English

THE BASIC GUIDE OF TOHOKU UNIVERSITY LIBRARY

2017 Tohoku University Main Library

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Tohoku University Library

Haginosuke
Library mascot

1. Introduction

Tohoku University Library

- Number of collections : 4 million
- History
  - June 1907 : Establishment of Tohoku Imperial University
  - June 1911 : Library was set up (current archive library, Katahira)
  - May 1949 : Re-establishment of Tohoku University (new system)
  - Nov 1973 : Main Library was moved to Kawauchi
  - 1987 : Information system was installed in the library
  - June 2007 : Tohoku University 100th anniversary
  - June 2011 : Tohoku University Library 100th anniversary
  - Oct 2014 : Full renovation of Main Library

Tohoku University Libraries

Main Library
(Kawauchi campus)

Medical Library
(Seiryo Campus)

Kita-Aobayama Library
(Aobayama Campus)

Engineering Library
(Aobayama Campus)

Agricultural Library
(Aobayama Campus)

Other Libraries
(Katahira Campus etc.)

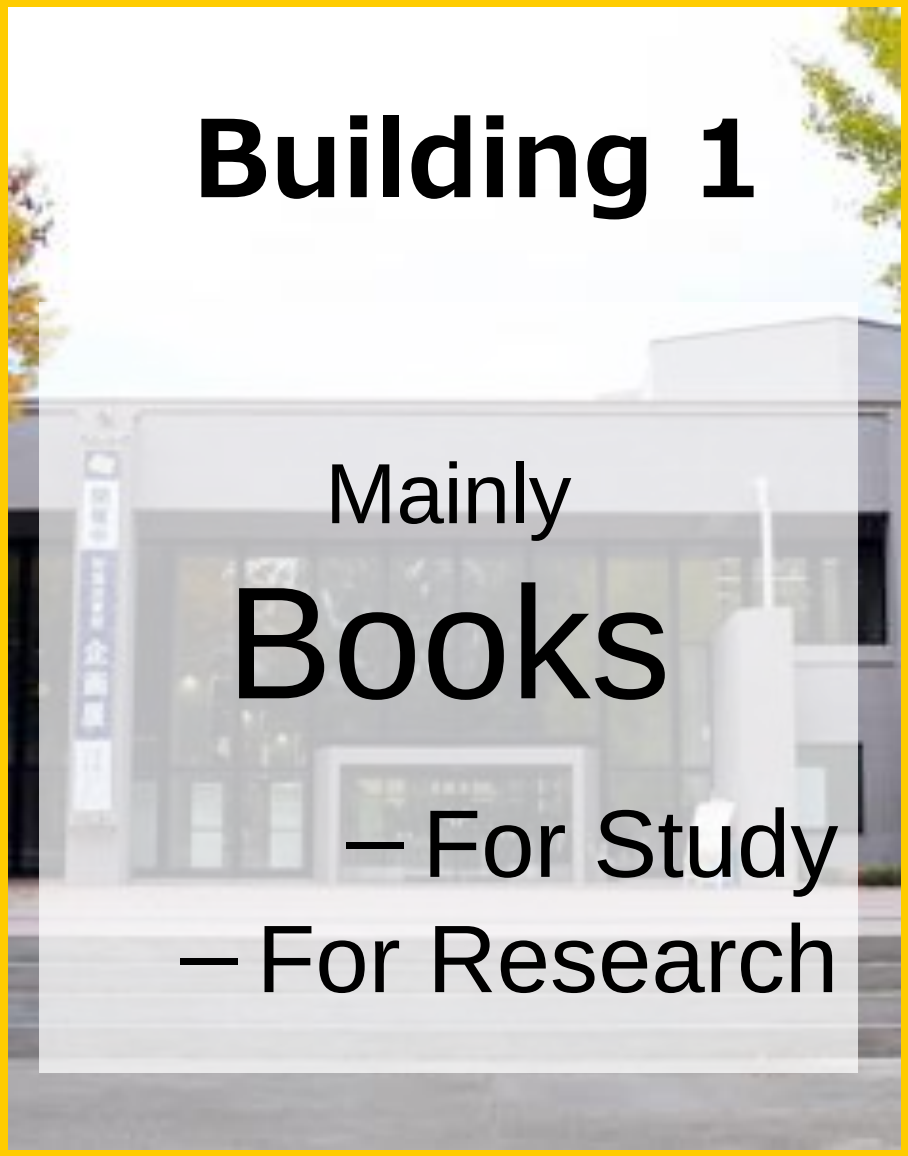
2. About Main Library

2-1. Basic Information

- Books for undergraduate students
- Books and materials on liberal arts and humanities
- Number of holdings: about 2.8 million

  （4 million in total in Tohoku University library)

Main Library consists of 2 buildings:



