

THE SERVICES OF THE LIBRARY “DR. JORGE CARPIZO” OF THE INSTITUTE OF LEGAL RESEARCH OF THE UNAM

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SUMMARY: I. *Etymological Definition of “Library”*. II. *The Specialized Libraries*. III. *University Libraries*. IV. *Types of Legal Libraries*. V. *The Library “Dr. Jorge Carpizo” of the Institute of Legal Research of the UNAM*. VI. *General Collection*. VII. *Personal Libraries*. VIII. *Antique Fund*. IX. *Journal Library*. X. *Section of Legislation and Jurisprudence*. XI. *The Services it Offers*. XII. *Sources of Information*.

I. ETYMOLOGICAL DEFINITION OF “LIBRARY”

Considering its etymological meaning the word “library” comes from the Latin *bibliothēca*, which in turn derives from the Greek βιβλιοθήκη (*bibliothēke*), which is composed of βιβλίον (*biblíon*, book) andθήκη (*thēke*, cupboard or box). This referred to the place where the books on papyrus scrolls were kept.¹

According to the American Library Association (*ALA*), a library is defined as: “a collection of information material organized so that it can be accessed by a group of users. It has staff in charge of services and programs related to the information needs of readers”.

Technological changes have made the reality of the library also change, adapting to the new requirements of users. Libraries in general have ceased to be totally silent spaces like ancient monasteries trapped in the Middle Ages; to be spaces for participation, discussion and in some cases forums in

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¹ RTaken from the web site of the biblioteca municipal de Jun, España, available at: http://www.jun.es/biblioteca/?page_id=2#:~:text=La%20norma%20ISO%202789%2D1991,necesarios%20para%20satisfacer%20las%20necesidades, consulted on April 27, 2021.

which workshops, classes, trainings are held, videos or films on various topics are projected and in very particular cases, they serve as institutions that act as contact between people community and the various institutions and officials who carry out multiple procedures of daily life.²

Libraries have been able to recognize that the information needs of their users have also evolved. Gone is the unique service of the sole consultation of the books that remained on the library shelves; to give way to multiple services and activities, both face-to-face and remote. As is natural to think, the expansion of digital services has broadened the horizons and concerns of everyone who seeks information to satisfy their needs; and obviously libraries and librarians have jumped on the same train as their users, to stay current.

As the use of the Internet expanded and given the large amounts of information of all kinds that it was capable of containing and distributing, various professionals predicted the disappearance of libraries, arguing that: “everything can be found easily, since everything it’s on the Internet”. This statement contains half-truth and half fallacy.

Indeed, in Internet, experts and neophytes in all subjects; political parties of all tendencies; very diverse ideologies from the simplest to the most violent; any type of religious thought; phobias and phobias of the most varied; interest groups in all activities, including criminal activities; activists of all colour; in short, everyone who wants to say something, however grandiose and bizarre or small and inconsequential it may seem; find his place on the net that gives you the opportunity to expose and disseminate his ideas.

This can be through various forms of content:

- Audio-visuals;
- Software of all kinds, including malicious software;

² Although it is true that, originally, libraries are the stage for information and knowledge search activities, changes in the environments have led them to rethink their reasons for existence and their activity in front of the public that makes use of them. There are several examples of reconversion or reorganization of libraries, their functions and infrastructure. It is not the reason for this work to list them, however, we can rescue the main idea that libraries have renewed their image to appear as spaces that provide an opportunity to improve people’s quality of life, being spaces that rebuild the social fabric of the where they are located, by means of elements that make it possible to overcome inequity, poverty, lack of opportunities, exclusion or discrimination. For a broader description of the Colombian “Library Parks” program, as a clear example of this transformation, see: Cuadros Rodríguez, Jonatan; Valencia, Jackeline and Valencia Arias, Alejandro, “Las bibliotecas públicas como escenarios de participación ciudadana e inclusión social”, *Rastros Rostros*, vol. 15, issue 29, 2013, pp. 73-81, available at: <https://revistas.ucc.edu.co/index.php/ra/article/view/699/685>, consulted on April 30, 2021.

- Articles on personal blogs;³
- Social media postings;
- Email messages;
- Electronic books and magazines;⁴
- Previous versions of journal articles (known as *Preprints*);⁵
- Infographics and statistics;⁶
- Distance seminars (known as *Webinars*);⁷

³ A blog is a web page in which short articles with updated and novel content on specific or free topics are regularly published. These articles are known in English as “post” or publications in Spanish. Goodwill Community Foundation, “¿Qué es un blog y para qué sirve?”, *GCFGlobal*, available at: <https://edu.gcfglobal.org/es/crear-un-blog-en-internet/que-es-un-blog/1/> consulted on: April 15, 2022.

It is considered that having a blog goes beyond being fashionable. For those who do not give importance to the idea that their website has an optimized blog, careful and with frequent entries, some of its advantages are: *a)* Improves the SEO of a web page. If it is written using the *keywords*, links, density and titles in the correct way, the SEO will improve in a very remarkable way, favouring the organic positioning of your website; *b)* Generates traffic: each user who arrives at the blog has the possibility of becoming a client since he is interested in the content offered; *c)* Build customer loyalty: by continuously feeding the customer with information of interest to them, they will acquire the habit of visiting your site for their queries and get used to coming back. Ecured, voz “Contenidos digitales”, enciclopedia colaborativa en la red cubana, Cuba, available at: https://www.ecured.cu/Contenidos_digiales, consulted on April 25, 2022.

⁴ Also, known as e-books. An e-book is a more extensive content than a blog entry and usually incorporates other elements such as images or videos that complement the information. Digital Content, “Cuáles son los contenidos digitales: ¡conoce todos los tipos!” , *DigitalContent* (blog), available at: <https://digitalcontent.pro/blog/cuales-son-los-contenidos-digitales>, consulted on April 20, 2022.

⁵ In academic publishing, a Preprint is a version of a manuscript before peer review, who will certify or not its formal publication in a journal. The preprint is deposited by the corresponding author on a preprint server, generally thematic, following public procedures. The preprint version can be a preview or an incomplete version but the most common is a final version. By using this service, authors set a firm precedent date, can request comments, and add suggestions to the manuscript that is subsequently submitted to a journal’s formal editorial process. Spinak, Ernesto, “¿Qué es este asunto de los *preprints*?” , Brasil, *Scientific Electronic Library Online*, 2016, available at: <https://blog.scielo.org/es/2016/11/22/que-es-este-asunto-de-los-preprints/#.Ym1vW9rMI2w>, consulted on April 14, 2022.

