



### Galería de Bayamonese Ilustres

The gallery has an oleo exposition made by the Painter Sixto Febus. The purpose of the project was to demonstrate the new generations, pictures of role models that have inspired others by their way of living and contributions to the society.

### Art by Noemí Ruíz

Noemí Ruiz, is the resident painter of Bayamón Campus and has two of her art work created in acrylic named: *Verde Luz y Dama con Flores* exposed in the CAI.

## Second Level

### Audiovisual Center

Here you can find multimedia rooms, graphic arts and an area to evaluate movies. Also, they provide other services such as loans on movies and audiovisual equipment. These items has to be petitioned with anticipation at the Audiovisual Center Counter.

### Individual Study Room

In this room, students can study individually in illuminated cubicles and in silence without interruptions.

### Quality Center (B-215)

This is an area where the university community uses for training and meetings.

## Some Norms to follow at the CAI

- ❖ Present your Student ID or Class Program Registered in order to petition services and return the resources loan on time.
- ❖ Remember that you are in a study environment and should remain as silent as possible. Do not talk loud or have loud discussions, no cellphone, radios or recorder; as well as other activities that disturbs the study and work environment.
- ❖ No eating, drinking or smoking in the CAI.
- ❖ Do not sit on tables, floors, hallways, stairs or other un appropriate places.
- ❖ Children under ten (10) years old are not allowed in the CAI, unless the purpose is educational and supervised by an adult.

## CAI Memberships

The Membership Program of the CAI is a service that the UIPR offers to our external community. The participants of this program can be alumni's, students from other Institutions and Citizens. There is a charge for each semester for this membership.

For more information about our services, you can call 787-279-1912 ext. 2150 or 2185.

## Service Hours

### Monday-Thursday

7:00 a.m. – 9:00 p.m.

### Fridays

7:00 a.m. – 5:00 p.m.

### Saturdays

7:00 a.m. – 4:00 p.m.

### Sundays and Holidays

Closed

(787)279-1912 Exts. 2150, 2174, 2259

[cai@bayamon.inter.edu](mailto:cai@bayamon.inter.edu)



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# USER'S GUIDE

## Center for Access of Information

Inter American University  
of Puerto Rico  
Bayamón Campus

[www.cai.bayamon.inter.edu](http://www.cai.bayamon.inter.edu)

# Center for Access of Information

The Center for Access of Information mission is to provide educational support and be part of the teaching-learning process. We are committed in its mission and vision of our Campus. Our main objective is to provide our university community the resources and services to satisfy our user's educational needs. Our purpose is to foment investigation and the use of modern technology in order to prepare our users professionally, culturally and recreationally.

To locate our educational resources in the CAI, we count with the EBSCO Discovery Service (EDS). This service provides the user to search all available educational resources in one place.



**The books and magazines of the CAI are protected by an electronic security system.**

## Services Areas

### First Level

#### Circulation

In the Circulation Area you can find the majority of books that are available in the CAI. These educational resources can be loaned to the users for thirty (30) days with the option of renewal. If the user does not return the item loaned in the date required there will be a charge of .10 cents per item, per day of tardiness. Near the Circulation Counter there are three (3) computers for using EDS Discovery to search for educational resources in the CAI.

At the counter, you can also start the process for interlibrary loans.

#### Periodicals

The Periodicals Collection (located in the Circulation Area) has periodicals publication such as: newspapers, journals and indexes.

**These educational materials can't circulate outside the CAI.**

#### Study Rooms Tertulia

The study rooms provides an environment and commodities necessary to promote professional discussions and exchanges of knowledge and ideas between students. You can also find private rooms for group study that are loaned for an hour (1) and can be used by groups of three (3) to five (5) persons. We also have three offices for faculty. These private rooms can be reserved at the Circulation counter.

#### Computers Laboratory

The computer laboratory is another service that is provided by the CAI and is located in room B-141 in the lobby of the CAI. The purpose is to facilitate the search of electronic information. You can access databases with complete text, Microsoft Office programs, online services, printer, Internet upon other services.



#### Reference-Reserve

The Reference Area has educational resources of rapid consultation like encyclopedias, dictionaries, atlases, almanacs and yearbooks.

The Reserve Area has educational resources and other materials reserved by professors to complement their courses for their students.

#### Photocopy Services

The photocopy machines area located in the first level of the CAI and has a cost of \$.10 per page.

**The machines and other electronics equipment's are turned off 15 minutes before closing.**

#### Permanent Expositions

##### Los Caprichos de Francisco de Goya

The CAI has one of the complete notable engraving series of the Spanish Painter, Francisco de Goya: *The Caprichos*. It is composed of eighty (80) stamps made of great domination of the technique of aquatint etching.