraries offer convenient study and reading areas. In six of our branch libraries, you can reserve individual study rooms, known as carrels, for undisturbed study and research.

Wireless LAN is accessible to TUM members on campus and in all branch libraries via eduroam (www.it.tum.de/eduroam).

www.ub.tum.de/en/branch-libraries



Branch Library
Chemistry



Branch Library
Mechanical Engineering



Branch Library
Mathematics & Informatics



Branch Library
Medicine



Branch Library
Physics



Branch Library
Sport & Health Sciences



Branch Library
Straubing



Branch Library
Weihenstephan



Branch Library
Main Campus

Get started

The services of the University Library are typically free of charge. This includes borrowing literature, using study spaces, accessing e-books, e-journals, and databases remotely, as well as taking advantage from campus licenses. Your access pass is the TUM PersonalCard.

Register

1. Please have your TUM PersonalCard activated for library use in one of our branch libraries or at the first level hotline.
2. Log in to the Online Catalog (OPAC) and set your own password (max. 12 characters). For the initial login, you will need the library number (barcode number on the back of your TUM PersonalCard) and the default password (your birthday and month in the format DDMM).

www.ub.tum.de/en/library-card

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Ask a librarian!

Need support? Ask our First Level Hotline.

- Phone | +49 89 189 659 220
- E-Mail | information@ub.tum.de
- Chat | go.tum.de/978612

www.ub.tum.de/en/first-level-hotline

Login Details

To access library services, you will need two different login credentials:

Your Library Number

- Order and reserve books in the OPAC
- Check your OPAC account to see what you have borrowed and for how long
- Order books and articles via interlibrary loan
- Request scans of articles and book chapters through dokumentTUM

Your TUM ID

- Gain access to our e-books, e-journals, and databases via eAccess
- Log in to the e-learning platform TUM-Moodle for our e-courses
- Use wireless LAN via eduroam at the branch libraries and on campus
- Log in to desktop computers at the library
- Download Citavi or EndNote for free

www.ub.tum.de/en/logins

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Get to know the library!

Visit one of our after-work library tours at the Branch Library Main Campus.

www.ub.tum.de/en/library-tours



Key Figures

2.2 million library items in total
240,000 e-books
66,000 e-journals
1,500 printed journals
100,000 textbooks
2,700 databases

Media Collection

The University Library holds a large collection of over two million items. We place special emphasis on e-books and e-journals, which you can access 24/7, whether you are on campus, at home or on the move.

Printed journals, newspapers and books are readily available in our branch libraries – for borrowing or on-site studying. Additionally, you can order books to the branch library of your choice via our Online Catalog (OPAC).

www.ub.tum.de/en/borrowing-ordering



E-Books

We have 240,000 e-books available for you. Our entire collection can be found in the OPAC. To check if a title is available as an e-book, simply look for the blue button labeled „Read online.“

Accessing our e-books requires authentication as a TUM member. Please log in via eAccess using your TUM ID.

www.ub.tum.de/en/ebooks

E-Journals

We provide you with over 66,000 scientific journals. You can find the entire collection in the Electronic Journals Library (EZB) or in the OPAC.

To read or download full texts of access-protected papers, please log in via eAccess using your TUM ID.

www.ub.tum.de/en/ejournals

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Beyond the Paywall with eAccess

The majority of our e-media is access-protected. You must authenticate yourself as a TUM member to gain access to full text content free of charge. The easiest way to do this is via eAccess: Log in with your TUM ID, then follow the links to e-books, e-journals, or databases.

www.ub.tum.de/en/eaccess

Search Portals and Databases

The University Library provides over 2,700 databases, search portals, and learning platforms where you can discover scientific papers, statistics, company data, articles from journals, newspapers, conference proceedings, and much more.

- **Web of Science** and **Scopus** rank among the most extensive scientific databases. Here, you will find articles and literature references pertaining to the current state of research.
- **Legal portals, company databases and factual resources** serve as comprehensive sources for corporate and financial information, industry data, country reports, press articles, news content, statistical data and legal information such as legislation or court rulings. Our portfolio includes Nexis, Juris, Beck-online, Statista, Hoppenstedt, WISO, and Business Source Complete.
- The standard portal **Nautos** provides full text access to all current and historical DIN standards, as well as current VDI guidelines and ISO standards.