⁶ In these times when immediacy and brevity reign, infographics are the perfect content to show a lot of dense information (data, statistics...) in a synthetic and visual way. It is important to know how to outline the content correctly so that the user understands it. Ecured, *op. cit.*

⁷ A Webinar, also called a web seminar, is an educational presentation developed on online channels and usually delivered live, through videos or presentations. The term Webinar is a neologism that combines the words “web” and “seminar”. It refers to any content in a video version whose main objective is educational and practical. A webinar can be a video of a person knowledgeable about a certain topic teaching you something about it. That topic can be virtually anything, but most webinars are integrated into a content strategy, which is

- Recorded audio or video broadcasts (known as *Podcasts*);⁸
- Cell phone applications;
- Courses, classes, workshops, of all kinds;
- News or Newsletters;⁹
- Presentations and slides;
- Troubleshooting Guides (known as *Whitepapers*);¹⁰

why they are generally about: *a*) how to use a program or digital tool; *b*) the virtues or the form of use of a certain product and *c*) class substitutes in online courses.

They are almost always free, since their objective is to attract prospects, but it is also common to find paid webinars. Generally, these are taught by some recognized character or are part of an online course. Workana, “¿Qué es un *webinar*?”, Argentina, Workana, 2021, available at: <https://i.workana.com/glosario/webinar/>, consulted on April 4, 2022.

⁸ Podcasts are a series of content recorded in audio and broadcast online. These can be recorded in different formats, such as interviews or talks on a specific topic. Podcasts are a very popular content format today, and it is a tool to gain followers on social networks, as well as to expand the marketing strategy and convince audiences not to lose sight of us. Many of them are similar to traditional radio programs, such as conversation formats between podcast hosts with guests, or they can also be interviews. In the same way they can be daily programs that offer some type of specific information on a particular topic every day, or for example about news from a specific field of interest. Jauregui, David, “¿Qué es un *podcast* y por qué son importantes?”, Colombia, *RTVC Sistema de Medios Públicos*, 2020, available at: <https://www.rtv.gov.co/noticia/que-es-un-podcast>, consulted on April 8, 2022.

⁹ They are digital content, mostly informative, that is distributed through email. They are a good complement to inform your subscribers of new blog posts or news on the web. Ecured, *op. cit.*

¹⁰ A whitepaper or white book is content that deals in depth with a specific topic that is of interest to a brand's audience. Generally, the content is articulated around presenting a problem and offering a solution. They are usually offered in the form of a downloadable content in PDF format. The user must leave their contact information to receive the content in their email, thus becoming part of the company's database. Although there is no specific standard that defines what a whitepaper is, to deserve that name it should meet a series of characteristics:

- Deal with a specific topic in depth. It seeks to position the brand that creates it as an expert in a sector, while completely solving user doubts and problems. Therefore, it is a content of a certain length, especially if the subject requires detail.
- Have a serious and informative tone. Although each brand has its own personality, this content will generally be more formal than a social media post or blog post.
- Include data from studies and graphic information. Although not strictly essential, this type of content reinforces the authority of the whitepaper. The idea is that it becomes a reference resource on the problem to be solved.
- Include examples and case studies. Although they are also optional, the use cases of specific users greatly reinforce the reader's identification with the brand and its solution.
- Not be strictly promotional. The solution presented in it can be a branded product or service, but the approach is not overtly commercial but rather educational and informative.

— Virtual Assistants (known as *Chatbots*); and a long etcetera.¹¹

However, this excess of information has caused those who are dedicated to doing scientific research to see the need to develop a very fine analytical capacity when searching for information for their work, to be able to discern between high-quality information and information that is not worth it. Just as the exact sciences which must be based on measurable, repeatable and verifiable facts, so assumptions, ambiguous data, and one-time or untested experiments cannot be taken as science. Likewise, the social sciences generally require solid arguments and knowledge, proven in social reality, that represent benefits or that tend to eliminate problems or shortcomings of the society in which they are intended to be applied, that tend to improve society; although it would be very naïve to think that they are guided by scientific purity or that they are far from the influence of some kind of ideological bias or some economic interest.

It is at this point that libraries once again show their usefulness, since the personnel who work in them have seen their profile changed and, in general, circumstances have led them to abandon the mentality of simple bureaucracy, to transform them into providers and information managers.

Whether empirically or professionally, librarians have also developed the necessary and relevant skills; as well as the sense of service that drives them to be user guides and trainers; they have become experts at discerning valuable scientific information, to separate it from false or sensational news, from plagiarized, tendentious, distorted, obsolete or ideological information; they have been training to observe permanent trends or at least in the medium-term future, to distinguish them from fashionable or mere cyclical issues; some have even developed a very particular empathy for their users. Based on a combination of all of the above, they can guide, help and train them in a better way.

Cardona, Laia, “¿Qué es un whitepaper?”, Barcelona, *Cyberclick*, 2020, available at: <https://www.cyberclick.es/que-es/whitepaper>, consulted on April 3, 2022.

¹¹ “A Chatbot is software based on Artificial Intelligence capable of holding a conversation in real time by text or voice. In the first case, we find the customer service chatbots that we can find on banking, insurance, travel, restaurant, etc. websites. In the second, we refer to the famous virtual assistants (Siri, Irene, Cortana or Alexa) who try to make our lives easier by answering our questions. Chatbots are programmed to interpret the context of the conversation and answer our questions thanks to certain Artificial Intelligence tools such as Natural Language Processing (NLP), which allows them to understand us, or Machine Learning, with which they are capable of learning automatically from each of your interactions”. Iberdrola, “«Chatbots», una nueva forma de atender a los clientes”, España, *Iberdrola*, 2022, available at: <https://www.iberdrola.com/innovacion/que-es-un-chatbot>, consulted on April 10, 2022.

This, which appears to be so simple, has enormous significance, since it is the librarians who make users understand the advantages of searching for reliable and high-quality scientific information, that it is endorsed by authors or institutions of recognized prestige as rigorous researchers, serious and ethical professors, coming from reviewed works, arbitrated in an impartial manner and if possible, awarded; that is away from fanaticism, ideologies and ambiguities of any kind; that develops real solutions away from any political overtones and based on pure and hard science in any of its aspects.

