# NATIONAL AND KAPODISTRIAN UNIVERSITY OF ATHENS Library of Law School

Address: 104, Solonos (entrance) & 17-19, Mavromichali St (exit) (Building of the Old Chemistry Laboratory) Athens,106 80 Tel.: (+30)2103688065

Email: nomiki@uoa.gr Library's website: http://law.lib.uoa.gr

The closest metro station is Panepistimio Station (Red Line - 350 m.)

# **Library Guidelines**

Users are obliged to comply with the following rules and regulations:

- When entering the building, users should give their ID card and receive a key for a locker, in which to store their personal belongings.
- Coffee and drinks are only allowed on the 2nd floor and the two patios.
- Eating is only permitted in the two patios
- Rubbish should be placed in the waste bins provided.
- Smoking is strictly forbidden as well as the use of any inflammable material.
- Silence should be observed in the reading areas and mobile phone conversations should not be held anywhere in the Library.
- Behaviour likely to disturb other users or infringe their privacy is not allowed.
- The Library accepts no responsibility for loss or theft of, or damage to, personal belongings left unattended anywhere in the Library.
- Users should not cause any damage to the Library material. In case of destruction or loss, they bear the cost of replacement.
- In order for items to be reshelved, they must be placed on the trolleys or the studying tables of the collection they were taken from.
- The removal of any material from the Library must be properly authorized and recorded with the use of the Library card (for internal users) and identification card or other official document (for external users) and should not exceed three hours.
- Adult users accompanying children are responsible for their safety and appropriate behaviour within the Library.
- Personal data of Library's users are protected according to the current Greek law and the related EU law.

## **History of the Library**

The first collection of legal books goes back to 1837 when the National and Kapodistrian University of Athens (NKUA) was founded. The School of Law was one of the first faculties of

the University. Most of Library's collections have been donated by renowned Law School Professors and continue to grow both from University funds and donations. It is considered to be one of the most well-known Law University Libraries, covering all branches of civil and common law.

The new Library of the Law School opened to the public on 12/10/2016 and the official inauguration took place on 4/4/2017 in the historic building of the "Old Chemistry Laboratory", an architectural masterpiece and an important monument of the City of Athens and it is the outcome of the merging of the previous individual Libraries of the School of Law.

The Library of the Law School covers the needs and demands of the members of School of Law and is also committed to benefit the legal community, providing its users with easy, integrated access to legal information in all possible formats. It also supports and promotes academic activities of both undergraduate and postgraduate programs of NKUA. Moreover, the Library supports the NKUA's humanitarian and cultural role.

The building, designed by the German architect Ernst Ziller, was constructed in the late 1870's, and for more than a century it housed the laboratories of the Faculties of Physics and Mathematics of the NKUA.

In addition, this unique building has been officially characterized as "preserved monument" by the Ministry of Culture, including its scientific equipment dating back to 1837. The building, which has been fully restored, will in the future house, apart from the Library, the Museum of Natural Sciences and Technology and the center of the University's cultural events and activities.

## Collection

The Library of the Law School is organized according to the international standards of Academic Libraries. The collections include materials in all forms in Greek, German, French, English, and Italian languages and comprise approximately 100,000 books and 900 titles of journals, covering all branches of Law in Greek and foreign literature.

The material is classified by subject on open shelves for the examination of the users and is arranged by Universal Decimal Classification number. Apart from the printed collections, the Library has digitized important legal journals and collective works, which are available via Pergamos, the unified Institutional Repository/Digital Library of NKUA (https://pergamos.lib.uoa.gr/uoa/dl/frontend/en/index.html). In addition, the Library provides access to national and international legal databases.

## Library activities

The Library has organized special seminars and workshops on different legal issues (such as copyright, data protection, freedom of speech etc). It also coordinates the "Law and Art Team", a collaboration among Library, students and professors and organizes many free cultural events on a regular basis. In addition, the Library takes on several initiatives and organizes events of humanitarian and cultural character. (in Greek)

## **Tour to the Library**

The Library occupies parts of three floors of the Old Chemistry Laboratory with a total area of 1400 sq m. The Library building is fully accessible with elevators to all levels.

## **Ground floor:**

- Main entrance Lodge
- Information Desk
- Civil Law / Civil Procedural Law collection
- History of Law / Philosophy of Law / Sociology of Law / Ecclesiastical Law collection
- International Law / European Law / Commercial Law collection
- Criminal Law / Labor Law collection
- Public Law collection
- Archive of journals up to 2000
- Users' Lockers

## First floor:

- Information Desk
- Journals' collection from 2001 to today
- Collection of Honorary Volumes and Collective Works
- Archive of Doctoral Theses of Law School
- Academic Textbooks "Eudoxos" collection
- Reading rooms and group rooms
- Photocopy services
- WC
- Event Space

## Second floor:

- Rare Books collection
- Head Office / Meeting room / Secretariat
- Multimedia room / Reading rooms
- Staff Room
- WC

#### **Donations**

The Library of the School of Law receives donations of legal books according to the NKUA Libraries donation policy. The Committee of the Library decides on the acceptance of the donation, while the final decision is taken by the Rector's Council of NKUA. Donors must submit the list of titles they wish to donate to the Library Secretariat. For further information please contact the Head of the Library or send an email to the following email addresses: vstrakan@uoa.gr & nomiki@lib.uoa.gr.

