



# **European Documentation Centres as privileged users of the new EU Bookshop website**

Brussels, 6 October 2017

Marina Tătărâm

EU Bookshop and CORDIS Unit

Client Management and Order Follow-up Team

Publications Office of the European Union

# What do we do?

- Inter-institutional service provider, evolving from traditional publisher to provider of information management services
- We publish EU law and other information from EU institutions, and we make it available for easy long-term access and reuse
- Three pillars of activities: production, access and reuse, long-term preservation
- We work for around 150 'author services' from EU institutions, agencies and bodies





*Content*



## Publications Office

*Identifiers*

*Proofreading*

*Layout & design*

*Metadata enrichment*

*Reuse*

*Dissemination*

*Long-term preservation*



*Online dissemination*



*Various media*



# Dissemination - main public online services



EUR-Lex

EU law  
[eur-lex.europa.eu](http://eur-lex.europa.eu)



EU Bookshop

General publications  
[publications.europa.eu/bookshop](http://publications.europa.eu/bookshop)



EU Open Data Portal

Open data  
[data.europa.eu/euodp](http://data.europa.eu/euodp)



Ted

Public procurement  
[ted.europa.eu](http://ted.europa.eu)



EU Whoiswho

EU directory  
[whoiswho.europa.eu](http://whoiswho.europa.eu)



CORDIS

Research and development  
[cordis.europa.eu](http://cordis.europa.eu)





**EU Bookshop**

# What is EU Bookshop?

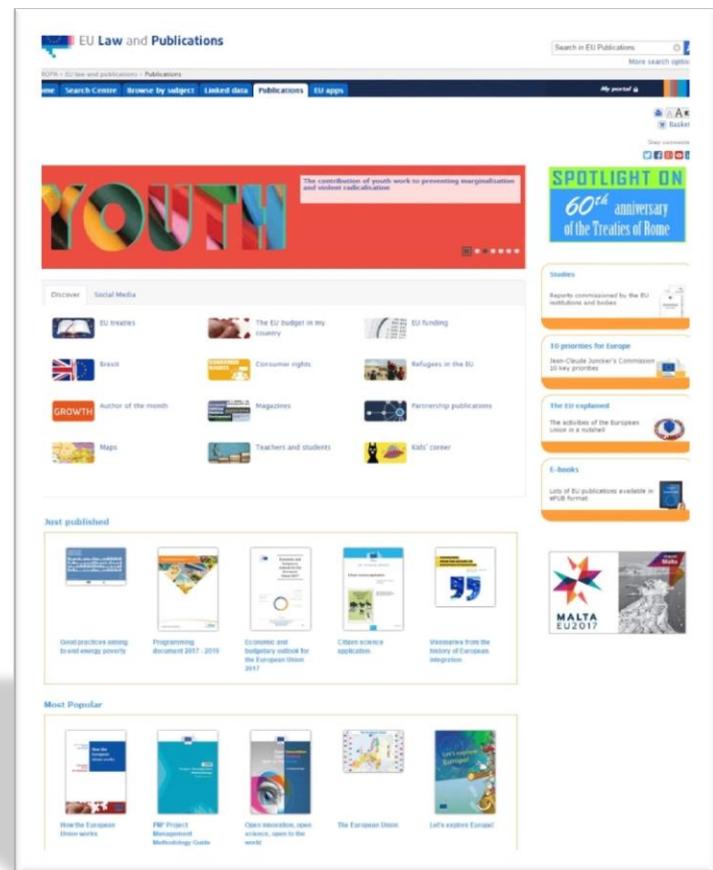
- online library, bookshop and archive since 1952
- books, leaflets, brochures, posters, CD-ROMs, DVDs, studies, e-books, etc.
- easy access to ca. **245.000** titles in **+50** languages
- free download of ca. **340.000** PDFs & ca. **35.000** e-books
- printed publications: free & priced (including print-on-demand)