II. THE SPECIALIZED LIBRARIES

Practitioners of all professions need various kinds of information for many reasons and to meet this need they seek library, documentation and information services. The documents they have access to cover everything from the very general to the very specific.¹²

It is evident that the high degree of specialization of the information collected serves as the basis for objectives such as: decision-making within a business or even multinational organization; the invention and creation of new innovative projects, services or products; support for the development of high-level research in the scientific and industrial areas; the preparation of government plans and programs, etc.; it cannot be obtained in any kind of library, the assistance of very punctual and high-profile information services is required.

It is in the specialized libraries where the necessary services that offer this specific and punctual information are found, they may be specialized, research, or documentation and information centres, whether from the public or private sector.

Specialized libraries arise in the s. XIX, at the same time as the Industrial Revolution, but it is in the XX century after the increase in information that is produced, when they expand exponentially¹³. The vertiginous development of the advances and innovations of industrial machinery together with the excessive growth of business was outlining the need to have information and data that would meet the needs of this sector and the search for the satisfaction of this growing need for information was producing the

¹² Castro-Ponce, Samuel, “Bibliotecas especializadas, desarrollo económico y ventaja competitiva”, *Infotecarios*, 2014, available at: <https://www.infotecarios.com/las-bibliotecas-especializadas/#.YIkBpZBKjIX>, consulted on April 28, 2021.

¹³ *Idem*.

improvement and diversification of specialized information services, as we know them today. From the first moment, the industrialists recognized the importance of gathering in one place the documents that were related to the topics related to the company and business; in addition to having the advantage of being managed by specialists in that field.

Among its characteristics are that:¹⁴

- Adhere, as a general rule, to the mission and objectives of their parent company or institution; although in the case of specialized public libraries, their collections, in the first instance, are at the service of their researchers and, secondly, they remain open to a broader external public that has the same interests;
- Focus the development of their collection on a specific subject or theme, aimed at meeting the information needs and offering their services to the members of the institution on which they depend;
- Derived from its high specialization, the number of documents it collects is not very high, this means; in the quantity/quality relationship, the last one is that which prevails in terms of document acquisition policy;
- They have a highly trained staff, both in information management and in matters related to the specialty area;
- Make use of the latest information technologies, which are also essential tools to collect, evaluate, analyse, summarize and present the information requested by the users of the institutions;¹⁵
- They make up hybrid collections since they bring together a great diversity of formats in the materials they possess, prioritizing the scientific quality of the information over the physical or electronic format in which it is contained;
- One of its most important added values is the saving of time and resources used in the search and location of useful information for researches.

III. UNIVERSITY LIBRARIES

Libraries that are part of the organizational structure of a university or higher education institution are considered in this way. Likewise, it is managed by trained personnel with a high educational level, since it is capable of under-

¹⁴ *Idem.*

¹⁵ *Idem.*

standing the needs of users who request specialized and high-level information, but from a strictly academic perspective.

In recent decades, the Anglo-Saxon conception of the library as the nerve centre of the university has gradually been imposed, to the detriment of a concept where the library was relegated to a simple deposit of books and a study room for students. The idea that knowledge is produced from information triumphs, and in this sense, the library makes a university.¹⁶

University libraries offer a wide range of services, which are aimed at supporting teaching and research. Next, we will describe some of the most important, such as:¹⁷

- Analysis of bibliographic citations;
- Consultation of specialized bibliography; Searching for information can be done in two ways:
 - a) Using natural language words and performing the query with freely chosen terms, also known as free text search.
 - b) Using the terms of a controlled language to avoid the problems that originate the existence of variants for the same term. The usual thing in library catalogues and databases is the use of controlled language; that helps users to know the terms that they can use to carry out their searches: classifications, subject headings, indexes and thesauri, or thematic dictionaries.
- Locating and obtaining documents;
- Selective dissemination of information; it helps a researcher to receive a list of documents that correspond to his thematic profile and to be of recent acquisition. To configure this profile, it is necessary for the researcher to expose the areas or topics of his interest. The thematic profile begins by knowing the keywords that are used to search library catalogues and databases. These keywords are cor-

¹⁶ Martín Gavilán, César, “Bibliotecas universitarias: concepto y función. Los CRAI”, *E-prints in Library & Information Science*, 2008, p. 3, available at: <http://eprints.rclis.org/14816/1/crai.pdf>, consulted on April 25, 2022.

¹⁷ “The greater or lesser number of services provided is an indicator of the quality of a given university library. Some of these services are mandatory. Others are a reflection of the ability of university libraries to support the work of study, teaching and research. Merlo Vega, José Antonio, “Servicios bibliotecarios para la comunidad universitaria”, in Orera, Luisa (ed.), *La biblioteca universitaria: análisis de su entorno híbrido*, Madrid, Síntesis, 2005, p. 445, available at: http://eprints.rclis.org/7892/1/Merlo_ServiciosBU_eprint.pdf, consulted on April 27, 2022.

related with a controlled language. The use of new digital technologies has transformed the selective dissemination of information, making it an automated and efficient service.

- Information alerts; they help an internal user periodically receive a list that contains the data of the new materials that are in accordance with their thematic profile.

IV. TYPES OF LAW LIBRARIES

One of the best-known classifications of law libraries is the one offered by the American Association of Law Libraries (AALL), which divides them depending on the characteristics of the organization to which they may belong. Thus we have the following types:¹⁸

1. *Academic Law Libraries*

Academic law libraries may be suitable for those who find an academic environment attractive, prefer to work in large libraries, and enjoy an in-depth exploration of legal issues.

Academic law librarians are an integral part of the daily life of a law school community. They work closely with students of Faculties of Law and instruct students in effective legal research techniques. They may also be professors, lecturers, or teach courses and workshops, and many are involved in their own research, publishing, and other scholarly pursuits.

In addition, they perform functions essential to library operations, such as acquiring, processing, and cataloguing new library materials; manage existing collections; and disseminating information about the library funds and services. Larger libraries may employ specialists in foreign and international law, information systems, government documents, and special collections such as archives and antiquarian books.