For access information and an overview of all our databases, please visit:

www.ub.tum.de/en/databases

Borrowing and Ordering

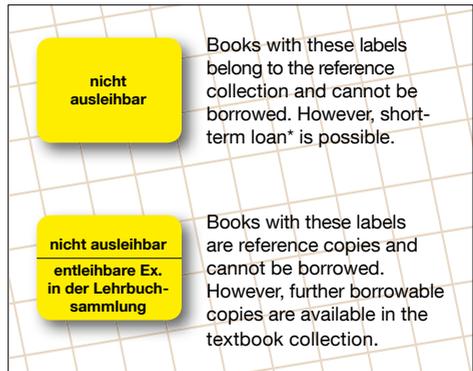
There are several ways to access materials from our library:

Checking out at Branch Libraries

You can borrow and return books within the opening hours at all branch libraries. If books are located in different branch libraries or in our closed-access collection, you can place an order via OPAC. We will deliver them free of charge to the branch library of your choice, where you can pick them up.

Ordered items are typically available for pick-up within 1 to 3 working days and will be on hold for ten days. An exception is the Branch Library Straubing, where ordered books are available after five working days.

www.ub.tum.de/en/loan-services



	Loan Collection	Textbook Collection	Reference Collection
Loan Period	4 weeks	4 weeks	only short-term loan*
Renewals	+ 2 x 4 weeks	+ 5 x 4 weeks	no renewals

* Short term loan: Two hours before library closing until two hours after the opening on the next day.

Online Access

If you wish to access e-journals or e-books, simply log in with your TUM ID via eAccess.

www.ub.tum.de/en/eaccess

In-house Scan Service

If you need papers or articles but cannot visit the library in person, we offer a free scanning service for TUM members. You can order book chapters or articles from our collections via dokumentTUM, which you can find in the OPAC in the „Order“ tab for individual search results.

www.ub.tum.de/en/dokumentum

Interlibrary Loan

You can order books from libraries in other cities through national or international interlibrary loan. This service is available for both printed and selected electronic media.

www.ub.tum.de/en/interlibrary-loan



A world map is shown in a light, semi-transparent style, overlaid with a white hexagonal grid pattern. The grid consists of interconnected lines forming a series of hexagons across the entire page. The map shows the continents of North America, South America, Europe, Africa, and Asia. The background is a light gray color.

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Compact Course on Literature Search for Scientists

In our comprehensive course designed for researchers and doctoral candidates, we guide you in locating relevant specialized databases within your field. You will learn to develop precise search strategies and receive firsthand information how to publish your dissertation at TUM.

www.ub.tum.de/en/course/literature-research-scientists

Fee-Based Document Delivery

The German National Library of Science and Technology (TIB) supplies specialist literature in the subject areas of architecture, chemistry, computer science, mathematics, and physics. After registration in the TIB portal, you can order required literature and have it delivered worldwide (charges apply).

www.ub.tum.de/en/tib-document-delivery

Subito is a fee-based and fast document delivery service from academic libraries in Germany, Austria, Switzerland and China. You can order copies of articles from print journals and books or have books on loan delivered right to your home address. On request, your order can be delivered within 24 hours.

www.ub.tum.de/en/subito

Recommend Literature for Purchase

Haven't found what you were looking for despite our wide range of media? Are the latest conference proceedings not yet in our collection? Are you missing an important reference book on your research area? Then recommend it to us for purchase.

www.ub.tum.de/en/recommendation

As a faculty member, you can also send lists with literature suggestions to the University Library, which we will be happy to purchase if the budget and the library regulations allow. Our subject librarians are there to advise you.

go.tum.de/044192

A close-up, low-angle shot of a microscope's objective lenses, rendered in a monochromatic blue color. The lenses are positioned in the upper right and lower right corners, with some showing numerical markings like '90' and '1.25'. The background is a soft, out-of-focus blue with bokeh light effects.

Research Data Support

From early planning of data management to data publication and archiving – the University Library supports researchers throughout the entire life cycle of research projects.

www.ub.tum.de/en/research-data

TUM Research Data Hub

Our Research Data Services team collaborates with the Munich Data Science Institute (MDSI) to operate the TUM Research Data Hub. It serves as the central point of contact for research data management issues at TUM.

In addition to training and networking events, we provide support throughout the entire data life cycle. Feel free to contact us at: researchdata@tum.de

web.tum.de/en/researchdata

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Course on Research Data Management

The training, Research Data Management Basics, is an introductory course. Learn how to sustainably handle research data and discover available infrastructure support at TUM. We will also explain requirements of third-party funders for RDM and how to implement them.