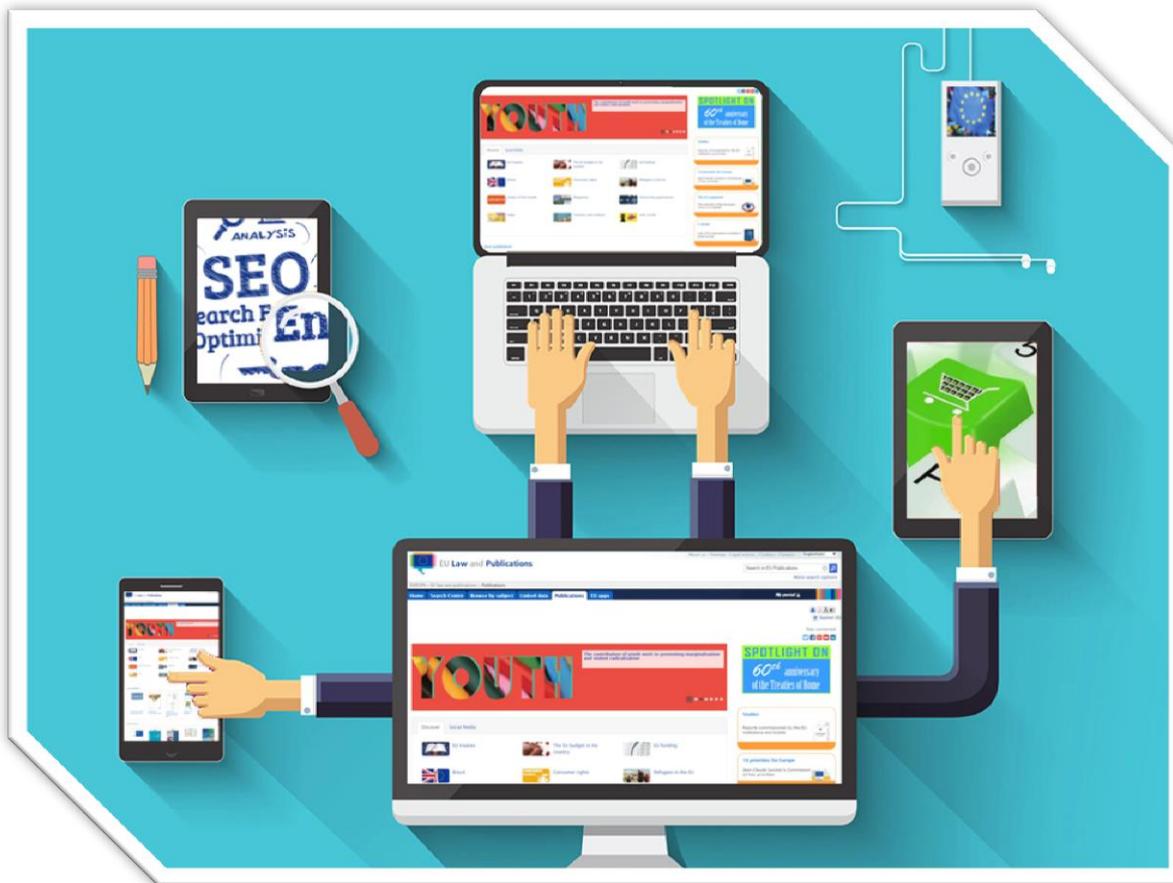


# After several months of parallel run, the old EU Bookshop was replaced by the new website at 8 AM on 14 June 2017

You can access the page via:

<http://publications.europa.eu/bookshop>





## Added value

Responsive web design, e-commerce module and SEO\*

---

\* search engine optimization



## New functionalities for all users

- ✓ Instant overview of the key publications covering policies and topical issues
- ✓ Easy access to web-based publications (HTML) responding to modern day publishing needs
- ✓ Easy ordering experience with real-time stock information
- ✓ Easy online consultation of a publication - no need to download
- ✓ Easy accessibility on any type of mobile device



## Deep linking

Most old links (DOI, catalogue number, themes, ...) redirect to the OP Portal.

Each publication page on the OP Portal proposes permanent links (based on the **CELLAR id**) and short links, as well as other features (RSS, alerts, etc.)

The structures below also work:

<http://data.europa.eu/doi/10.2762/24065>

[http://publications.europa.eu/publication/catalogue\\_number/KF-04-14-394-EN-C](http://publications.europa.eu/publication/catalogue_number/KF-04-14-394-EN-C)

<http://publications.europa.eu/publication/isbn/978-92-79-37316-9>

**N.B. publication: without "s"**

catalogue\_number (or other identifier - so must say which)

KF-04-14-394-EN-C: the actual number, including the language version and format (as copied from the back cover of our publications)

Below an example for legal documents (based on the CELEX number):

<http://publications.europa.eu/publication/celex/32004D0777>.





■ EU publications

## Healthy soil

### What's in it for you?

Soil is a fundamental natural resource that influences numerous policy areas. It is not only vital for a healthy environment but also essential to agriculture, and indeed the entire food sector. Without it, Europe's sustainable bioeconomy will not be able to grow. Being soil aware will also help regenerate formerly polluted sites, creating jobs and growth and helping to ensure that this precious resource – which after all, our planet is named after – is not wasted.

