



Staff Training Week, Central Library of Charles University, 2026

Training Programme, April 13-17

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Monday, 13 April

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-11:30	¹ Rectorate <i>Ovocný trh 560/5, Prague 1, 116 36</i>	Welcoming; Introduction to the Central Library, university and library system at CUNI	Petr Urválek , <i>Head of the Central Library Director's Office</i> , email: petr.urvalek@ruk.cuni.cz
11:30-12:30		<i>Lunch, restaurant Na Čepu²</i>	
13:00-14:00	³ National Library <i>Mariánské náměstí 190/5, Prague 1, 110 00</i>	Excursion to the National Library	Dominika Pavčík Borbélyová , email: Dominika.PavcikBorbelyova@nkp.cz
14:00-15:00	City centre tour <i>Mariánské náměstí 190/5, Prague 1, 110 00</i>	A short tour across several highlights in the Old Town with the end at the Lennon wall ⁴	Pragolem tours , email: pragolemtours@gmail.com

¹ We will meet in front of the Karolinum building at 9:50. [Karolinum](#) is located near the subway station [Můstek](#) or the tram/subway station [Náměstí republiky](#).

² Restaurant [Na Čepu](#). Lunch isn't covered by the registration fee.

³ The excursion starts in front of the entry to the [National Library](#) besides the iron tree statue.

⁴ The tour is covered by the registration fee and it will end at the [Lennon wall](#).



Tuesday, 14 April

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-12:00	⁵Central Library <i>José Martího 407/2, Prague 6, 162 00</i>	Introduction to the Central Library venues, separated discussions with the Central Library departments according to your preferences	Central Librarian System Department, email: admin-alma@cuni.cz E-learning Support Centre, email: elarning@ruk.cuni.cz Open Science Support Centre, email: openscience@cuni.cz
12:00-13:00		<i>Lunch in the MBfood bistro⁶</i>	
13:15-14:15	Central Library <i>José Martího 407/2, Prague 6, 162 00</i>	Participants' introduction presentations, meeting the director	Radka Římanová, Central Library director, email: radka.rimanova@ruk.cuni.cz

⁵ The Central Library is located in the [Krystal center](#). The nearest subway station is [Nádraží Veleslavín](#), the nearest tram station is [Nad Džbánem](#). We will meet inside the building in the lobby at 9:50.

⁶ [MBfood Bistro](#). Lunch isn't covered by the registration fee.



Wednesday, 15 April

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-12:00	⁷ Faculty of Science, Na Slupi 433/16, Prague 2, 128 00	Visit to the chosen libraries at the Faculty of Science + botanical garden, greenhouse	Radka Lukášová , Administrator of faculty electronic information resources, faculty Coordinator of Open Access, email: radka.lukasova@natur.cuni.cz
		Free time / lunch according to your choice	
14:00-16:00	⁸ Faculty of Arts Nám. J. Palacha 1/2, Prague 1, 116 38	Excursion to the chosen libraries of the Faculty of Arts	Kamila Věšíňová , Director of the Faculty of Arts Library, email: kamila.vesinova@ff.cuni.cz Karolína Padělková , Jan Palach Library, email: karolina.padelkova@ff.cuni.cz

⁷ The Botanical Garden of the Faculty of Science is located near the tram station [Botanická zahrada](#). You will meet Radka Lukášová in front of the entry to the [Botanical Garden](#).

⁸ Colleagues from the [Faculty of Arts Library](#) will meet you in front of the main door to the building. The nearest [tram](#) and [metro](#) station is called Staroměstská.



Thursday, 16 April

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-12:00	⁹ Strahov Monastery Library, Strahovské nádvoří 132/1, Prague 1, 118 00	Guided excursion to the Library of Strahov Monastery	Ambrož Šámal , <i>Head of the Strahov Library</i> , email: ambroz.samal@strahovskyklaster.cz
		<i>Free time / lunch according to your choice</i>	
14:00-16:00	¹⁰ Faculty of Social Sciences, U Kříže 8, Prague 5, 158 00	Excursion to the Library of the Faculty of Social Sciences	Radka Scuhyňová , <i>Library of the Faculty of Social Sciences</i> , email: radka.suchynova@fsv.cuni.cz
18:00-?	¹¹ U Glaubiců, Malostranské náměstí 266/5, Prague 1, 118 00	Unformal meeting	

⁹ Strahov Monastery Library is located by the tram station [Pohořelec](#). The meeting point with your guide Ambrož Šámal is directly [this place](#) inside the complex. Please, be on the spot a few minutes in advance. Thanks!

¹⁰ The [Faculty of Social Sciences Library](#) is located near the [subway station Jinonice](#) or the so-called [bus stop](#). You will meet with Radka Suchyňová in front of the main entry.

¹¹ We invite you to meet also unformally in one of the oldest pub in the city [U Glaubiců](#). The nearest tram station is [Malostranské náměstí](#). I will wait for you in front of the pub 5 minutes before.



Friday, 17 April

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-11:00	¹² Prague Munciple Library	Excursion to the Central branch of Prague Munciple Library	
11:30-12:30	¹³ Faculty of Humanities, Pátkova 2137/5, Prague 8	Visiting the new building and the library of the Faculty of Humanities	Miriam Vojtíšková , <i>eResources, web, faculty Coordinator of Open Access</i> , email: miriam.vojtiskova@fhs.cuni.cz
		¹⁴ <i>Optional: We will end the training near some beautiful places, such as Prague Zoo, Prague Botanical Garden, and Troja Châtteu. We can recommend you visit one of them.</i>	

¹² The Central branch of the [Munciple Library](#) is close to the [tram](#) and [metro](#) station Staroměstská.

¹³ The Faculty of Humanities has its seat near the bus stop [Pelc Tyrolka](#). You will meet with Miriam Vojtíšková in front of the [main door](#). Please be careful: every bus stop in Prague is on request, so you need to press the stop button when you are going to get off before your stop.

¹⁴ [Prague ZOO](#), [Prague Botanical Garden](#).