University Library
Jacob-und-Wilhelm-Grimm-Zentrum

OPENING HOURS  (normal operation)
Mon–Fri 8 am – midnight
Sat–Sun 10 am – 10 pm

SERVICE HOURS
Mon–Fri 9 am – 7 pm, Sat 10 am – 6 pm
Mon–Fri 9 am – 7 pm, Sat 10 am – 6 pm

TECHNICAL SUPPORT
Enquiries: Information desk of the Computer and Media Service (CMS)
on Floor 1, service hours: Mon–Fri 9 am – 3 pm
www.pc-saal.hu-berlin.de/pcsaal-en/

TEXTBOOK COLLECTION
Ground Floor, only for HU members
Loan period: 28 days

USER ID
HU students: Student card / Campus-Card
All others: Library card
Valid at all HU libraries
Must be renewed annually at the library
Free of charge

ATTENTION:
Due to current pandemic measures we cannot offer full services
and opening hours. Further information on our website:
www.ub.hu-berlin.de

www.ub.hu-berlin.de/en/grimm-zentrum
Overview of the Grimm-Zentrum

ACCESSIBILITY
- Parking space for the disabled and barrier-free access
- Barrier-free counters and toilets, lift from Lower Ground Floor to Floor 7
- Height-adjustable desks on Floors 2, 3 and 6
- 2 Study carrels for visually or physically handicapped readers on Floor 2

BORROWING
- Loan period: 28 days
- Fees are only charged for overdue loans
- Limit: 100 in total (all HU libraries)
- Self-check-out with PIN on Ground Floor
- Pick up reserved books at the pick-up shelves on Ground Floor

BREAK DISC
- Set the current time when leaving the workplace
- You lose your right to the workplace if you leave it for more than 60 minutes

CHILDREN
- 8 workplaces for studying with children in ‘Berliner Volksbank Kinderstube’ with integrated play area on Floor 7
- Keycard available at the security staff on Ground Floor

CLOAKROOM LOCKERS
- Lockers with your own padlock (lock hasp must be 5–6 mm in diameter) and lockers with MensaCard
- Utilisation during opening hours, checked and cleared after closing

COURSES
- Searching for items: Discover search tools and databases
- Refer to website for dates and registration
- Video tutorials to develop search techniques individually:
  https://www.ub.hu-berlin.de/en/learning-how-to-search/online-tutorial/
  (videos in German only)

GROUP STUDY ROOMS
- For group learning and discussions
- On Floor 3
- Booking: Boards on doors to the rooms

HU HOMEZONE
- Reserved study spaces for HU members
- All study spaces on Floors 1–5
- Daily between 8 am – 7 pm
- Does not apply to computer rooms and group study rooms

INTERNET ACCESS
- Only with an account of the Computer and Media Service (CMS)
- HU students: Automatically with matriculation
  antrag-hu-account-benutzeranmeldung

MEDIA LIBRARY
- On Floor 7
- Collection of microforms, photographs, different-sized slides, DVDs
- Digitisation of microforms (bring own pen drive)
- Off-site DVD loan
- Opening hours during terms: Mon–Fri noon – 5 pm

MENSA CARD
- For paying scanning, photocopying and printing charges
- For paying for food and drinks in the cafeteria
- For the lockers in the cloakroom
- For paying fees
- Mensacards can be bought, recharged and returned at the machine in the foyer

OPEN-SHELF ACCESS
- No reservation necessary
- 2 million freely-accessible volumes
- Shelf classification

PHOTOCOPYING/PRINTING/SCANNING
- Service point on Ground Floor
- Scanners and printers on other floors
- Payment using MensaCard

REGISTERING
- HU students: Registered automatically with matriculation
- All others: With ID card or passport and proof of residency

RENEWAL OF LOANS
- Self-renewing option via user account, as long as the items are not reserved by other readers
- Maximum 84 day loan period