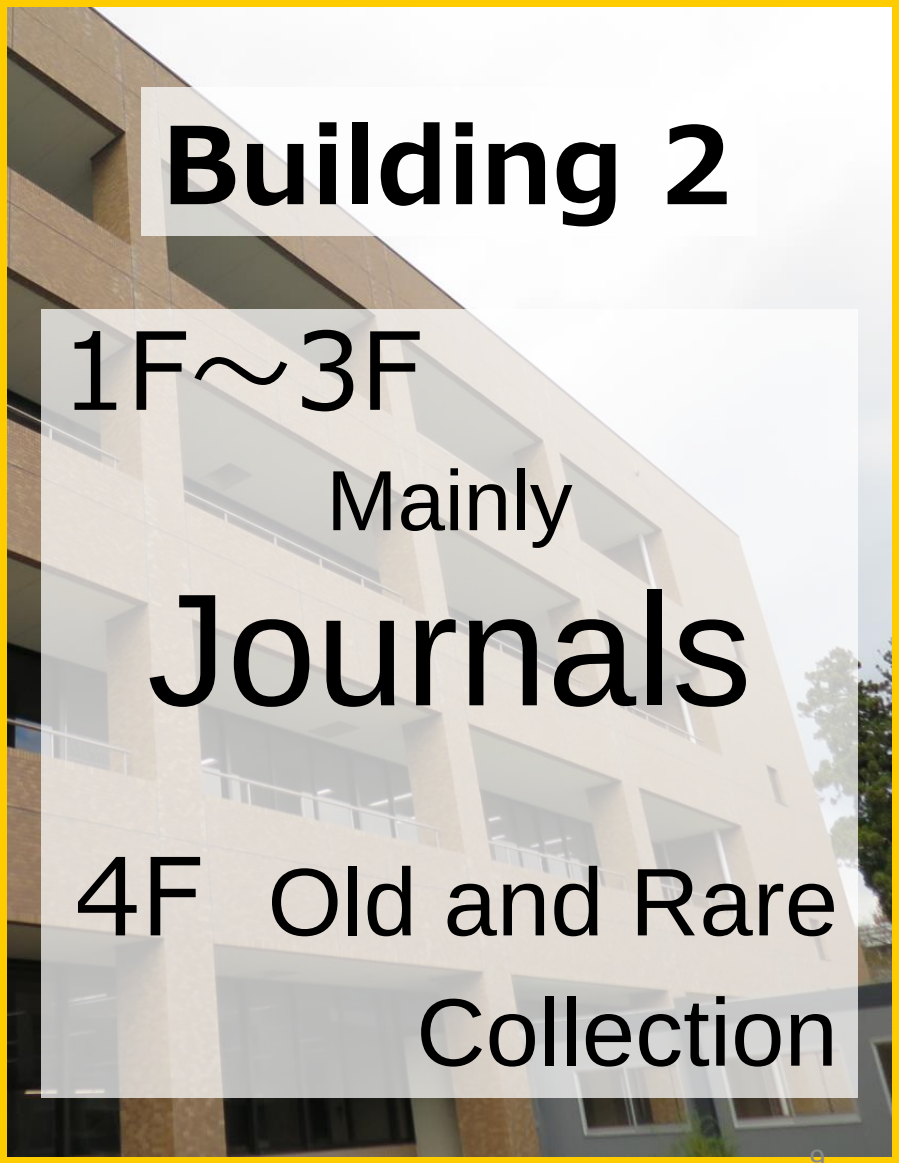
Building 1

Mainly

Books

– For Study

– For Research



Building 2

1F～3F

Mainly

Journals

4F Old and Rare Collection

Opening hours

- Weekdays
  - Building 1　8:00 ～ 22:00
  - Building 2　8:45 ～ 17:00
- Weekends / Holidays
  - Building 1　10:00 ～ 22:00
  - Building 2　Closed

＊The opening hours are different for each library

How to enter the library

You need to use your student or other identification card.

Student card
（Undergraduate/
Graduate Students）

Library card
（Research students
/Non-academic staff）

Employee ID card
（Faculty and
academic staff）

Lifetime membership card
of the alumni association

Reception counter

2-2. What you can do in the Library

Search for and read books

Online Public Access Catalog (OPAC)

Reading and perusing

Copy and borrow books

Photocopying

3 copy machines in building 1 and 2 in building 2

Borrowing books

A student card/library card is needed for use

Item limits and loan periods

	Student reading room	Stack room	Bound journals
Undergraduates	10 3 weeks	25 6 weeks	5 1 week
Graduate Students	10 3 weeks	50 6 weeks	5 1 week

- It’s possible to reserve books and extend loan period through “ My Library”.
- Loan conditions are different for each library.