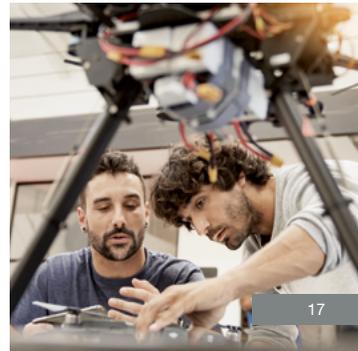
www.ub.tum.de/en/course/research-data-management

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TUM's Guidelines for Handling Research Data

Transparent handling of data is essential for smooth research operations. The goal of sustainable research data management is to document and safeguard research results, while respecting disciplinary standards. The TUM Board of Management has adopted binding guidelines to ensure this.

web.tum.de/en/researchdata/tum-guidelines



Publishing Services

The University Library offers you a wide range of publication options – from electronic publishing through Open Access to high-quality book projects with TUM.University Press. We provide guidance at all stages of the publication process and assist with funding for Open Access publications.

Open Access

Open access stands for unrestricted access to scientific information. Through its Open Access Policy, TUM encourages this form of publication for all TUM researchers. We offer support through funding from the TUM Publishing Fund and publication options on mediaTUM.

Our Open Access team will be happy to support you:
open-access@ub.tum.de

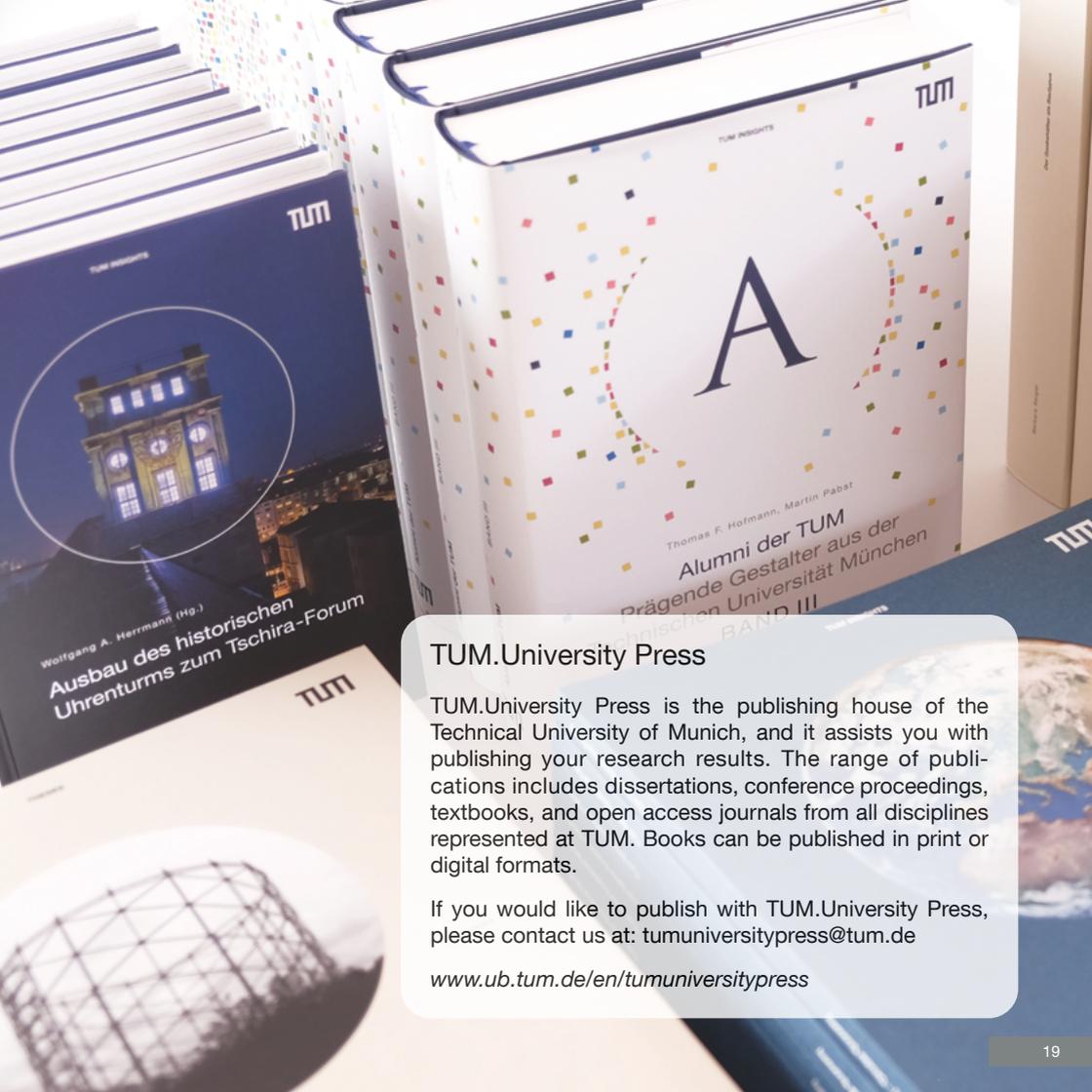
www.ub.tum.de/en/open-access

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Avoiding Predatory Journals and Conferences