There are law schools and faculties in all the states of Mexico, both in large and small cities. According to the 2021 report of the Center for Studies on the Teaching and Learning of Law (CEEAD by its acronym in Spanish), there are 2,107 Higher Education Institutions in the country that offer

¹⁸ More information at American Association of Law Libraries, “Types of Law Libraries”, available at: <https://www.aallnet.org/careers/about-the-profession/types-of-law-libraries/>, consulted on April 23, 2021.

a Law Degree.¹⁹ These schools and colleges vary considerably in size. They range from fewer than 200 students to more than 2,000, and the libraries that serve them also differ significantly in the size of their collections, staff, and budgets.

2. *Government Law Libraries*

Hundreds of government law libraries serve the legal information needs of government entities at the national, state, and municipal levels. These types of law libraries are located within courts, agencies, and legislative bodies to serve the legal information needs of their employees. Some government law libraries also serve the general public.

Government law libraries are as diverse as the institutions they serve, making it somewhat difficult to generalize about their settings and the services they provide. This variety is itself attractive to many law librarians.

For example, law school libraries are found in all settings, from federal court schools to small law schools relatively far away. The settings range from the majesty of the Library of the Supreme Court of Justice of the Nation to smaller law libraries with fewer funds. Court libraries serve practicing attorneys as well as the judiciary.

The Congress of the Union and many state Congresses have formed their respective Legislative Research Institutes or their equivalent, and have their own law libraries to support legal research. Many Secretaries of State, both federal and state, also have their own law libraries.

3. *Private Law Libraries*

Private law libraries work in large law firms and corporate legal departments. They are usually in medium and large cities. The librarians who work there provide a wide range of services determined by the size and nature of the parent organization, the scope of its library collections; as well as the size and training of the workforce. Although some private law libraries are large enough to support the specialization of library functions, most are relatively small, and therefore librarians perform many functions, such as

¹⁹ Centro de Estudios sobre la Enseñanza y el Aprendizaje del Derecho, *Informe anual 2021. Transformando la enseñanza del derecho en México*, México, Centro de Estudios sobre la Enseñanza y el Aprendizaje del Derecho, 2021, available at: <https://media.ceead.org.mx/biblioteca/informes-anuales-y-boletines/Informe%20Anual%202021.pdf>, consulted on April 29, 2022.

consultation and research, processing, and cataloguing of library materials, and staff supervision. In the largest libraries, there are directors who provide strategic advice to their organizations on knowledge workflow, integrating international and external, information risk management, contract negotiation, among other issues.

Providing hard-to-locate information in a timely manner is a key role for private law librarians. Typical reference services include database searching, bibliography preparation, client development, and marketing support. Private law librarians commonly conduct research in non-legal areas such as corporate, financial, market, medical, and news. Finally, private law librarians use their Information Science skills to manage their parent institution's business records, litigation dockets, and in-house educational programs.

V. THE LIBRARY “DR. JORGE CARPIZO” OF THE INSTITUTE OF LEGAL RESEARCH OF THE UNAM

On May 7, 1940, the *Instituto de Derecho Comparado* (Institute of Comparative Law) was founded and since then one of its objectives has been to form a library specialized in legal disciplines. In its beginnings, the library was in an office on Article 123 Street, Colonia Centro. By 1945 it was moved to the annex of the Escuela Nacional de Jurisprudencia (*National School of Jurisprudence*), in San Ildefonso and during 1954 it was moved to Tower I of Humanities. On December 15, 1967, the Institute of Comparative Law changed its name to Instituto de Investigaciones Jurídicas (*Institute of Legal Research*). From 1976 to 1986, the Institute's Library occupied the fifth floor of Tower II of Humanities. Since July 31, 1986, it occupies the current building in the City of Research in Humanities of Ciudad Universitaria. In 2006, at the initiative of Dr. Diego Valadés, at that time Director of the ILR, he acquired the name of “Dr. Jorge Carpizo”.²⁰

Eighty years after its creation, the Institute of Legal Research of the National Autonomous University of Mexico maintains 13 lines of institutional research, which are the next:²¹

- 1) Rights, Social Conflicts and Politics.
- 2) Rights, Migrations and Mobilities.

²⁰ Breve introducción a la historia de la biblioteca “Dr. Jorge Carpizo”, available at: <https://www.juridicas.unam.mx/biblioteca-dr-jorge-carpizo/acerca-de>.

²¹ See all on: <https://www.juridicas.unam.mx/investigacion>, consulted on April 19, 2021.

- 3) Roman Law and Romanist Tradition.
- 4) Law and Informal Economy.
- 5) Judicial Structures.
- 6) Methodology of Legal Research and Law Teaching.
- 7) Energy Law.
- 8) Towards a State of International Law.
- 9) Institutions, Political Representation and Democracy.
- 10) Regulation and Economic Law.
- 11) Promotion and Protection of Children's Rights.
- 12) Accusatory Penal System in Mexico.
- 13) Legislative Transparency, Accountability and Democracy.

We mention these current lines of research to show that the legal research carried out at the ILR has also been influenced by the circumstances and movements that have shaped contemporary history. At the same time, we want to note that the LILR has dedicated great efforts to keep up to date; even in some subjects it has marked the guidelines, the trends and has promoted the most innovative intellectual positions and provided the bases of the most innovative legal, political or social institutions.

Part of these efforts has been the development of the bibliographic collections and collections that the LILR protects and preserves. During its existence, the LILR has provided adequate legal information and updated publications, through its physical and digital libraries, to multiple generations of researchers and students throughout the country. This has resulted in scientific documents of high academic quality and many of these same investigations have been the starting point to create legal institutions; public policies, rules and legislation on various topics and, above all, the appropriate conditions to put them into legal practice.

The objectives of the LILR are listed in article 3o. of its Regulations:²²

Article 3. The Library aims to:

I. Select and acquire the printed and digital documentary material required by the users of the Library;

II. Develop representative collections of the various contents of human knowledge and, especially, of legal research;

III. Inform the community and disseminate among it, the available library and information services, in particular, new acquisitions and information resources;

²² Available at: https://archivos.juridicas.unam.mx/www/site/BIbIDrJC/reglamento_biblioteca/Reglamento_Biblioteca_Abril_2016.pdf, consulted on April 23, 2021.

