



Reading rooms and places



1st floor

- Reading room: **33** places
- Training room "Simón Díaz": **31** places
- Meeting room: **15** places

Ground floor

- Conference room: **80** places
- Exhibition room: **21** display cabinets



Collections history

Heritage Library owns the second most important collection in Madrid of rare books printed up to 1830. It is only surpassed in number by the Biblioteca Nacional de España. Heritage Library ranks as one of the five main Spanish libraries.

The bibliographical collection entails 6,100 manuscripts, 732 incunabula and printed works from 16th to 18th centuries and up to 1830, nearly 100.000 volumes. Moreover, this library holds a small collection of engravings and drawing books and several personal archives. Facsimile collection and reference collection, specialized in bibliographical heritage, can be found.

www.ucm.es/BUCM/foa/37264.php



Collections and codes

COLLECTIONS

Closed-Stack collections:

- Manuscripts BH MSS
- Incunabula BH INC
- Engravings and drawing books BH GRA, GRL
- Printed works collections from 16th century to 1830
 - General BH FOA
 - Law Sciences BH DER
 - Philology BH FLL
 - Medicine BH MED
 - Francisco Guerra BH FG
- Library Archive BH ARC
- Rubén Darío's Personal Archive BH RD
- Personal archives BH AP

Collections at Reading room:

- Reference BH R
- Simón Díaz BH SD
- Facsimiles BH R FAC

Other collections:

- Dissertations T
- Heritage Archive PCE

How to find a material?

- Modern holdings: Library's online catalogue CISNE <http://cisne.sim.ucm.es/>

- 16th century up to 1830 holdings: Rare books on-line catalogue: http://cisne.sim.ucm.es/search*spi-S1

It gathers approximately 75 % of the library's holdings. The rest is available on the manual catalogues located in the Reading room. These are arranged according to their previous location until the conversion process, currently taking place, is finished. Information demands: buc_foa@buc.ucm.es

- Digitalized books: through Dioscórides Digital Library catalogue: it gathers more than 3500 full text books, as well as a 40.000 engravings database, indexed according to the illustrations subjects. <http://www.ucm.es/BUCM/foa/25889.php>
- More than 100.000 books: HathiTrust Digital Library <http://www.hathitrust.org/about> and Digitalisation Complutense Library-Google Project www.ucm.es/BUCM/atencion/25403.php

- Rubén Darío's Personal Archive: www.ucm.es/BUCM/foa/39343.php

- Dissertations and Academic Publications: www.ucm.es/BUCM/foa/38157.php

- Partido Comunista de España's Heritage Archive (consultation by appointment): www.fim.org.es/05_03.php



Other UCM Libraries



The Complutense Library is the biggest university library in Spain, with 33 faculty libraries, 11,200 reading places, 3,000,000 of titles, 1,000 computers, and most importantly a staff of 467 people at your service.



Heritage Library



Alfonso X, Rey de Castilla
Libros del Saber de Astronomia s.XIII. BH MSS 156

LIBRARY OPENING TIMES:

School days:

Monday to Friday: 9:00 - 21:00
Seasonal closures during Christmas, Easter and summer, to be announced in advance.

Address: 3, Noviciado St.
28015 Madrid (Spain)

Phones:

- Library Information: +34 91 394 6642
- Loans: +34 91 394 6635
- Technical services: +34 91 394 6644
- Exhibitions: +34 91 394 6631
- Second Lib. Manager +34 91 394 6642
- Library Director: +34 91 394 6601

Fax: +34 91 394 65 99

e-mail: buc_foa@buc.ucm.es

READING ROOM OPENING TIMES:

School days:

Monday to Friday: 9:00 - 20:30

Transport

By Underground
- **Line 2:** Noviciado
- **Lines 3 & 10:** Plaza España

By bus

- **Lines 147, M1** (San Bernardo), **1, 2, 44, 46, 74, 75, 133 & 148** (Gran Vía St. & Plaza España)

Parking: Plaza de los Mostenses & Plaza España



Contact the librarian

Bibliography service: the library's bibliography and rare book history specialized staff will comply any time with scholars' information demands
buc_foa@buc.ucm.es

We will answer your queries about finding information, carrying out searches, using electronic documents and databases:

In person: at the office within the Reading room

By telephone: +34 91 394 66 35

By writing: send a letter, a fax or an email to : buc_foa@buc.ucm.es

Interlibrary loan: bucpi_foa@buc.ucm.es



How to use the library

The Heritage Library's aim is both to protect and spread the knowledge of Complutense's bibliographical heritage.