Presentations at renowned conferences and publications in recognized journals are the currency of science. Dubious organizers and publishers attempt to exploit this with fraudulent offers. We assist you in identifying the black sheeps of the industry.

www.ub.tum.de/en/predatory-journals-conferences



TUM.University Press

TUM.University Press is the publishing house of the Technical University of Munich, and it assists you with publishing your research results. The range of publications includes dissertations, conference proceedings, textbooks, and open access journals from all disciplines represented at TUM. Books can be published in print or digital formats.

If you would like to publish with TUM.University Press, please contact us at: tumuniversitypress@tum.de

www.ub.tum.de/en/tumuniversitypress

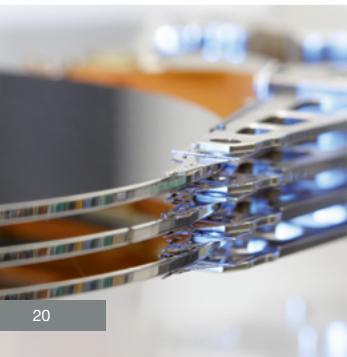


Repository mediaTUM

On mediaTUM, the media and publications repository of TUM, we provide you with the opportunity to publish your thesis, dissertation, or habilitation paper electronically. This service is free of charge for TUM members. You can also utilize the server to archive your articles as open access secondary publications or create image and video collections.

Our mediaTUM team is available to provide guidance:
mediatum@ub.tum.de

mediatum.ub.tum.de



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Course on Publishing

The focus of this course is on open access, authors' rights and the publication process. Find out how to select appropriate journals for your articles, how to navigate submission procedures and peer reviews, and how to publish at TUM.University Press or on mediaTUM.

www.ub.tum.de/en/course/routes-to-publishing

TUM University Bibliography

The university bibliography lists scientific publications by TUM members. It is an essential tool for documenting and increasing the visibility of your academic achievements. Entries are added to mediaTUM, the institutional repository of TUM.

Our service and editorial team will be happy to support you:
hochschulbibliographie@ub.tum.de

www.ub.tum.de/en/university-bibliography

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Publication Lists for Your Website

You can effortlessly import your publications listed on mediaTUM into your institutional website. We are here to assist you with this process.

mediatum.ub.tum.de/631903

Visibility and Research Impact

Quantitative performance measurement is becoming increasingly relevant in the scientific community. We support researchers and university management in handling methods to analyze publication output and research impact.

Bibliometrics and Citation-Based Indicators

Would you want to know how often your scientific publications are cited and how you can impact your h-index? Then take advantage of our free consulting service on bibliometrics and citation-based research evaluation. We assist you in increasing the visibility of your research, strategically planning your scholarly publications, and measuring your research impact using bibliometric methods.

www.ub.tum.de/en/bibliometrics

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Course on Visibility and Research Impact