IV. Organize the collections according to international library norms or standards;

V. Apply academic criteria for the planning and provision of library and information services of the Institute;

VI. Provide library and information services and ensure that they are provided to users in an efficient and timely manner;

VII. Promote the use of information and communication technologies to offer automated and digital library services;

VIII. Guide and instruct users in the optimal use of available library and information resources and services, in such a way as to stimulate study, research, the dissemination of culture and university extension;

IX. Extend library and information services to users with disabilities;

X. Preserve knowledge through its printed and/or digital collections.

To meet these objectives, the LILR has been developing a series of policies, activities, resources and services that allow it to satisfy the needs and expectations of its users.

VI. GENERAL COLLECTION

It is the main collection kept at the LILR. It has more than 120,000 volumes dealing with legal issues in all branches of law. It also has titles in other related subjects in the area of the humanities; This circumstance reflects the multidisciplinary nature of the research currently carried out at the ILR.

Since its creation, it has been increased through purchases from academic and commercial publishers, receipt of donations, as well as exchanges with university and research institutions similar to the ILR, both national and foreign; and lastly, it also safeguards all the academic production of the ILR itself.

Users will find one of the largest legal collections in Latin America, classified in its entirety with its own system, created in the ILR and analysed by means of descriptors and topics that are constantly updated to more faithfully reflect the evolution of various legal institutions, both in Mexico and abroad. It should be noted that the updating of the descriptors is done by the academic technical staff in exchange and consultation with the researchers, that is, staff with a high academic level.

The collection is dynamic, it is increased and purged; it is updated and refocused; tries to cover all legal topics, following the most classic trends and at the same time including the latest news on the most recent topics,

trying to include titles of the most important legal systems in the world, and it has a very well structured and coherent organization that makes it easy to access the books.

In addition to Law topics, the collection is complemented by science titles and related branches of knowledge, such as: Philosophy, History, Sociology, Political Science, Criminology, International Relations, Economics, Higher Education, Public Administration, Anthropology, Religion, among others. others.

Because the LILR is a closed-shelf library, users do not have direct access to the books, but must request them by means of a ticket from the library staff, who then locates them within the collection and delivers them to the users. Although it must also be recognized that the library staff is aware of the needs of the service, and for this reason they carry out their work with the greatest efficiency and care.

VII. PERSONAL LIBRARIES

A personal library can be considered as the map of the construction of thought and the professional career of a person, who in this way turns out to be a kind of curator who reflects in the collection his tastes,²³ passions and interests reflected in the motivation to acquire or receive each of the titles he has collected.

In addition, its intrinsic value increases when special pieces are added due to very diverse circumstances, such as having unique or commemorative editions, autographed copies, works from previous centuries, titles published abroad, classic works in their original languages, print runs out of commercial circulation, volumes with capricious shapes or bindings, etc. These characteristics make each Personal Library unique and provide the opportunity to better understand the intellectual companions of its owner.

The LILR protects and preserves a series of 27 personal libraries that complement one of the most important legal collections in the country. Having been donated at the disposal of their owners or their heirs, these personal libraries have enriched the BIJ collection and have made it the owner of various documents that are of high academic and material value.

²³ Biblioteca de México, “Bibliotecas personales”, Secretaría de Cultura, available at: https://www.bibliotecademexico.gob.mx/info_detalle_mx.php?id=117&area, consulted on April 28, 2022.

VIII. ANTIQUE FUND

In the LILR, the most striking documents are the old and rare books, which include original documents from the colonial era, the independence and the Mexican revolution. The paramount importance of several of these documents has led to the decision to digitize them to make them available to researchers and legal scholars, while at the same time keeping them in the best conservation conditions.

Among the most representative titles of the collection we can mention:

- *El Fuero Viejo de Castilla*.
- *Elementos del derecho público de la paz, y de la guerra, ilustrados con noticias históricas, leyes, y doctrinas de el derecho español*, by Joseph de Olmeda y León.
- *Las Partidas*, glossed by Gregorio López de Valenzuela.
- *Las Recopilaciones de las Leyes de Indias*.
- *El fuero real de España, diligentemente hecho por el noble rey don Alonso Noueno*, by Alonso Díaz de Montalvo.
- *La Curia Philippica*, by Juan de Hevia Bolaños.
- *Papiensis iurisc praeclarissimi, regiae cathol maiest. redituum extraordinarium prafidis ac fecretioris intimique confily Confiliarij Mediolanerfis, & Olim in nobilissimo Gymnafio Patauino iuris Cefarei Interpretis primary, de adipiscenda, retinanda, et recuperanda possessione, doctissima commetaria. item resposae cause fnariensis, a multis Italia celeberrimis I.C. Collegiis redita, eodem auctore edita*, by Giacomo Menochio.
- *La Colección completa de las disposiciones legislativas, expedidas desde la independencia de la República*, by Manuel Dublán and José María Lozano.
- *De magistratibus eorum imperio, et iurisdictione tractatus in duas partes distinctus*, by Garsia Mastrillo.
- *Nuevo febrero mexicano: obra completa de jurisprudencia teórico-práctica*, by Mariano Galván Rivera.
- *Syntagma iuris vniuersi atque legum pene omnium gentium et rerumpublicarum praeceparum, in tres partes digestum*, by Pierre Gregoire, one of the oldest.
- *El Diccionario razonado de legislación civil, penal, comercial y forense*, by Joaquín Escriche, among others.

The Ancient Fund collection is also available to users for consultation, although due to the physical characteristics of the documents, their state of

conservation and in some cases the fact that they are unique documents, it is necessary to follow some rules of care and precaution to ensure its due protection, care and preservation.

A great special project is currently underway to digitize all the works that are included in the Ancient Fund, with the double objective of: first, maximizing access to these materials by users anywhere in the world, through their dissemination on the page of the ILR University Repository; and second, to facilitate the conservation of the materials in their original state, making only the interventions that are strictly necessary for their care and restoration.

IX. JOURNAL LIBRARY

The Journal Library is made up of periodic academic publications from more than 50 countries; integrating more than 2,400 titles in more than 110,000 issues. For a faster and more efficient location, the own classification system allows the analysis and description of each of the articles contained in each issue. Throughout these years of work, more than 460,000 articles written in more than 12 different languages have been catalogued.

In the same way as the General Collection, the Journal Library is in constant movement and updating. It is intended to reflect both the most recent trends in legal development and research, as well as the points of view of the most classic topics and doctrines of Law. That is why it is also nourished by exchanges, paid subscriptions and donations, same that are reviewed each year to ensure diversity, usefulness, relevance, timeliness, use, projected useful life and continuity of each title; that are more suitable for the user profile.

