



# Adjustments in the University of Maribor Library during and after quarantine

MEETING THE MEMBERS' DEMANDS

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# How it all started



**March 13:** instruction to close all educational institutions, libraries, ...



**March 16:** working from home (for some)



**„It's only closed for 14 days.“**

# How we adjusted



Help with accessing e-sources



Subject specialists



No due dates



Available for information **24/7**



14 days go by –  
**„It's only closed for another 14 days“**

As days went  
by ...

- ▶ Remote lectures continue
- ▶ Student dorms closed
- ▶ Municipality borders closed
- ▶ Students need books/articles
- ▶ More and more questions on how to get access to materials
- ▶ Users not allowed inside libraries
- ▶ Now what?

# Lending via post

- ▶ Plan for postal lending
- ▶ Setting postage prices
- ▶ Using MS apps (online order form in MS Forms, MS Sharepoint group, MS Power Automate to connect the two + sending order forms to e-mail)
- ▶ Getting approval from the University of Maribor senate
- ▶ Preparing instructions for co-workers



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Processing order forms

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90 order forms in 2 days

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In 2 months time –  
259 orders/652 items

# biblos

. . . Beletrina

## Kategorije

- Novosti
- Biografije in spomini (276)
- Fantazijski in ZF romani (115)
- Kriminalke in trilerji (145)
- Ljubezenski romani (263)
- Romani - drugo (1039)
- Zgodovinski, vojni, pustolovski romani (161)
- Kratke zgodbe in esejistika (441)



## Biblos priporočča



# Public libraries' service for all

# Copies of articles from the UML materials

- ▶ Plan for article preparation
- ▶ Copyright law study
- ▶ Setting prices, debating with all departments
- ▶ Using MS apps (online order form in MS Forms, MS Sharepoint group, MS Power Automate to connect the two + sending order forms to e-mail)
- ▶ Preparing instructions for co-workers



# Interlibrary loan

After the first 14 days

Sending scanned articles to other libraries

Sending books via ILL alongside lending via post

Trying to attain materials from other libraries (mostly closed)



April 29:

**„Libraries may now open“**

# Adjustments

No warning or time  
to prepare



Waiting for the  
instructions from  
NIPH, MESS and UM



**Since May 4:**  
preparations to get  
back to work,  
spatial adjustments

A photograph of a library's book return system. The main focus is a white directional sign with a yellow vertical line down the center. The sign is divided into two sections: the left section is labeled 'VHOD' (Entrance) with a blue upward-pointing arrow, and the right section is labeled 'IZHOD' (Exit) with a blue downward-pointing arrow. Below the arrows, there is a line of text in Slovenian: 'Gradivo lahko vrnete tudi v vračalnik knjig v Miklošičevi ulici.' (Books can also be returned to the book return machine in Miklošičeva street). Below the main sign, there are two smaller signs on the conveyor belt, one labeled 'VHOD 1' and the other 'IZHOD 1'. The background shows a long, narrow aisle with book return machines on both sides. A red vertical bar is visible in the top right corner of the image.

Separating the „clean“  
from the „unclean“ path





## Restrictions and recommendations

# Reserved materials lending

- ▶ Mandatory reservation via Cobiss catalogue
- ▶ Plexiglass shields





**May 11:**  
Back to work





No access  
to book  
shelves, no  
reading  
rooms use



Materials return separated from materials lending



3-day  
book  
quarantine



**June 10:**  
Opening up more



Opening reading and study rooms; still no access to book shelves



# What's next?

- ▶ Regions currently closed
- ▶ October 19 epidemic officially announced
- ▶ Back to remote online lectures
- ▶ Reading rooms still open
- ▶ Intensively working on developing remote services, working from home for some
- ▶ Libguides creation
- ▶ Offering MS Teams and Zoom consultations/lectures
- ▶ **Hopefully we stay open**



Thank you!