#### Publication details

#### Related publications

Published: 2016–12–08

Corporate author(s): Directorate-General for Environment (European Commission)

Themes: [Environment policy and protection of the environment](#), [Conservation of resources](#)

Subject: [conservation of resources](#), [environmental economics](#), [environmental protection](#), [exploitation of resources](#), [quality of the environment](#), [soil pollution](#), [soil protection](#)

	ISSN	ISBN	DOI	Catalogue number
PDF		978-92-79-61361-6	10.2779/832791	KH-02-16-907-EN-N
Paper (Leaflet)		978-92-79-61392-0	10.2779/578637	KH-02-16-907-EN-C

> **XX:** Pages: 00008 – Weight: 19.0 – Size: 0.8 x 297.0 x 106.0  
MM

This item is in your basket

Available language(s):

[BG](#) [ES](#) [CS](#) [DA](#) [DE](#) [ET](#) [EL](#) **[EN](#)** [FR](#) [GA](#) [HR](#) [IT](#) [LV](#) [LT](#) [HU](#) [MT](#) [NL](#) [PL](#) [PT](#) [RO](#) [SK](#) [SL](#) [FI](#) [SV](#)

Basket (1)

[Permanent link](#)  
[Metadata RDF](#)  
[Add to my publications](#)  
[Create alert](#)  
[My annotations](#)

[Share](#)

User rating ★★★★★

#### ▼ Similar publications

##### ■ [Soil, a key resource for the EU](#)

Soil is a key, largely non-renewable and very complex natural resource and yet it is increasingly damaged by certain ...

Published: 2011-01-21

Author: Directorate-General for Environment

Subject: [conservation of resources](#), [EU environmental policy](#), [soil pollution](#), [soil protection](#), [soil resources](#)

##### ■ [Down to earth](#)

##### [Soil degradation and sustainable development in Europe : a challenge for the 21st century](#)

Down to earth: Soil degradation and sustainable development in Europe A challenge for the 21st century Environmental...

Published: 2001-01-04

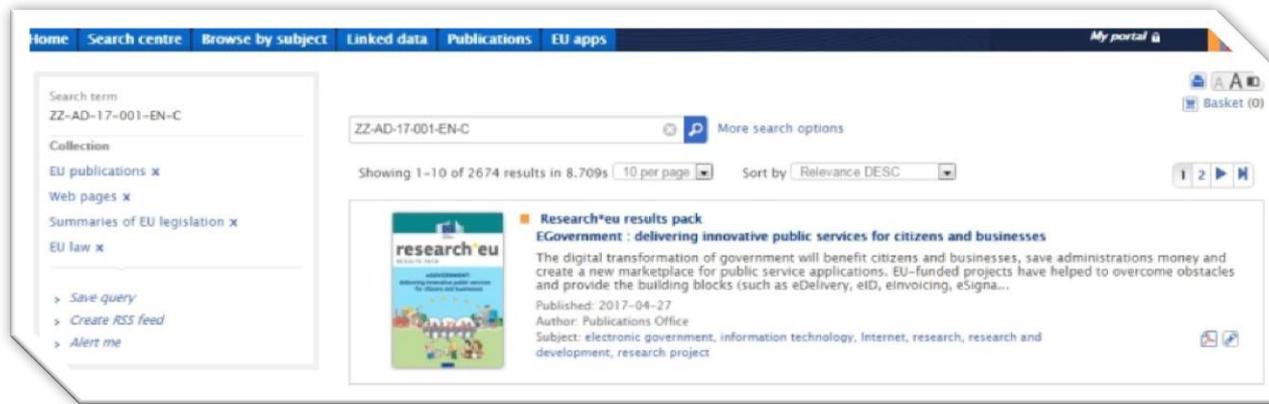
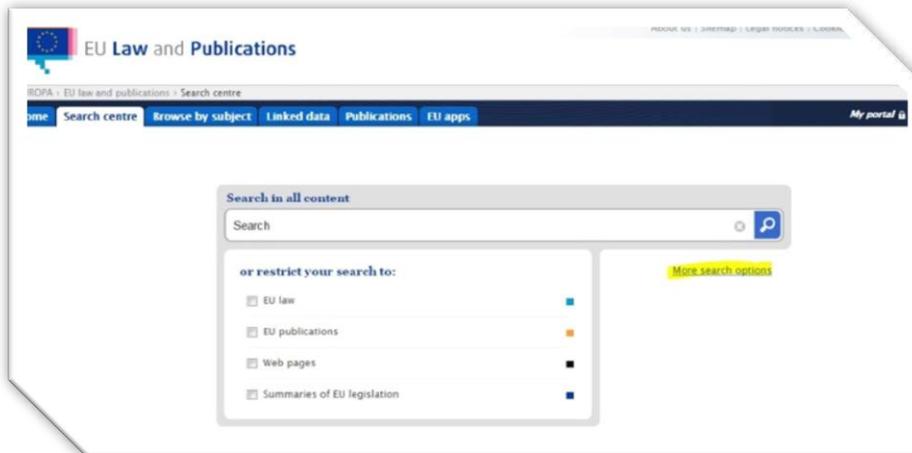
Author: European Environment Agency  
 Subject: [degradation of the environment](#), [EU environmental policy](#), [exploitation of resources](#), [management of resources](#), [natural resources](#), [soil pollution](#), [soil protection](#), [sustainable development](#)

##### ■ [Reports of the technical working groups established under the thematic strategy for soil protection VOL IV, Contamination and land management](#)

REPORTS OF THE TECHNICAL WORKING GROUPS ESTABLISHED UNDER THE THEMATIC STRATEGY FOR SOIL PROTECTION ...