Because of periodicals contain the latest news and studies, they are often the most used by users. In such a way that its consultation is more frequent and the statistics of use allow to know and anticipate the thematic tendencies to be able to channel the development of the Journal Library in consonance with the evolution of the Science of Law.

Among the periodical publications that the LILR has, we can mention some of great prestige such as the following: *Yale Law Journal*, *Harvard Law Review*, *Revista Española de Derecho Constitucional*, *Cuestiones Constitucionales*, *Recueil Dalloz*, *Cahiers de Droit Européene*, *Rivista Italiana di Diritto e Procedura Penale*, *Rivista Italiana di Diritto e Procedura Civile*, among others.

Like the General Collection, the Journal Library also has a closed shelf, so it is once again necessary for users to request the issues from the library staff by means of ballots.

X. SECTION OF LEGISLATION AND JURISPRUDENCE

The LILR got its collections and services greatly increased when, due to administrative adjustments; the old Department of Legislation and Jurisprudence of the ILR disappeared and the information it housed was transferred to it. In this section we can find the Official Gazette of the Federation (*Diario Oficial de la Federación*), as well as the newspapers and official gazettes of all the states of the country until the edition of the last current number. Old editions of national legislation can also be found.

Regarding jurisprudence, it is possible to consult the Judicial Weekly of the Federation and its Gazette (*Semanario Judicial de la Federación y su Gaceta*) in its printed edition. The foregoing is complemented by various collections of official legislative and jurisprudence editions from other countries, such as Spain, Peru, Italy, among others.

The importance of this collection lies in two aspects; first, that it makes possible an investigation into the various modifications that various laws have undergone in contemporary times. In addition, for trial lawyers, it is very useful to be able to consult previous legislation, since they deal with many matters in which legislation that has already been repealed or repealed or that has undergone modifications is applied, but that they are applied because they were in force at the time the events that gave rise to the trials in which they participate as defenders or advisors of one of the parties occurred.

The second aspect is that it allows for historical and comparative law research, since the user interested in the evolution of a legal institution can do so by going to original sources of foreign legislation and jurisprudence.²⁴

²⁴ One of the characteristics of Comparative Law is that it becomes the scope and the rationale of legislation in terms of its differences and possibilities of rapprochement that exist between the various legal systems. This will allow the progressive harmonization and unification of Law, as is already happening in some areas of law. In this way, it allows to obtain a satisfactory idea of the institution that is desired to know or of the legal systems or orders that are confronted or of the law in general. It is not the reason for this work to describe the characteristics of Comparative Law, however, we mention it because for a better understanding of the issues, it will always be necessary to go to the historical evolution of the legislation in each of the countries that are to be compared and in this way, the LILR owns very complete collections of foreign legislation. In the sense of deepening the importance of comparative law, see: Rojas Ulloa, Milushka Felicitas, “Importancia del Derecho Comparado en el siglo XXI”, Perú, Universidad de San Martín de Porres, 2004, consulted on April 18, 2022.

XI. THE SERVICES IT OFFERS

Next, we will describe the various services offered at the LILR:

1. *Consultation and reference*

These services are intended to provide the user with access to the information they need, either by providing them with the appropriate data and documents, or by training them in the management of the most appropriate information resources among those held by the LILR. When requesting them, the orientation, advice and support procedures for the user in the use of information resources, both physical and digital, are activated. In addition to making the dissemination of information possible, it also facilitates learning about the most efficient way of retrieving information.

They are available free of charge to internal users (staff working at the ILR; including Researchers, Academic Technicians, Confidential Staff and Base Administrative Staff, while their employment contract is in force; Visiting Professors or Researchers, Service Providers Social and Scholars while their assigned period or project is valid). They are also available to external users (those from other academic institutions and those who do not have any institutional link with the LILR) at a very affordable cost.

The first that we will describe is the “Bibliographic Search in the Aleph-UNAM System”, which consists of carrying out a search of bibliographic references of the materials in printed format that are located on the shelves of the LILR collections, it is requested by requesting the “ALEPH-UNAM BIDI-UNAM Systems Consultation Format”, available at the LILR.

In order to obtain better results, the user who requests it can have a brief interview with the assigned academic staff of the LILR, to discuss the topic they wish to consult, as well as describe the search criteria that fit their interests. Such criteria imply establishing temporal, geographic, author, linguistic, type of document and age limits.

The result can be delivered printed or sent by email and consists of a document in the form of a list that contains the bibliographic data of the printed documents that deal with the topics of interest to the user and that the user can request later at the service window.

The second service that we will describe is of recent creation, but it has drawn the attention from researchers and other users who have made use of this one for the facilities it offers when searching for academic information. The service is named “Search and retrieval of full-text documents from da-

tabases housed in the UNAM Digital Library” (or more simply “Search in BiDi-UNAM”).

It consists of searching, locating, obtaining and sending full-text electronic documents on a particular topic, which are available in the different databases that make up the UNAM Digital Library (*BiDi-UNAM*). The search and selection is carried out by academic staff specialized in both Law and Information Management.

Its objective is to satisfy the information needs of users through the retrieval of documents indexed in subscription databases hosted at BiDi-UNAM, including the following: BibLat (Bibliografía Latinoamericana, in English: Latin American Bibliography), Scielo (*Scientific Electronic Library Online*), Jstor (*Journal Storage*), Editorial Wiley, the directories DOAJ (*Directory of Open Access Journals*) and DOAB (*Directory of Open Access Books*) and Vlex (*Virtual Lex*), as well as the databases generated by UNAM in various subjects such as Social Sciences and Humanities (CLASE), in Science and Technology (PERIÓDICA), in Higher Education and Educational Research (IRE-SIE) and in all of UNAM’s own academic production (UNAM Institutional Repository (*Repositorio Institucional UNAM*)).

The main advantage for the user is the reduction of the time invested in the search for information, since the academic staff is the one who, in a personalized way, searches, retrieves, analyses, classifies and delivers the information that the user requires, since they are the expert. that knows and manages the various sources of information to retrieve the documents that are requested. In addition, it is able to suggest other services that it considers useful for the user, such as Analysis and verification of citations at researching products, News alerts, Selective dissemination of information, Preparation of bibliographies and User training.

