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Click on your **account name**:

The screenshot shows the website interface for opac.biblioteca.ase.ro. At the top, there are logos for the European Union, the Romanian Government, the European Social Fund, and the Ministry of Education. Below these is a navigation bar with 'Language: English' and 'Help'. The main header features the 'Tinrad' logo and 'Biblioteca ASE'. A user profile section on the right shows 'Welcome Nicoleta' circled in red, with a red arrow pointing to it. Below the header is a search bar with 'Go To Advanced Search' and a 'SEARCH' button. The main content area is divided into 'Top10 Borrowed Subjects' and 'Top10 Borrowed Authors'. At the bottom, there are book covers for 'MARKETING' and 'Management financiar'.

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From the main page of your reader account click on the **MY ACCOUNT** section and choose the **Messages** button:

The screenshot shows the user account interface for the ASE library. At the top, there are logos for the European Union, the Romanian Government, the European Social Fund, and the Ministry of Education. Below these is a navigation bar with 'Language: English' and 'Help'. The main header features the 'Tinr@ad' logo and 'Biblioteca ASE'. A user greeting 'Welcome Nicoleta' is visible on the right. The central navigation menu includes 'Search', 'External Databases', 'Recommendations', and 'My Account'. The 'My Account' dropdown menu is open, with 'Messages' highlighted in blue. Other menu items include 'Personal Details', 'Saved Searches', 'Recommendations', 'Reviews', 'Personal Lists', 'Transactions', 'Penalties', 'Losts', 'Claims return', 'Penalty cash', 'Penalty points', and 'history'. The main content area shows 'Messages [1]', 'Inbox [1]', and 'Sent [0]'. A sidebar on the right contains 'Edit Profile' and 'Change password' options. At the bottom, there are sections for 'Reviews [0]' and 'Saved Searches [0]'.

6 From the **Messages - Online forms** section, choose the **Request bibliographical assistance** form:

7 Write your request for online bibliographic references;

8 Click the **Send** button

9 **The answer** to your request for bibliographic references will be sent in a few working days and will be available in the **Inbox** section of your **reader account**.

ONLINE BIBLIOGRAPHIC REFERENCES SERVICE



<http://opac.biblioteca.ase.ro/opac/>

For more information, please access the BUES Library website:

<http://www.biblioteca.ase.ro>