# Easy search for a publication via the search centre of the OP Portal



# Search enhancements

- ✓ Improved findability of publications, with standardised inter-operable metadata
- ✓ Multilingual full-text search brings only relevant content
- ✓ Direct links between editions, periodicals and related publications

The screenshot shows a webpage for an EU publication titled "A digital single market in Europe". The page includes a cover image, a "Latest edition" label, and a brief description of the single market's benefits. Below the main text are tabs for "Publication details", "Related publications", and "Other editions (3)". The "Other editions" tab is highlighted with a blue underline. A red circle highlights a "Similar publications" section on the right, which lists "VAT aspects of cross-border e-commerce" and "Options for modernisation: final report. Lot 1, Economic analysis of VAT aspects of e-commerce".

EU publications  
**A digital single market in Europe**  
 Bringing down barriers to unlock online opportunities

Latest edition

The EU single market offers European citizens and businesses significant freedoms and rights — to travel, trade or operate across the EU. These freedoms in turn mean innovations have the widest growth and spread, and citizens have the widest choices and opportunities. But today an increasing number of products and services are going digital or online. Whether you're watching films or bidding for government contracts, shopping or studying, chances are you are (or could be) using online tools to do so. Europeans often face barriers when using such online tools and services. This is even though...

Publication details   Related publications   Other editions (3)

Published: 2016-07-19  
 Corporate author(s): Directorate-General for Communication (European Commission)  
 Themes: Intra-Community trade — Free movement of goods, Activities of the European Union  
 Subject: digital technology, electronic commerce, EU Member State, freedom of the press, single market, trade restriction

**PDF (WEB-OPTIMISED)**  
 ISBN: 978-92-79-52474-5  
 DOI: 10.2775/21279  
 NA-04-15-798-EN-1  
 353K  
 marc

Basket (0)

Permanent link  
 Metadata RDF  
 Add to my publications  
 Create alert  
 My annotations

Share

User rating ★★★★★

**Similar publications**

- VAT aspects of cross-border e-commerce
- Options for modernisation : final report. Lot 1, Economic analysis of VAT aspects of e-commerce

Over the last five years, e-commerce in Europe has grown by between 17% and 20% per year to become a key part of the dig...  
 Published: 2016-11-30  
 Author: Deloitte, Directorate-General for Taxation and Customs Union  
 Subject: consumer survey, cross-frontier data flow, economic analysis, electronic commerce, free



## New EU Bookshop - built from the CELLAR up... with widgets:

### *What is a widget?*



- A free and easy way to embed content from OP Portal into your website or blog
- If the content changes, so does the widget



# New EU Bookshop Widget types

## Selected publications



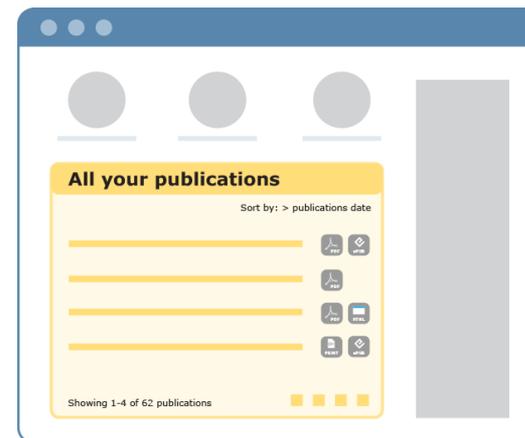
## Search form



## Publication details



## Result of a search



Create a new widget:  
 Search box widget  
 Search result widget  
 Selected publications widget  
 Publication detail widget