Computers and wireless LAN

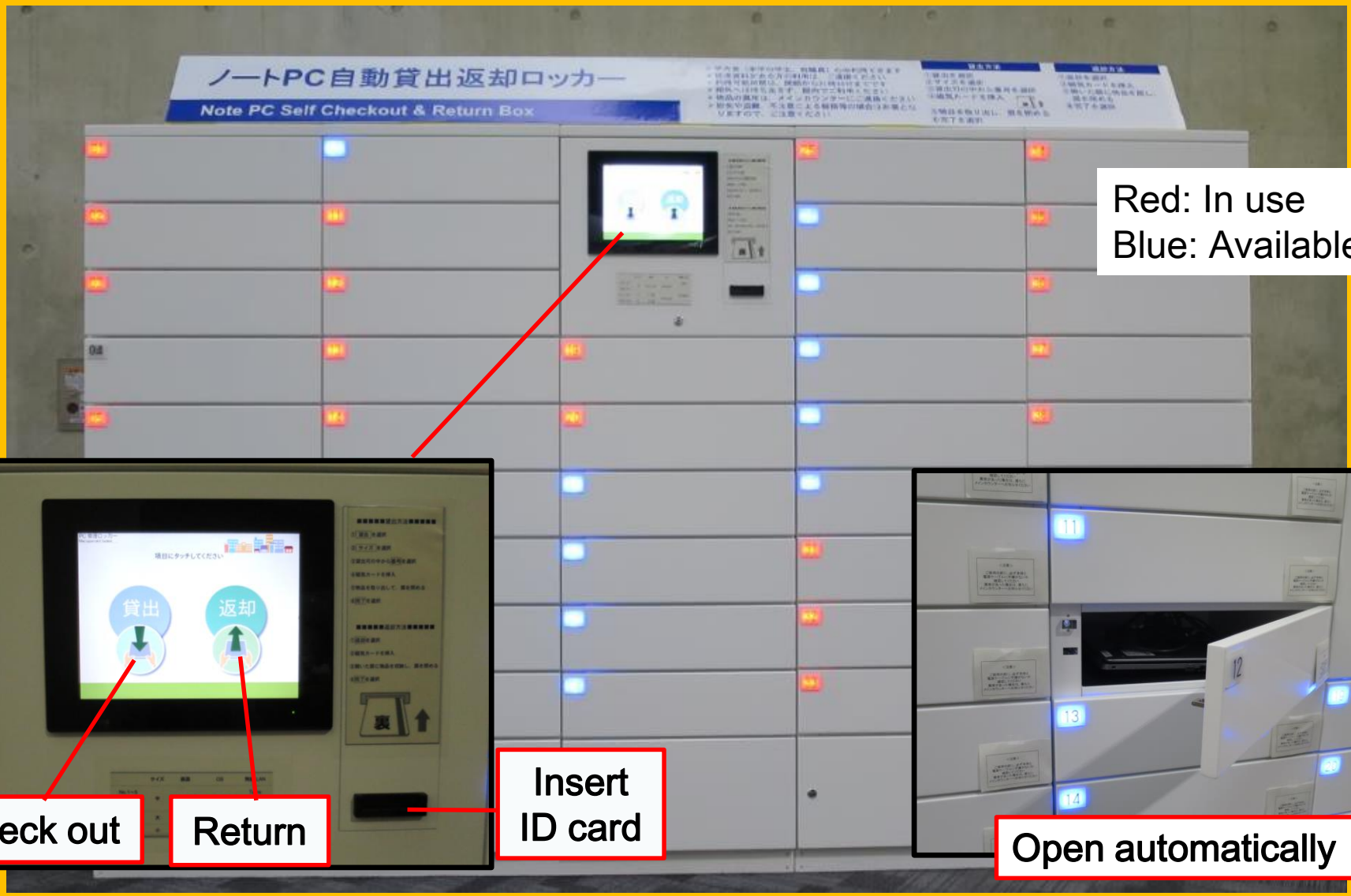
Internet access available（75）

Printer（With printing charge）

To connect to Wi-Fi, sub ID is required.
Ask at the reference desk for details.

wireless LAN

Laptop self-checkout & return machine



Study in group

Flexible Working Area

You can arrange desks and chairs here freely.

Study Box

Study box for group learning, comfortable environment for discussion.

Group Study Room

To use a group study room, you will need to make a reservation through “My Library”.