Any internal user of the ILR can request it free of charge. Any other user of the LILR can request it with a cost that will be calculated depending on the type of information requested, the legal conditions established by the information providers, the number of documents retrieved and in some cases, the exchange rate of the day. It is also requested by requiring the “ALEPH-UNAM BIDI-UNAM Systems Consultation Format”.

The result is delivered in the form of access to electronic folders, which will contain the full-text electronic documents that have been selected and that will be fed gradually as the academic documents are located and classified, until the information that meets the established criteria is exhausted. by the user; along with an attached relationship listing the results obtained. Books, magazine articles, book chapters and, in general, any type of electronic document that can be located at BIDI-UNAM can be included. In

the same way as with the previous search, you can also limit the results with various criteria such as language, time period, publisher, place of origin, type of document, etc.

Documents can also be obtained from other databases and academic repositories that are under the “Open Access” modality (open and free access; either because they come from public institutions, or because their owners have so decided). The conditions of this service imply strictly complying with the provisions of the Federal Copyright Law and respecting the conditions of the respective information providers.

It is necessary to mention that, to refer to this type of resources, the terms “university repository”, “institutional repository”, “digital repository”, “documentary repository”, “thesis repository”, among others, are also used. For the purposes of this work we will use the term “academic repository”. To describe them we will resort to the General Directorate of University Repositories of the UNAM, which defines them as follows:

...they are technological platforms for the digital management of open access knowledge. They have storage, connectivity and access capabilities.

- Storage: hardware, software, methodologies and guidelines for storing, organizing and preserving digital content and its metadata.
- Connectivity: common communication protocols, exchange languages and data standards. They function as interfaces between repositories and other digital platforms.
- Access: user interaction with the repository through a portal for ingesting, consulting, viewing and downloading digital resources.

Repositories allow the integration, publication and linking of academic digital resources.

- Integration: the ability to gather and combine the different academic resources of the university, in a standardized way, to facilitate their unified consultation.
- Publication: making UNAM’s digital academic resources available to university students and society in general, through open access on the Internet.
- Linkage: strengthen collaboration with national and foreign institutions to increase the diffusion and dissemination of digital academic resources of the UNAM.²⁵

²⁵ UNAM, Dirección General de Repositorios Universitarios, “Repositorios digitales”, México, 2022, available at: <https://dgru.unam.mx/index.php/repositorios-digitales/>, consulted on April 10, 2022.

To complement this idea, we must mention that repositories are usually electronic platforms in which documents derived from scientific or academic research, teaching or bibliographic management activities of an institution are placed. These documents may include: books, book chapters, journals, magazine articles, scientific articles, presentations, participation in congresses, theses of students of various degrees, technical reports, patents and in general any work that is the result of the activities owned by the institution.

The most common is that the repositories are managed by a higher education institution such as universities or training centres; as well as public or private institutions, specialized in high-level scientific research. Its main objectives are: *a)* Facilitate access and dissemination of these documents derived from scientific or academic research activities to increase their visibility, and *b)* Contribute to the preservation of electronic documents deposited there.

Derived from the circumstance of not being commercial databases with large amounts of documents, the content of institutional repositories has been overlooked. However, a positive aspect that can be taken advantage of is that, as they are texts and works endorsed by various universities, they have a “quality filter”; since even student theses have gone through the review of a tutorial committee. This means that, although the number of documents is not very large, we can assume that their quality is high. For the purposes of the activities of this service, in terms of student theses, the search will be limited to those at the Doctorate level, as they are the ones with the highest academic value. It must be remembered that, being institutional information, it cannot always be found through conventional search engines.

FIGURE 1. ALEPH-UNAM BIDI-UNAM SYSTEMS
CONSULTATION FORMAT AND A RESULT DELIVERY EXAMPLE

INSTITUTO DE INVESTIGACIONES JURÍDICAS
DE LA UNIVERSIDAD NACIONAL AUTÓNOMA DE MÉXICO.
Biblioteca "Dr. Jorge Carpizo"
Formato de Consulta
Sistema ALFEN-UNAM
BID-UNAM

Nombre del Solicitante: _____

Dependencia o Entidad: _____

Teléfono: _____ e-mail: _____

Escriba la temática a consultar (puede guiarse con el Catálogo de Vóces) _____

Puede delimitar su búsqueda por:

Algun país(es) en particular _____

Período o año en particular _____

En idioma(s): _____

Indique la fuente de información que desea consultar

Monografías y capítulos ☐ Publicaciones periódicas ☐ Documentos electrónicos ☐ Todos los anteriores ☐

Indique el tipo de impresión que dese. _____

Impresión en papel	Impresión en microfilm
Costo: \$ 30.00	Costo: \$ 40.00

- Estas consultas tendrán hasta 20 hojas de extensión (aproximadamente 50 registros).
- Las que excedan esta extensión tendrán un costo adicional de 30 centavos, por cada hoja extra.

El tiempo límite para recoger su consulta es de 10 días hábiles.
Toda consulta deberá ser pagada al momento de solicitarla.

Realizó: _____ Fecha: _____

Recibió consulta: _____ No. de Recibo: _____

Nombre	Origen
001	Documento 1 de 49
No. de orden	00000444
Coordenación	0201-214 V1510 BUNAM
Fecha de creación	27943
Fecha de actualización	84-09085-10-0
Contenido	Congreso Estatal de Mayores Abogados (15- 2001- Madrid, España)
Uso	Mapa y pática - tratado de la paraprofesia desde la perspectiva de género / edición a cargo de Ida, Juan Varría Ponce
Clasificación	Sexología - Ochoa, 2002
Origen	361 páginas - Bibliografía
Formato	(PDF en abstract)
Temática	Discriminación sexual en la administración de justicia - España - Comunes
Sección	Discriminación sexual contra las mujeres - ¿Lucha o limitación? - Península - Comunes
Subsección	Mujeres - Conducto jurídica toxic, etc. - España - Comunes
Palabras clave	Viola Ponce, María José, autor
002	Documento 2 de 49
No. de orden	00000445
Coordenación	0201-0214 P BUNAM
Fecha de creación	62314
Fecha de actualización	49467
Origen	970-701-270-6
Uso	Catálogo Catastrófico. Gráfica 1981- actual
Clasificación	Prospección de género - caso de curules y niveles clasificados integrados - campo de estudio - oficina - España / Gráfica Gráfica Catastrófica
Temática	Mujeres - UNAM, Programa Universitario de Estudios de Género - M. A. Ponce, 2002
Origen	228 páginas
Formato	Libro (Las Ciencias Sociales. Estudios de género)
Sección	Feminismo
Subsección	Identidad sexual - Estudios interculturales
Palabras clave	Feminismo 1 de 49
No. de orden	00000446
Coordenación	0201-0214 P BUNAM
Clasificación	0201-0214 P BUNAM
Fecha de creación	62314
Fecha de actualización	49467
Origen	970-701-270-6

