

KnihovniQ Pickup Lockers

Do you want to borrow documents from the ŠAVŠ Library collection in Mladá Boleslav, but you aren't heading there? No problem, use the new KnihovniQ pickup lockers. How does it work?

KnihovniQ – Procedure for Lockers in Prague

How to order:

Search for the required publications in the ŠAVŠ Library online catalog.

If available copies are present, note down their **accession numbers**.

Send your request to knihovna.praha@savs.cz – include the accession numbers.

Please send the request from your **school e-mail**.

Send your order **two days in advance by 2:00 PM**. For the Winter Semester 2026/2027, the delivery day is **Thursday**, so the order deadline is **on Tuesday at 2:00 PM**.

How to pick up (choose the option that suits you):

Option A: In person on Thursday (9:00 AM – 12:00 PM and 1:00 PM – 3:00 PM)

Pick up your books directly from the **"flying librarian"** in the rectorate meeting room. On this occasion, you can also handle consultations, assistance with citations or literature searches, or purchase textbooks.

Option B: Anytime from the KnihovniQ self-service locker (from Thursday 3:00 PM)

All publications that you do not pick up in person will be locked by the librarian into the KnihovniQ locker in the study room at 3:00 PM.

You will then receive a confirmation email containing the **locker number** and **PIN**. Enter the PIN into the lock of the respective locker and pick up your books.

Pickup time: Publications in the locker wait for a whole week until the librarian's next arrival (the following Thursday morning).

Returning publications:**The lockers are not used for returning publications.**

You can return books **in person to the flying librarian** during their presence (books will be removed from your account immediately), or **anytime at the Study Department** – please keep in mind that they will be removed from your reader account only upon the flying librarian's next visit. Please account for this delay relative to your loan period to avoid overdue fines. Fortunately, the first reminder (max. 9 days overdue) is free of charge 😊.