Erasmus Staff training scheme
18-22.05.2026

Day	Time	Place	Program	Meeting point

Monday 18 May	9.00-14.00	Poznan University of Technology Library
		
		Warta Campus
		
		Faculty of Management Engineering Library and Faculty of Architecture Library
			1. **Welcome to participants**
			2. PUT Library tour
			3. Coffee break
			4. **Circulation Department**
			    − description of the day-to-day service of users
			    − self-service borrowings
			    − group study rooms
			    − self-check
			    − library collections in closed store
			    − Book Drop
			5. **Visiting the Warta campus, including: a visit to the Library of the Faculty of Management Engineering and the Library of the Faculty of Architecture**
				Technical Library and Lecture Center Piotrowo 2 61-138 Poznan

Tuesday 19 May	9.00-14.00	Poznan University of Technology Library
		
		Kórnik
			1. **Collection Development Department**
			    − purchase of books and continuous prints
			    − collectings books and journals
			    − cataloging collections
			2. Coffee break
			3. **Sightseeing in Kórnik Castle and Library**
				Technical Library and Lecture Center Piotrowo 2 61-138 Poznan

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Day	Time	Place	Program	Meeting point
Wendesday 20 May	9.00-14.00	Poznan University of Technology Library Raczyńscy Library Sightseeing in Poznań	**1. Reading Room Department** − 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 disabillities − library collections in closed magazine; DUN and Tradition Zone **2. Coffee break** **3. Visiting the Raczyńscy Library** **4. Sightseeing in Poznań**	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan
Thursday 21 May	9.00-14.00	Poznan University of Technology Library	**1. Communication and Information Technology Department** − 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) − digitization services and digital library − presentation of the PUT Current Research Information System (CRIS) **2. Coffee break** **3. International Relations Office**	Technical Library and Lecture Center Piotrowo 2 61-138 Poznan

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Day	Time	Place	Program	Meeting point
Friday 22 May	9.00-12.00	Poznan University of Technology Library	**1. Science Information Department** – 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 System **2. Short presentations of participants' libraries** **3**. Good-bye lunch	Technical Library and Lecture Center