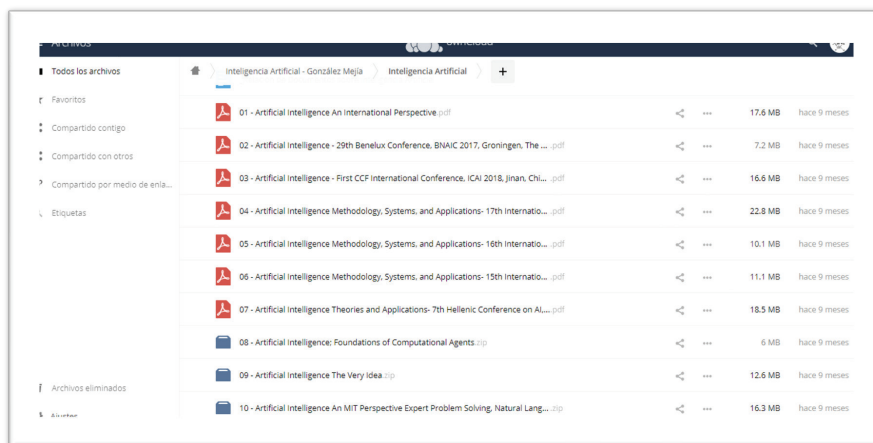
SOURCE: self made.

FIGURE 2. ASPECT OF THE RESULTS LIST EXAMPLE

Relacion de Documentos sobre Inteligencia Artificial.	
Título del texto	URL de origen
1. Artificial Intelligence An International Perspective	https://link.springer.com/pbdi.unam.mx/2443/content/pdf/10.1007%2F978-3-642-03226-4.pdf
2. Artificial Intelligence, 29th Benelux Conference, BNAIC 2017, Groningen, The Netherlands, November 8-9, 2017, Revised Selected Papers	https://link.springer.com/pbdi.unam.mx/2443/content/pdf/10.1007%2F978-3-319-76892-2.pdf
3. Artificial Intelligence, First CCF International Conference, ICAI 2018, Jinan, China, August 9-10, 2018, Proceedings	https://link.springer.com/pbdi.unam.mx/2443/content/pdf/10.1007%2F978-981-13-2122-1.pdf
4. Artificial Intelligence: Methodology, Systems, and Applications	https://link.springer.com/pbdi.unam.mx/2443/content/pdf/10.1007%2F978-3-319-44748-3.pdf
5. Artificial Intelligence: Methodology, Systems, and Applications; 16th International Conference, AIMS 2014, Varna, Bulgaria, September 11-13, 2014. <u>Proceedings</u>	https://link.springer.com/pbdi.unam.mx/2443/content/pdf/10.1007%2F978-3-319-10554-3.pdf

SOURCE: self made.

FIGURE 3. ASPECT OF THE ELECTRONIC FOLDER WHICH CONTAINS COMPLETE TEXT DOCUMENTS EXAMPLE



SOURCE: self made.

There is no limit of requests per user, this will depend on the topics and the number of documents that each one needs; although it is highly recommended to make a separate request for each topic.

2. Loan

It is the act by which the LILR staff gives the user a document free of charge so that he can use it for a certain time and return it at the end. In the case of the LILR, there are three categories:

- Loan in reading room: it is the one that is directed to internal or external users who attend the service window of the reading room of the LILR.
- Home loan: this modality is only available for internal users, that is, the staff that works at the ILR. Includes Researchers, Academic Technicians, Confidential Personnel and Base Administrative Personnel, while their employment contract is in force; as well as Visiting Professors or Researchers, Postgraduate Students, Social Service Providers and Scholars while their period, assigned project or

study plan is in force; when they attend the service window of the LILR reading room.

— Interlibrary loan: this category has two variants:

- a) The first is aimed at internal users who request documents available in other dependencies or institutions with which the LILR has a valid agreement; and
- b) The second is aimed at external users who come from an Institution with which the LILR has a valid agreement and who request documents available at the LILR.

3. *Reprography*

This service is provided to the general public who come to the LILR and consists of photocopying parts of the documents that are provided to users; and has two variants: 1) reprography on request, that is, users request it from LILR staff and they are the one who performs it and delivers the copies, upon payment, and 2) self-service reprography, carried out by the user himself in a previously programmed equipment and which is accessed by means of a prepaid card.

4. *Digital Modules*

This service is provided to the general public that attends the LILR and consists of providing a computer equipment, inside the reading room and that the user can use for academic activities. The computer equipments have the necessary packages pre-installed and internet access.

5. *Remote Access Key Request to BiDi-UNAM*

It is one of the main services of the Digital Library, since, by means of a key and password, access to all its online resources is allowed from any Internet connection outside the UNAM Network, without time restrictions. In principle, the service is only available to current users in the General Directorate of School Administration or in the General Directorate of Personnel of the UNAM; although passwords can be processed for personnel who do not belong to the UNAM community, as long as it is justified by a valid reason, such as a collaboration agreement with other educational ins-

titions; or, that the interested party is pursuing postgraduate studies or diplomas. These keys will be valid for one year, counted from their processing and will not have the possibility of renewal.

6. *Guided Visits*

The guided visit consists of leading a group of people through the LILR areas, explaining in a simple way what is in it. All the services it offers, the characteristics and requirements that are requested for its use are described, and any doubts about its operation are answered. It is an open invitation for visitors to continue attending the LILR, showing all the opportunities it offers.

Although it is true that in the first instance the services of the LILR are aimed at the academic staff of the ILR itself, they do not have any conditions to be available to external users. The doors of the LILR are always open to satisfy the intellectual curiosity of researchers, teachers or students from any educational institution, large or small, public or private, national or foreign.

XII. SOURCES OF INFORMATION

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