

Abstract

The goal of this bachelor thesis is to introduce tools, practices, and agendas used to build the library collection of the Municipal Library of Prague (further also MLP) and their relations. The thesis consists of six chapters and appendices. It includes the explanation of some internal terms used only in MLP. Later, the characterization and a brief history of the Municipal Library of Prague are exposed. The thesis also describes the processes taking place in the departments of acquisitions and library collections maintenance (purchase, resupply, displacement). More attention is given to the so-called attractive collection, its characterization, purchase, displacement, and lending, and selected sample of the attractive collection is used to show the function of the tools to build the collection. The thesis concludes with the possibilities of innovations in the field of building the collections in the Municipal Library of Prague.