Our in-house materials are used in the Reading room, where a free access Reference Collection, specialized in bibliographical heritage, can be found.

Who can use the library:

1. All members of our university community (teachers, students and staff)
2. Members of universities of Comunidad de Madrid with "pasaporte Madroño"
4. Accredited scholars
3. Scholars who can justify the need of using the library

Improper use of materials or inappropriate behaviour towards our staff or other users constitutes gross misconduct and will be dealt with by academic or legal authorities (Library Rules).



Get to know your library

Exhibitions: the library offers a wide range of exhibitions featuring treasures from its own collections. www.ucm.es/BUCM/foa/35064.php.

Library tours: The library organizes guided tours, by prior arrangement, to further awareness of its services, collections and exhibitions. Maximum of 20 participants. Advance booking required: +34 91 394 66 42; buc_foa@buc.ucm.es

Preservation & conservation department: Professional staff and the latest implements carry out the preservation and conservation of Heritage Library holdings. This service is considered essential to the accessibility of the collections to the intellectual and scientific communities and for the preservation and conservation of this unique collection. www.ucm.es/BUCM/foa/38120.php



Use the library from home

Off campus access:

Access **Rare books On-line Catalogue:** http://cisne.sim.ucm.es/search*spi~S1

Access digital full text books:

Dioscórides Digital Library www.ucm.es/BUCM/foa/25889.php

Complutense Library–Google Project www.ucm.es/BUCM/atencion/25403.php

HathiTrust Digital Library <http://www.hathitrust.org/about>

Consult a librarian: buc_foa@buc.ucm.es

Information about the **cultural events** in the Library(exhibitions, lectures, talks...): www.ucm.es/BUCM/foa/index.php

Professional Informative Bulletin **Pecia Complutense:**
www.ucm.es/BUCM/pecia/

To keep informed and to participate via our **Blog Folia Complutense**
www.ucm.es/BUCM/blogs/Foliocomplutense/

Join us on **Facebook** : www.facebook.com/BibliotecaHistoricaUCM

Chat bibliography service: www.ucm.es/bucm

And much more ...



Loans, renewals and reserving

Loan conditions: Heritage Library's aim is both to protect and spread the knowledge of Complutense's bibliographical heritage.

Our **in-house materials** are used in the Reading room, where a free access Reference Collection, specialized in bibliographical heritage, can be found. A selection of its modern duplicated books may be borrowed.

Requesting Closed-Stack Materials typically must be made at least half an hour before the Reading room closes.



Documents reproduction

Reproduction service: For research or study purposes, rare books may be microfilmed, digitalized or photographed. All digital images in this collection are submitted to the current Spanish Copyright Acts. The reproduction of some materials may be restricted by terms of conservation.

www.ucm.es/BUCM/foa/10431.php Orders: send a letter, a fax or an email to: buc_foa@buc.ucm.es

Photocopy: Only modern books, from 1958 onwards, and microfilms.
Orders: bucpi_foa@buc.ucm.es



Research support

Library's Training Room "Simón Díaz": teachers and pupils may approach original sources within the Library's Training Room. Advance booking by teachers required: +34 91 394 66 42; buc_foa@buc.ucm.es



Electronic publishing

Heritage Library's publications: If you would like to publish on line your research (into Library written cultural heritage), we can help you through our professional publications:

Heritage Library's Working Papers: www.ucm.es/BUCM/foa/18057.php

Pecia Complutense (Professional Informative Heritage Library Bulletin):
www.ucm.es/BUCM/pecia/

Blog Folia Complutense: www.ucm.es/BUCM/blogs/Foliocomplutense/

Exhibitions' catalogs: www.ucm.es/BUCM/foa/11790.php

Monographs: www.ucm.es/BUCM/foa/36891.php



Services for the disabled

We are making every effort to ensure that our premises are adapted to the needs of disabled persons. More info at buc-discapacidad@buc.ucm.es



Tell us what you think

Purchase requests. Please let us know which titles we should acquire to complement our catalogue, or which titles need more copies.

Opinions. All comments, compliments and suggestions are invited and taken seriously in order to improve Heritage Library services. Speak to a member of staff, write a letter or send an email to: buc_foa@buc.ucm.es