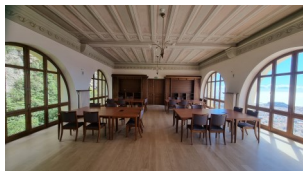


**READING ROOM  
EQUIPMENT AT YOUR  
DISPOSAL**

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**OCA library - Nice Mont-Gros :**



Wifi ; 1 computer (for catalogue consulting) , 4 shared office space (24 pers.) ;  
1 relaxation area (2 pers.) ;

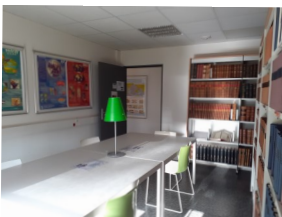
printing and bindery equipment

**Lagrange library - Nice Valrose :**



Wifi (*in the vicinity : reprographic materials and binding materials : both in the Photocopy room*)

**Géoazur library - Sophia-Antipolis :**



1 computer , 1 shared office space (8 pers.) ; 1 person office (4) ; 1 microfiche reader ; 1 TV (*in the vicinity : reprographic materials and*

*binding materials*).



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**LIBRARY**

**Contact : [biblio@oca.eu](mailto:biblio@oca.eu)**

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**OCA library - Nice Mont-Gros :**

04.92.00.30.45 ou 04.92.00.31.30

**Lagrange library - Nice Valrose :**

04.89.15.03.97 ou 04.92.00.30.88

**Géoazur library - Sophia-Antipolis :**

04.83.61.86.00

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**Library portal**

- Link : <https://www.oca.eu/en/homepage-library-observatoire-cote-azur>
- From the English version of the OCA home page, click on "library" at the top right of the screen

**Observatoire de la Côte d'Azur**



**LIBRARY**

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**USER GUIDE**

## Find and locate a document

I consult the online catalog specialized in Earth and Universe sciences at : [https://biblion.oca.eu/biblio/pmb3.0/opac\\_css/](https://biblion.oca.eu/biblio/pmb3.0/opac_css/).

I click on the button "+" to the left of the title that interests me to unfold the instructions. I note the number and the geographical location

With some exceptions, doc. are arranged :  
 - in Nice Mont-Gros Library : by inventory number (Level minus 1)  
 - in Nice Valrose library : by material code then inventory number (reading room)  
 - in Sophia Library : by author followed by a serial number (reading room A213)

## Loan terms

### 1. My document is available on site :

- I have free access to the library rooms during the librarians' hours of presence , with the exception of the "Old Books and Archives" areas (Nice Mont-Gros) and of the A216 room (Sophia-Antipolis) ;

- I fill out the loan card located at the beginning or end of the document (depending on the library). I put it in the box provided for this purpose at the entrance to the library ;

- To extend a loan : I send an email to [biblio@oca.eu](mailto:biblio@oca.eu)

- To return a document : I put it in the return box or I give it to a librarian. I can return all the books from the OCA libraries in one place.

### 2. My document is borrowed or it's available in another OCA library :

I send an email to [biblio@oca.eu](mailto:biblio@oca.eu) to request his return

### 3. My document is not available at the OCA library :

I send an email to [biblio@oca.eu](mailto:biblio@oca.eu) (or I fill out the online form) to request an [inter-library loan](#) or to [request the purchase of the document](#)

## E-journals packages from publishers

AGU ; AIP ; APS (*Physical review...*) ; Amer. Meteor. Soc. ; Annual review inc. ; CUP ; Elsevier ; GeoScienceWorld (GSW) ; IEEE library (Sophia et Valrose) ; IOP (IOP Science extra) ; JSTOR Math. Stat.(archive) ; Nature publ. ; Optical Society of America (OSA) ; Oxford univ. press (archive) ; Springer Nature (archive) et Wiley

**Specific titles of newspapers and magazines** (in addition to the journal packages and the BibCNRS portal : see below)

Acta astronomica ; **Astronomie (L')** ; Astronomy and geophysics ; Cahiers Clairaut ; **Ciel et espace** ; Carnets des sciences ; IEEE Geoscience and remote sensing letters ; Journal for the history of astronomy ; **Journal of fluid mechanics** ; **Journal of Geodesy** ; **Journal of plasma physics** ; JRASC ; **Journal of Turbulence** ; Le Monde ; Linux mag. ; Mathematics of computation ; Mercury ; Mesures ; Nice Matin ; Observatory (The) ; Photoniques ; **Pour la science** ; **Proceeding of the Royal Soc. of London A** ; **Publ. of the Astron. Soc. Of Japan** ; **Recherche (La)** ; **Science et avenir** ; SIAM review ; **Sky and telescope**

**Bibliographic and bibliometric databases**  
 SCOPUS ; **Web of science** (WOS)

## E-books collections

AIP conf. Proceedings ; ECCO & EEBO ; European math. Society press ebooks ; **Lyell collection (1964-2008)** ; **OpenEdition books** ; **Springer Nature ebook (Phys. and Astron) (...-2017)**

## The BIBCNRS portal

Main access point to electronic resources. It covers most of our documentary needs. It includes the titles : Astron. Journal ; A&A, APJ, APJ letters ; MNRAS ; MNRAS letters ; Nature ; PASP ; Science. All OCA laboratories can access it . Artemis lab. is beneficiary of INSIS' rights. Galilée, Géoazur and Lagrange lab. are beneficiary of the INSU's rights. Connect to the address : <https://bib.cnrs.fr/> (enter your JANUS username and password used to declare your holidays).

**Time-saving tip : install the Click & Read extension on your browser.** It will allow you to directly access the articles without going through the BibCNRS portal : <https://clickandread.inist.fr/>

## Outside OCA site, don't forget to use the OCA VPN

The resources not available in BibCNRS are accessible directly from the OCA's IP addresses recognized by the publishers.

## Online request forms

You can send us all types of requests by email to [biblio@oca.eu](mailto:biblio@oca.eu) or use one of our request forms available on our web portal :

**Alert** (new book and/or table of contents)  
**Article**  
**Ask a librarian**  
**Book suggestion** (or other items)  
**InterLibrary loan** (ILL)  
**Library registration**  
**Loan for temporary exhibition** (ancient books)  
**Scanning of documents**

## Document search and consultation tools

### The OCA library catalogue :

It allows access :  
 - to more than 26,000 bibliogr. records  
 - to his reader account (to reserve doc. and consult his current loan list )  
 - to electronic resources (internal or external)

### BIBNUMOCA :

Access point to the collections digitized by the OCA library on the history of the establishment

## Self-training tools : guides and tutorials

6 guides are available on our web portal :

**Gathering information**  
**Practical training in information science** (how to use tools and resources ; where to train ? )  
**Academic and professional writing**  
**Publishing & promoting your research**  
**Measuring your impact**  
**Managing and disseminating research data**

## Documentary monitoring tools

To stay informed of the latest publications and news in STI :

**Biblionews** (the OCA library newsletter)  
**Follow-up of the OCA library purchase requests** (books and journals)  
**New books email alerting service** (registration required)  
**Table of contents email alerting service** (registration required)