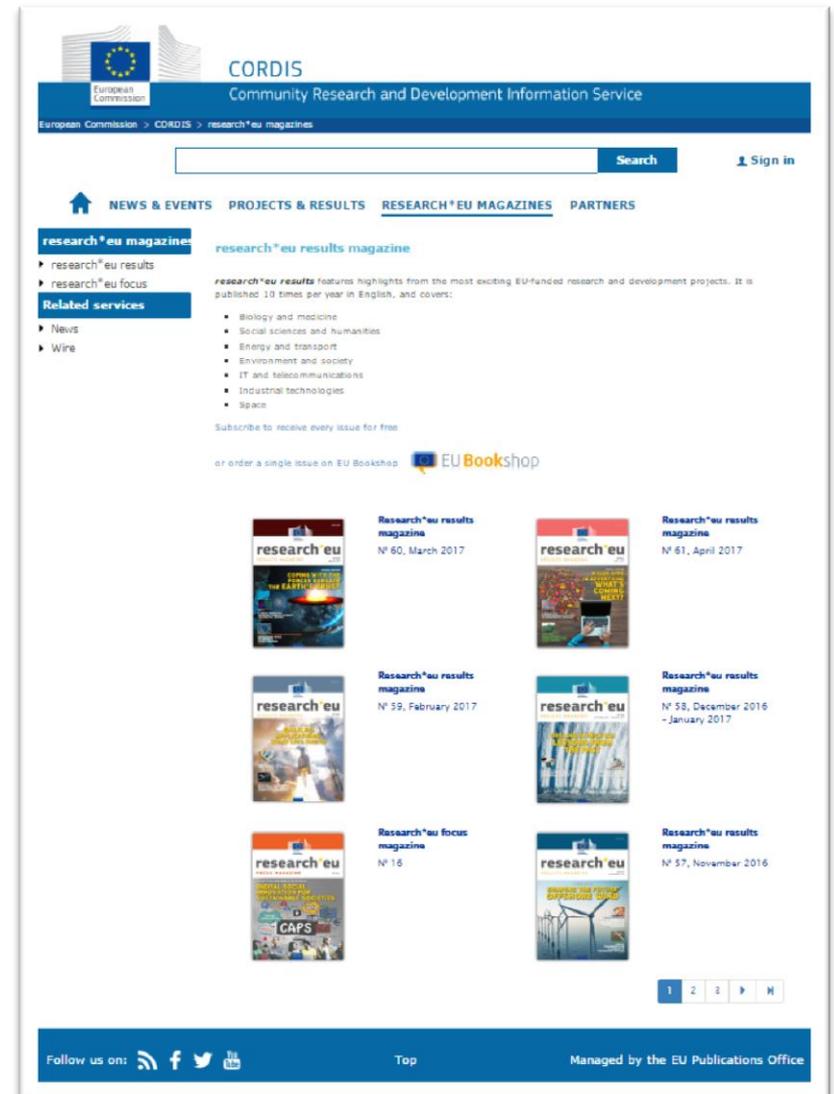


# Anyone can easily embed a widget into their web page or blog



	Research*eu results magazine N° 60, March 2017		Research*eu results magazine N° 61, April 2017
	Research*eu results magazine N° 59, February 2017		Research*eu results magazine N° 58, December 2016 - January 2017
	Research*eu focus magazine N° 16		Research*eu results magazine N° 57, November 2016

1 2 3 ▶ ▶▶



European Commission  
CORDIS  
Community Research and Development Information Service

European Commission > CORDIS > research\*eu magazines

Search Sign in

NEWS & EVENTS PROJECTS & RESULTS RESEARCH\*EU MAGAZINES PARTNERS

research\*eu magazines

research\*eu results magazine

research\*eu results features highlights from the most exciting EU-funded research and development projects. It is published 10 times per year in English, and covers:

- Biology and medicine
- Social sciences and humanities
- Energy and transport
- Environment and society
- IT and telecommunications
- Industrial technologies
- Space

Subscribe to receive every issue for free

or order a single issue on EU Bookshop

	Research*eu results magazine N° 60, March 2017		Research*eu results magazine N° 61, April 2017
	Research*eu results magazine N° 59, February 2017		Research*eu results magazine N° 58, December 2016 - January 2017
	Research*eu focus magazine N° 16		Research*eu results magazine N° 57, November 2016

1 2 3 ▶ ▶▶

Follow us on:     Top Managed by the EU Publications Office



## E.g., easy access to studies via the EU Bookshop homepage

The screenshot shows the EU Bookshop homepage with a navigation bar at the top containing links for Home, Search Centre, Browse by subject, Linked data, Publications, and EU apps. The main content area features a large banner for the 'CREATIVE EUROPE PROJECT RESULTS PLATFORM' and a 'SPOTLIGHT ON Globalisation' section. Below these are several 'Discover' tiles for topics like EU treaties, Brexit, Author of the month, and Maps. A 'Social media' section is also visible. On the right side, there are three featured sections: 'Studies' (highlighted with a blue circle), '10 priorities for Europe', and 'The EU explained'.

The screenshot shows the search results page for 'RIO country report 2016'. The navigation bar is identical to the homepage. Below the navigation bar, there is a 'Filter by:' section with checkboxes for 'All studies', 'Executive summaries', and 'Evaluations'. The results are displayed in a list format, showing the first two results for 'RIO country report 2016'. Each result includes a thumbnail image of the report cover, the title, the latest edition, a brief description, the publication date, and the author (Joint Research Centre). The results are sorted by 'Publication Date DESC' and show 1-25 of 8502 results.



