

# Jan Palach Library

## Library Manual

Jan Palach Library is a multipurpose library that was founded in 2010 and serves as a central library of the elementary study literature for students of the BA programmes at CU FA as well as a departmental library of several departments and institutions. The library collections correspond to that: elementary study literature of departments and institutions at CU FA, language coursebooks, Slavic philology, Russian Studies, Linguistics, Scandinavian Studies, Dutch Studies, Film Studies, Theatre Studies, Baltic Studies, Finnish Studies, Alban Studies. **You may find us in the basement of the main building, the entrance is under the stairs on the left when facing the café.**

<b>Address</b>	nám. J. Palacha 2, 116 38 Prague 1 (-1 floor, basement) Directions: Use the staircase next to the Faculty's café entrance or elevator (-2)
<b>Opening hours</b>	See Opening hours page
<b>Accepts overdue fines payment in cash ?</b>	YES (cash and card)
<b>Contact</b>	
Phone	+420 221 619 <b>418</b> ; +420 221 619 <b>338</b>
E-mail	kjp@ff.cuni.cz

Librarians	Mgr. Jan Kamenický (head librarian) Mgr. Anna Maříková (collection administration; deputy head) Mgr. Zuzana Macháčková (loan desk; cataloging) Renata Naušová (loan desk) Bc. Karolína Padělková (PR; web and social networks administration) Bc. Vojtěch Šimák (reception; loan desk) Šárka Zámečnicková (loan desk; depository administration)
------------	--

## **ADDITIONAL INFORMATION**

**Teamwork Study Room:** The users of the library may book the team study room with audio-visual equipment (projector, screen, notebook, sound system) for a group of 2-18 people to work on team assignments, school and research projects, tutoring etc.

**PC lab:** The users may use the PC lab with desktop computers, multifunctional printers, and book scanner for easy book scanning.

***The operation of the library is governed by Circulation Rules and Regulations of the Faculty of Arts of Charles University.***