# **Borrowing**

All members of the NKUA community, as well as legal researchers (external users) can borrow items from the Library. For this service a valid ID.card is necessary.

#### Borrowing rights

NKUA Undergraduate students	5 items for 5 days
(Erasmus included)	
	1 renewal for 5 days
	5 items for 10 days
NKUA Postgraduate, Doctoral,	
Postdoctoral students	1 renewal for 10 days
	7 items for 30 days
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NKUA Faculty	2 renewals for 15 days each
	5 items for 10 days
NKUA Staff	1 renewal for 10 days
External users	3 items for a few hours

To renew a library item the user should contact the Library the day due back or bring the item at the desk.

All users are notified to return overdue books via automated email the day before the item is due back, the next day and three days after the book is due back. The email is sent from the following address (ilsas@seab.gr), and the subject is «Notice from the Library». It is recommended that the users check spam folder regularly for these emails.

## Overdue items cannot be renewed.

After a book is 3 days overdue, the borrowing privilege of the user will be suspended twice the number of days delayed. In case of repeated delays, the library membership will be suspended for as long as the Library Committee will conclude.

In case of loss of an item the user should replace it. In case of a damaged item, the user should arrange for its repair.

## Article ordering and interlibrary loan

If you are a member of the School of Law and an item you need is not held at the Library, you may still be able to access it by requesting it via either the <u>article ordering</u> or <u>interlibrary loan</u> service. The expenses for this service are undertaken by the library user.

Contact library: nomiki@lib.uoa.gr, tel. 210 3688065

## Copy material

The use of the Library material is subject to the provisions of the current copyright and related rights legislation (Greek Law 2121/93 with the amendments to date, international conventions and the EU law). There is an option for copying items in the Library. Users may use the self-service photocopiers or scanners available. The photocopying machines are to be used carefully and only for Library material.

## **Access to Legal Databases**

The Library provides access to the following national and international legal databases, including eBooks, legal journals, commentaries, legal codes of each state and court rulings via the library premises or NKUA network:

- "NOMOS": Greek language full-text database of Greek legislation, jurisprudence, legal articles etc.
- "ISOKRATIS": Greek language database of Greek case law and jurisprudence.
- "Qualex": Greek language database that provides access to the full content of several scientific publisher's law journals
- "Sakkoulas-online": Provides access to Sakkoulas Publications, centered on legal topics including Private Law and Public Law in Greek language.
- "<u>Beck-Online premium</u>": German language full-text database, providing access to German legal resources.
- <u>"Dalloz"</u>: French language full-text database, providing access to French legal resources.
- "<u>Heinonline</u>": English language database which contains government documents and a vast collection of academic journals, treaties, case law etc.
- "<u>JSTOR</u>": Offers access to the Arts & Sciences I, II, III, IV and V collections, covering various thematic categories such as law, political science, language, history
- "Juris Zusatzmodul Hochschulen with juris Professionell": German language full-text database, with numerous book and journal titles that also contains an extensive collection of court decisions, commentaries with statistical analysis of existing case law and visualization of results.
- <u>"Kluwer Law Online"</u>: Provides access to 30 international law journals covering subjects such as comparative law, international arbitration, commercial law, courts and mediation, EU law, environmental and energy law, competition law etc. Provided by the Hellenic Academic Libraries Link (Heal-Link).
- "Westlaw": Westlaw Classic grants access to thousands of law cases, laws, treaties, articles, journals and various other primary and secondary legal resources on an international level, an invaluable aid to legal research.
- "Oxford Scholarship Online": Contains more than 1.000 full-text law e-books. This database can be accessed via the NKUA network.

The subscriptions to the databases above are renewed according to educational and research needs.

To access services that need **certification** from anywhere **outside the Library**, you need to be a member of the NKUA academic community. Using your username and password, you can connect to the NKUA Network via VPN. For more information on how to install VPN on your device, please visit <u>this page</u>.

# Accessibility to Persons with Disabilities

The Library is accessible to Persons with Disabilities from 17-19 Mavromichali St. The Library always tries to improve the existing infrastructure and provide more services in collaboration with the Accessibility Unit for Students with Disabilities of the NKUA.

# **User training**

The Library organizes educational tours for groups of students, so that they become familiar with the facilities and the services offered. They are informed about the library services and every aspect of library operations. The tours schedule is announced on the <u>library website</u>.