## New functionalities for the Institutions, Agencies and EU bodies

- ✓ A more transparent access to public studies and evaluations
- ✓ Enhanced statistical reporting for author services
- ✓ Content embedded via 'widgets' into other websites foster synergies and efficiencies by reducing storage and avoiding duplicate information in various sites

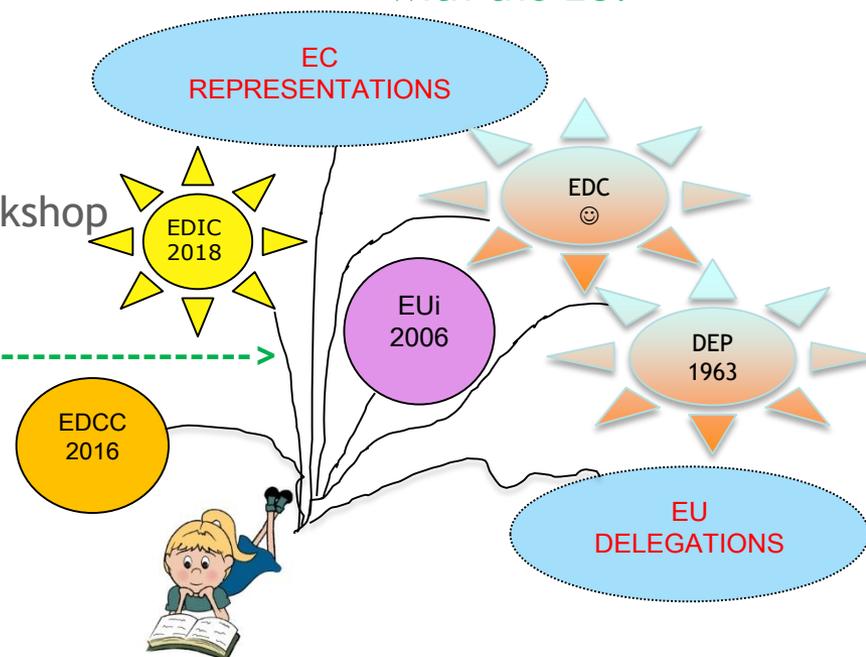


## How are printed publications disseminated?

### ■ via EU Bookshop:

- orders by **citizens** (1 copy if free of charge)  
ca. 25 % of all publications ordered via EU Bookshop
- bulk orders by **EU information multipliers** \*  
(each EU Institution/Agency decides and pays what, how many copies)  
ca. 75 % of all publications ordered

\* Accredited EU multipliers have signed conventions with the EU:



### ■ via other tools outside EU Bookshop

(mailing lists, ILMS, based on periodical or occasional surveys)



# DG ECFIN periodical surveys

Dear Sir or Madam,

Further to recent OP changes, DG ECFIN no longer keeps a central stock of its publications. Therefore, the only chance of obtaining hard copies from DG ECFIN is to respond to the surveys sent every three months to all EC Representations and Europe Direct centres. Please contact them if you are a third party institution and wish to order publications via the next survey. The previous survey was sent out on 1 July and closed on 17 July. The next survey will be sent out on 26 October and will close on 13 November.

<a href="#">Euro area map</a> (Poster)	<a href="#">A short guide to the euro</a> (Leaflet/poster)	<a href="#">The road to the euro</a> (Brochure)
		
KC0614057ENC (24 VL)	KC0614059ENC doi: 10.2765/10176	KC0614058ENC

Please note that due to budgetary constraints, the printing of 'United in Diversity' products was discontinued. Therefore, hard copies can no longer be ordered but can still be downloaded from the DG ECFIN website:

[http://ec.europa.eu/economy\\_finance/publications/general/index\\_en.htm](http://ec.europa.eu/economy_finance/publications/general/index_en.htm)





Selected publications (up to date, essential info, wide audience, sizable print run) can be made available for **direct bulk orders** by EU information multipliers up to the ceilings set by the respective author services: e.g., 100 copies per centre.

Rolled-up (rather than folded) **posters**, individual **postcards**, **bookmarks** and other such materials are **only** available to such multipliers.

The corresponding delivery costs are charged to the author services.

The new website offers **full transparency** on what you can order and why, depending on **available stocks** and your **remaining quotas**.

For each publication in a bulk order catalogue, the website shows the number of copies per logistical unit (box, tube or other).

Ideally, you should **try to order by box**, as it saves time and money if you do so, rather than count and pick a random number of copies.



