



Staff Training Week, Central Library of Charles University, 2026

Training Programme, 12–16 October

The main contact: Eliška Krásná, Secretary, eliska.krasna@ruk.cuni.cz, +420 770162176

Monday, 12 October

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-11:30	¹ Charles University Rectorate <i>Ovocný trh 560/5, Prague 1, 116 36</i>	Welcome; 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	Kateřina Černá, email: Katerina.Cerna@nkp.cz
14:00-15:30	⁴ City centre tour <i>Mariánské náměstí 190/5, Prague 1, 110 00</i>	A short tour across several highlights in the Old Town	Pragolem tours, email: pragolemtours@gmail.com

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

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

³ The excursion starts inside at the cloakroom area.

⁴ The tour is covered by the registration fee.



Tuesday, 13 October

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-12:00	⁵ Central 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 Library Information System Department, email: admin-alma@cuni.cz E-learning Support Centre, email: ellearning@cuni.cz eResources Department, email: admin-eiz@cuni.cz Repositories and Digitization, email: admin-repozitar@cuni.cz
12:00-13:00		<i>Lunch in the MBfood bistro⁶</i>	
13:15-15:15	Central Library <i>José Martího 407/2, Prague 6, 162 00</i>	Participant's presentations, meeting the Director	Radka Římanová, Central Library Director, email: radka.rimanova@ruk.cuni.cz

⁵ The Central Library is located in the [Krystal centre](#). The nearest metro 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, 14 October

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
		<i>Free time / lunch according to your choice</i>	
14:00-16:00	Faculty of Science Na Slupi 433/16, Prague 2, 128 00	Visit to the chosen libraries at the Faculty of Science + botanical garden, greenhouse	

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



Thursday, 15 October

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
10:00-12:00	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, <i>Director of the Faculty of Arts Library</i> , email: kamila.vesinova@ff.cuni.cz
		<i>Free time / lunch according to your choice</i>	
14:00-16:00	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@strahovskyclaster.cz
18:00-?	¹⁰ U Glaubiců Malostranské náměstí 266/5, Prague 1, 118 00	Informal meeting	

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

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

¹⁰ We invite you to meet also informally in one of the oldest pubs 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, 16 October

Time	Place	Agenda	Lector(s) / Presenter(s) / Guide(s)
9:30 – 11:30	¹¹ Faculty of Social Sciences <i>U Kříže 8, Prague 5, 158 00</i>	Excursion to the Library of the Faculty of Social Sciences	Radka Suchyňová , <i>Library of the Faculty of Social Sciences</i> , email: radka.suchynova@fsv.cuni.cz
		<i>Free time / lunch according to your choice</i>	
13:00 -14:00	¹² Faculty of Humanities <i>Pátkova 2137/5, Prague 8</i>	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
		¹³ <i>Optional: We will conclude the training in the Troja area, close to several beautiful attractions, including Prague Zoo, the Prague Botanical Garden and Troja Château. We recommend taking the opportunity to visit one of them.</i>	

¹¹ The [Faculty of Social Sciences Library](#) is located near the [metro station Jinonice](#) and [bus stop](#). We will meet with Radka Suchyňová in front of the main entrance.

¹² The Faculty of Humanities has its seat near the bus stop [Pelc Tyrolka](#). You will meet 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.

¹³ [Prague ZOO](#), [Prague Botanical Garden](#), [Troja Château](#)