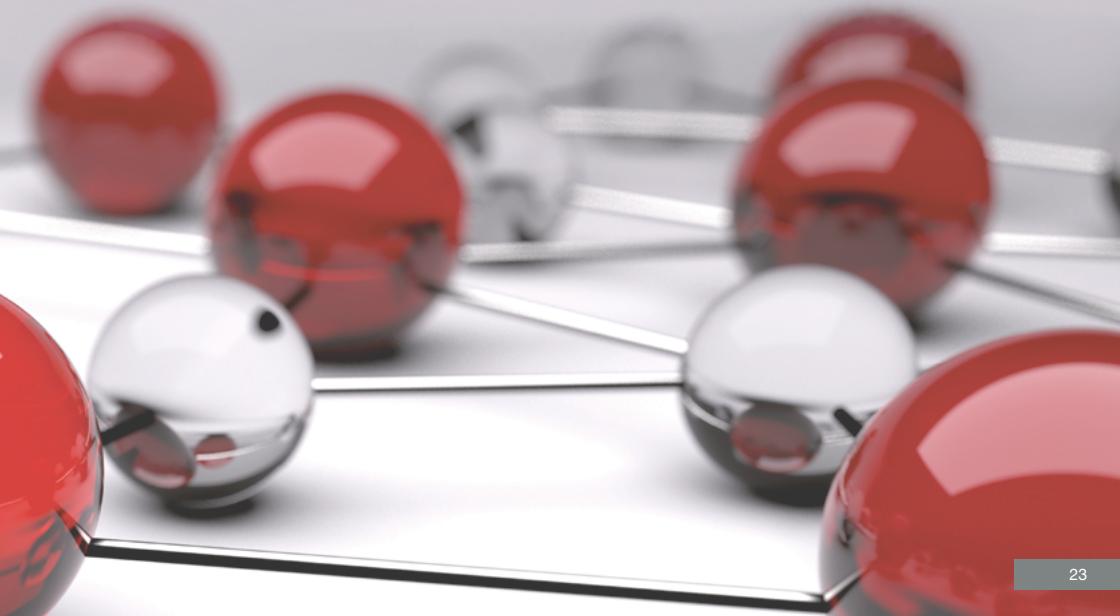
Would you like to learn more about bibliometrics? Our course gives you an overview of key bibliometric indicators. Learn how to improve the visibility of your research through academic identity management and effective publication strategies.

www.ub.tum.de/en/course/bibliometrics

Author Profiles and ORCID

How can you ensure that large literature databases such as Web of Science, Scopus or Google Scholar accurately attribute your scientific publications to you as its author? By utilizing author profiles and persistent identification numbers like ORCID, you can rest assured. We assist you in adjusting your author profile, enhancing the visibility of your publications, and getting your personal ORCID. Schedule an individual consultation appointment with us.

www.ub.tum.de/en/orcid



Affiliation Designation

Key indicators of the university's performance are the publications authored by you as a TUM researcher. They play an essential role in international university rankings. Therefore, it is in TUM's best interest that all publications can be easily identified and correctly attributed.

TUM Publication Guidelines

TUM has defined a binding, standardized affiliation in both German and English in its TUM Publication Guidelines. Please adhere to these guidelines throughout the entire publication process and whenever a university affiliation is required (e.g. at conferences, for presentations, or on grant proposals).

www.ub.tum.de/en/publication-guidelines

Reference Management and Citation

Citavi and EndNote: Free Download and Courses

For your seminar papers or thesis, you will need to conduct extensive literature searches on your topic. Reference management software can help you keep track and create reference lists. We offer free downloads of Citavi and EndNote and provide hands-on tips on how to make the most of these tools in our courses.

Guidelines, Courses, Consultation on Citation Techniques

We also help you to cite correctly. You can find answers to fundamental questions in the TUM Citation Guide. In our „Cite It Right“ course, we will teach you how to avoid unintentional plagiarism. Additionally, we offer individual guidance in our one-on-one consultation sessions.

www.ub.tum.de/en/citing

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Good Scientific Practice

The basic principles of scientific work require that you document findings and respect the value and integrity of others' contributions. At the TUM Graduate School and the University Library, we support you with courses and consulting services on the correct handling of data, citation rules, open access and publishing standards.

www.gs.tum.de/en/doctoral-candidates/good-scientific-practice

Teaching Support

The University Library supports your teaching activities by providing learning materials, customized formats, and embedded courses to teach information literacy to your students.



Tailored Courses

We support TUM lecturers in their teaching – tailored to their needs. Upon request, we can visit your courses to instruct students on literature searching, reference management, online media usage and correct citation.

Please don't hesitate to explore the various possibilities for collaboration with us during our designated consultation sessions for lectures.

www.ub.tum.de/en/consultation-lecturers



Course Reserves

For TUM lectures, we provide a course reserve set-up service. We assemble books, scripts, and learning materials that you recommend to students for course preparation and follow-up. These materials are placed on specially marked shelves in our branch libraries or made available digitally on Moodle.

www.ub.tum.de/en/course-reserves

Textbook Recommendations

Students can find essential study literature in our textbook collections to ensure we have an adequate number of relevant books available, we kindly ask for your assistance. Please recommend books that you use in your courses. Your recommendations help us expand the textbook selection in accordance with demand.

www.ub.tum.de/en/textbook-recommendation

Get started!

Unlock our services
for researchers



Contact

Technical University of Munich
University Library
Arcisstrasse 21
80333 Munich

First Level Hotline

Phone | +49 89 189 659 220
Email | information@ub.tum.de
Chat | go.tum.de/978612
www.ub.tum.de/first-level-hotline