# Sign in


[About us](#) | [Sitemap](#) | [Legal notices](#) | [Cookies](#) | [Contact](#)
English(en) ▾

Search in EU Publications  
[More search options](#)

[EUROPA](#) > [EU law and publications](#) > [EU Bookshop](#)

[Home](#) | [Search Centre](#) | [Browse by subject](#) | [Linked data](#) | [EU Bookshop](#) | [EU apps](#)

[My portal](#) 

[My portal](#) 
  
[Sign in](#) 
  
 or [Register](#)



## Sign in to EU Law and Publications portal



Using your  
EU law and publications account:

E-mail \*:

Password \*:

Remember me

 SIGN IN

- [Forgot your password? Request a password reset](#)
- [Don't have an account yet? Sign up now](#)



## Ceilings / quotas versus stock versus packaging unit

▼ Items in this catalogue: 24

Showing 11-15 of 24

5 per page ▼

Available language(s) All ▼

Sort by publication date ▼

14 ◀ 2 3 4 ▶ 11



### How the European Union works

#### Your guide to the EU institutions

This publication is a guide on how the European Union (EU) works. 'How the EU works' means how decisions are taken at EU level and who takes those decisions. At the heart of this decision-making process are the EU institutions — such as the Parliament, the Council and the European Commission which you may have heard of, and there are others. To show how the EU works, this publication ...

Published: 2014



► Paper: Pages: 44 — Weight: 372 g — Size: 21.5 x 25.4 cm

📄 Packaging unit: 10 copies

Available language(s): English ▼



EN	FREE	📖	⊖	20	⊕	(54)	↓	€ 0	✖
FR	FREE	📖	⊖	4	⊕	(96)	↓	€ 0	✖
DE	FREE	📖	⊖	10	⊕	(40)	↓	€ 0	✖

Orderable items 40

Stock 40/50

[Your quota](#) 90/100



## Ceilings / quotas for each title on the bulk order catalogues

By clicking on 'My basket' you can see the titles you have selected and modify the number of copies you would like to order.

(The maximum number per publication is 100 for the majority of titles, but more for some, such as 500 for the EU explained series, or 1000 for the 'Factsheets' series.)

**If you need more copies, please contact EU Bookshop or the relevant Author Service - [https://europa.eu/european-union/contact/institutions-bodies\\_en](https://europa.eu/european-union/contact/institutions-bodies_en).**

**These ceilings are valid for a period of 3 months, after which time, you can place another order up to the maximum for the title in question.**

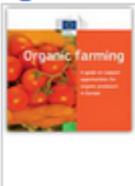


## Mid-screen tab with carousel display for the bulk order catalogues

Discover Social media **Bulk Catalogues**

### Agriculture

Publications on agriculture and rural development



[View all items \(11\) ►](#)

### Environment

Titles published on climate action and the environment



[View all items \(18\) ►](#)

### Research & Innovation

Titles published by DG CONNECT, CORDIS & RTD



[View all items \(15\) ►](#)

◀ ▶



## The bulk order catalogues are now 14 - split by author service

- ✓ Communication - Titles published by DG COMM (23 titles)
- ✓ The EU Explained - Series published by DG COMM (30 titles)
- ✓ Factsheets for citizens - (4 titles)
- ✓ Commission Representations - Titles published by the Commission's Representation Offices (13 titles)
- ✓ Agriculture - Titles published by DG AGRI (12 titles)
- ✓ Environment & Climate change - Titles published by DGs ENV & CLIMA (19 titles)
- ✓ Research & Innovation - Titles published by DGs CNECT, the Publications Office and CORDIS (15 titles)



...

- ✓ International Co-operation - Titles published by DGs COMP, DEVCO & ECHO (12 titles)
- ✓ Council of the EU (14 titles)
- ✓ Education & Finances - Titles published by DG BUDG, DG EAC, the External Action Service & the European Parliament (6 titles)
- ✓ Employment & Social Affairs - Titles published by DG EMPL (17 titles)
- ✓ European Statistics - Titles published by EUROSTAT (19 titles)
- ✓ Fundamental Rights & Internal Market - Titles published by DG GROW and the Fundamental Rights Agency (FRA) (17 titles)
- ✓ Regional Policies & Trade - Titles published by the European Ombudsman and DGs REGIO & TRADE (12 titles)



## How to follow up orders in EU Bookshop

1. Log in to EU Bookshop (<http://bookshop.europa.eu>) with your Username and Password [enter].
2. Then, on the right side, under “**My Portal**”, click on “**My profile**” and then in the menu on the left on “**My orders**” to display the list of your orders. You can see the orders sorted by date and you can reorder them as you wish.
3. By clicking on “view” next to each order, the order history is displayed, where you can see the current status of the order in question.
4. By clicking on one order number from the list of “My orders” you can display details concerning **the title(s), catalogue number(s), delivery address and invoice address** for that order.



