



## LIBRARY

1. Monday to Friday from 9am to 8pm, without any breaks. During exam months (January and June) the library closes at 21h00.

2. External users are welcome (including users from other higher education institutions, alumni and members of the public). However, when near at the full capacity, priority should be given to NMS|FCM users.

3. External users must identify themselves to the security guard at the entrance.

4. The use of the offices and research room on floor -1 is exclusive to members of the NMS community (external users are not authorised), but prior booking is required via the form available on the Library's website or by email to <u>emprestimo.bib@nms.unl.pt</u>.

5. There is a tolerance of 15 minutes, after which time the seat will be available for another user (to avoid losing your seat, please indicate your estimated time of arrival in your email).

6. Students who reserve a seat must go to the Service Desk on arrival to register and be allocated a seat.

7. The offices can be used by one or two people.

8. The reading room has a capacity of 132 simultaneous users and the research room 22.

We are here to provide you with other personalised support services, such as research guidance, bibliographic referencing, scientific publication, article submission, as well as training on the bibliographic and information resources accessible on campus and remotely via email at biblioteca@nms.unl.pt.

NMS, 12 December 2022 The Library Coordinator

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