Consulting and Interlibrary loan

I want to borrow a book from other libraries

I don’t know how to search for books

I want to use the Wi-Fi

Ask at International Student Concierge

2-3. Floor Guide

Entrance

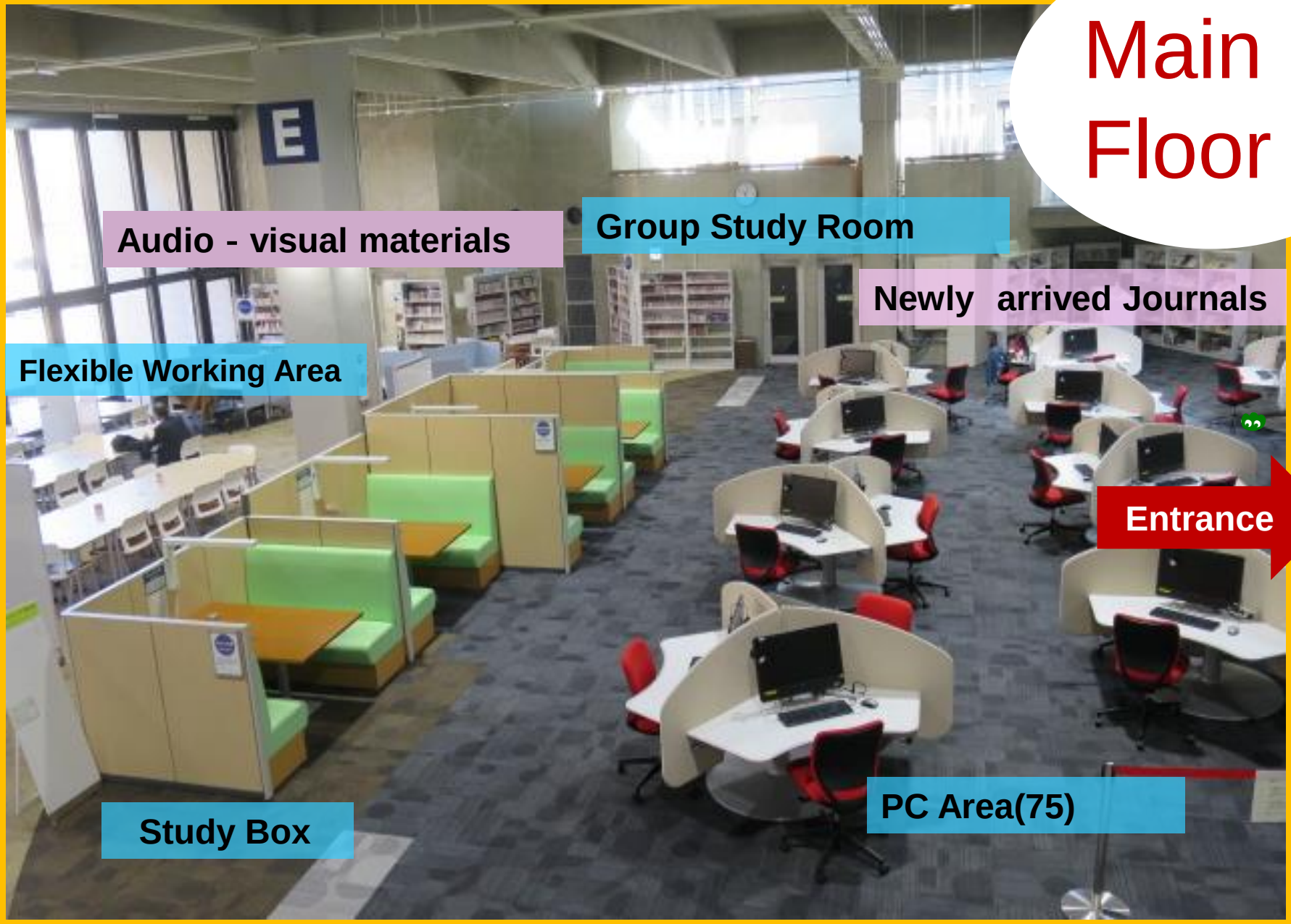
Exhibition Corner

Coffee Shop*

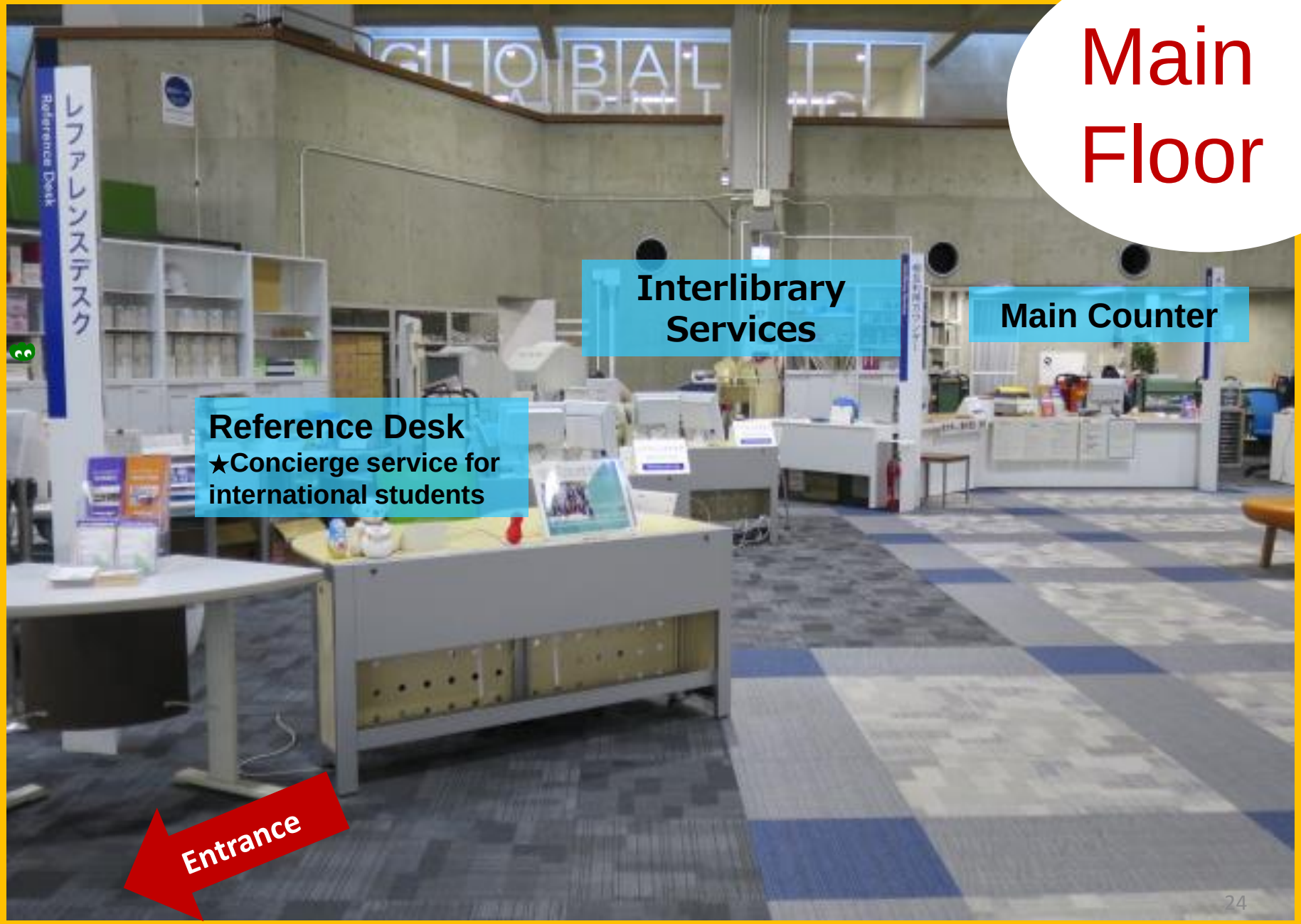
Multi-purpose Room**

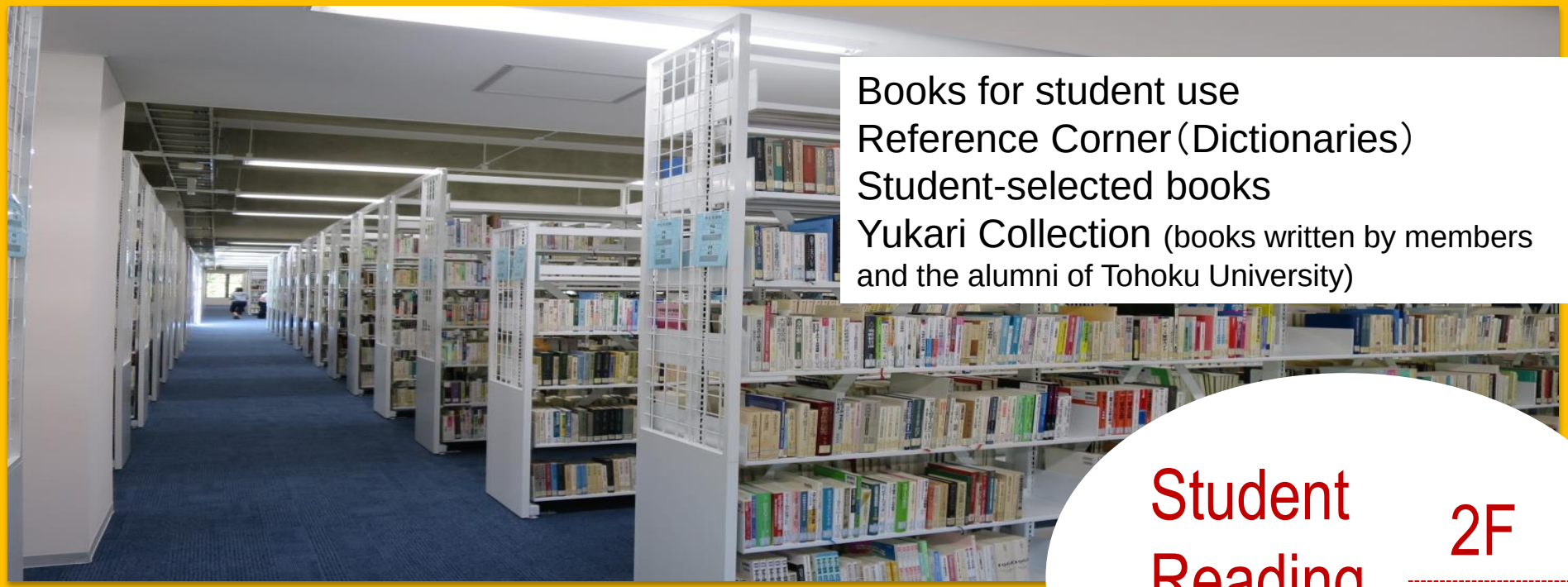
*Do not bring coffee and foods