## Please refer to the General conditions of dissemination and sale

You can have the publications sent to the address of your choice (e.g. a conference hall, a fair venue or a school).

Please indicate an address where there is a **reception desk** or a similar service that accepts deliveries during normal working hours.

Please also indicate the **telephone number and e-mail address of a contact person**.

The publications will normally be dispatched within 7 to 10 days, depending on your location, as mentioned in our *General conditions of dissemination and sale*:  
<http://publications.europa.eu/en/web/about-us/legal-notices/general-conditions-of-dissemination-and-sale>.

The publications from the bulk order catalogues are sent free-of-charge.

Some **customs fees** may be charged when sending publications to states that are not members of the EU.

Most bookmarks, postcards and posters are only available for online ordering by EU multipliers (privileged users such as the Europe Direct network) because of the disproportionately high distribution costs.





**Bulk catalogue orders are shipped for free,**  
regardless of the weight of the parcel.



**Please avoid mixing** bulk catalogue orders  
with other orders (priced or print-on-demand  
publications or single copies of free-of-charge  
publications not in any bulk order catalogue)  
**because you risk being charged shipping fees for the  
total weight of the parcel.**



## Belgium

### Postcode

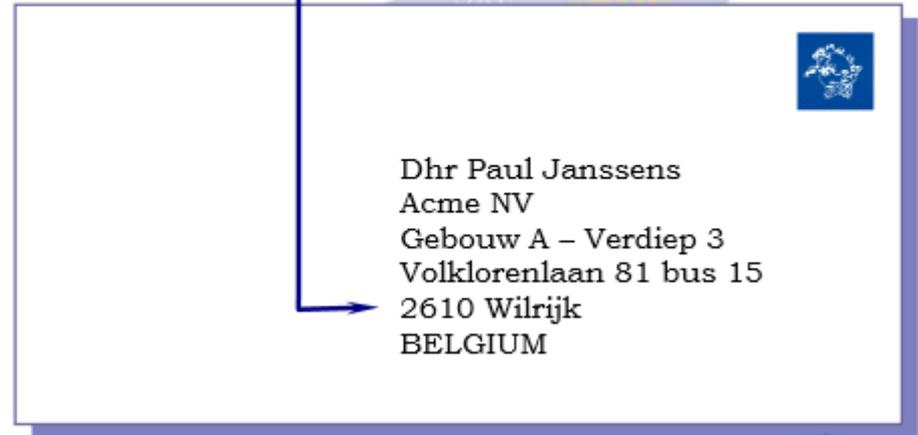
### Postcode type and position

4 digits to the left of the locality name.

### Coding method

2 6 1 0

- delivery office
- post office
- sorting sector



# Master account: Working together with colleagues

## User Preferences

- My profile
- My personalisation rules
- My publications
- My publications lists
- My widgets
- My searches
- My alerts
- My RSS feeds
- My annotations
- My ratings
- My orders
- My addresses
- Master users

The screenshot displays the 'EU Law and Publications' website interface. At the top, there is a navigation bar with links for 'About us', 'Sitemap', 'Legal notices', 'Cookies', and 'Contact', along with a language selector set to 'English(en)'. A search bar is located on the right side of the header. Below the header, a breadcrumb trail reads 'EUROPA > EU law and publications > User Preferences > Master users'. The main navigation menu includes 'Home', 'Search centre', 'Browse by subject', 'Linked data', 'EU Bookshop', and 'EU apps'. The user's name and organization are displayed as 'Your name or that of your organisation'. A 'Basket (1)' icon is visible in the top right corner.

The 'User Preferences' sidebar on the left lists various user settings, with 'Master users' highlighted. The main content area is titled 'Edit master user' and contains the following sections:

- User information:** Fields for 'First Name' (placeholder: 'Your first name or the name of your organisation') and 'Last Name' (placeholder: 'Your last name or the name of your organisation'). An 'Email address' field (placeholder: 'Your e-mail address or that of your organisation') is also present.
- User Groups:** A section for managing user groups, with a 'Name' field (placeholder: 'Code of your user group (DGCOMM\_CEUDIC, etc.)').
- List of attached users:** A section showing a message: 'The user has no user attached to it!' and an 'Attach user' button.

An 'Associate new user to master user' modal dialog box is open, featuring an 'Email address' field (placeholder: 'Your colleague's e-mail address') and a 'Save' button.

<http://surveys.publications.europa.eu/formserver/po/eubookshop/PUGuideEN2017.pdf>



## *We'll always need your help!*

- Usability testing exercise among privileged users (ongoing)
- Remote - online with video
- Testers are being asked to perform simple tasks (e.g., ordering)

Help us improve the design  
with your feedback and insights!



*If you would like to participate or just send us your feedback,*

*please contact us :*



[info@publications.europa.eu](mailto:info@publications.europa.eu)

