

Dear Community,

Starting from 25<sup>th</sup> of June Library business hours are changing. The library will be open Monday to Friday from 9 am to 5 pm and Saturday from 10 am to 5 pm.

From the 8<sup>th</sup> of July until the 19<sup>th</sup> of August Library goes to a remote schedule.

Please find briefs below on Library services during the summer:

- If you would like to extend the term of your borrowed books you can do so online at [ism.library.lt/en](http://ism.library.lt/en)

The term automatically will be extended until the 28<sup>th</sup> of August. To extend the term see the attachment above called “Extend term”. If something goes wrong and you are not able to extend the term, please write us an email.

How to renew your books

**How to renew your books**

How to do a back flip

How to study faster

6 steps to renew your books:

1. Go to **ism.library.lt**
2. Login with your data (link on right top of a screen)
3. Go to *'My account'*
4. Click on the number of loans
5. Press *'Renew all'*
6. Check the new due dates

- If you would like to borrow new books you can do so by placing your order online at [ism.library.lt/en](http://ism.library.lt/en) and we will leave books for collection at the ISM reception desk. When books are ready to collect you will receive an email from us. On how to place an order, please see an attachment above – “Request books”.

How to request a book

**How to request a book**

How to not fall asleep

How to write thesis in 3 days

7 steps to request a book:

1. Go to **ism.library.lt**
2. Login with your data
3. Type an author or a title in a search bar
4. Pick a book, press on *'ISM Vilnius Library'*
5. Press *'Request'*
6. Press *'Order'* (twice)
7. Check your email regularly

- You can return publications at the ISM reception desk.

- Printing services will be available at the ISM reception desk. Staff in the Reception will be issuing vouchers (printing codes) and will provide you with the instructions.
- Remote access to the databases is provided to you via ISM VPN service. An extensive list of Library subscribed databases and database tutorials can be found here:  
<https://elearning.ism.lt/course/view.php?id=431#section-2>
- During summer you will be able to access and use the Bloomberg Terminal in the co-working area.
- We will be providing consultations online. If you have any questions regarding our Collections required for your research/learning or if you would like to get a consultation, please email us at [library@ism.lt](mailto:library@ism.lt) and we will arrange the time for a meeting.

If you have any questions, you can always reach us by email – [library@ism.lt](mailto:library@ism.lt). We will do our best to help you.

Your ISM Library team