inside the reading rooms. →p.32 manners
**You can use the room for events, meetings etc. by prior application to the Main Counter.

Main Floor


Audio - visual materials
Group Study Room
Newly arrived Journals
Flexible Working Area
Entrance
Study Box
PC Area(75)

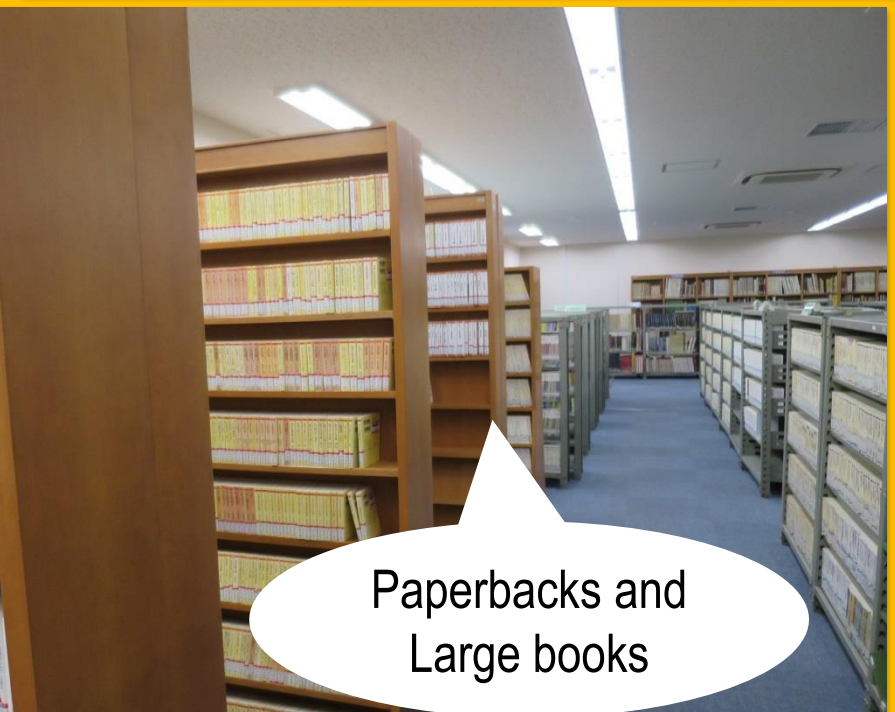
Main Floor


Interlibrary Services
Main Counter
Reference Desk
★Concierge service for international students
Entrance

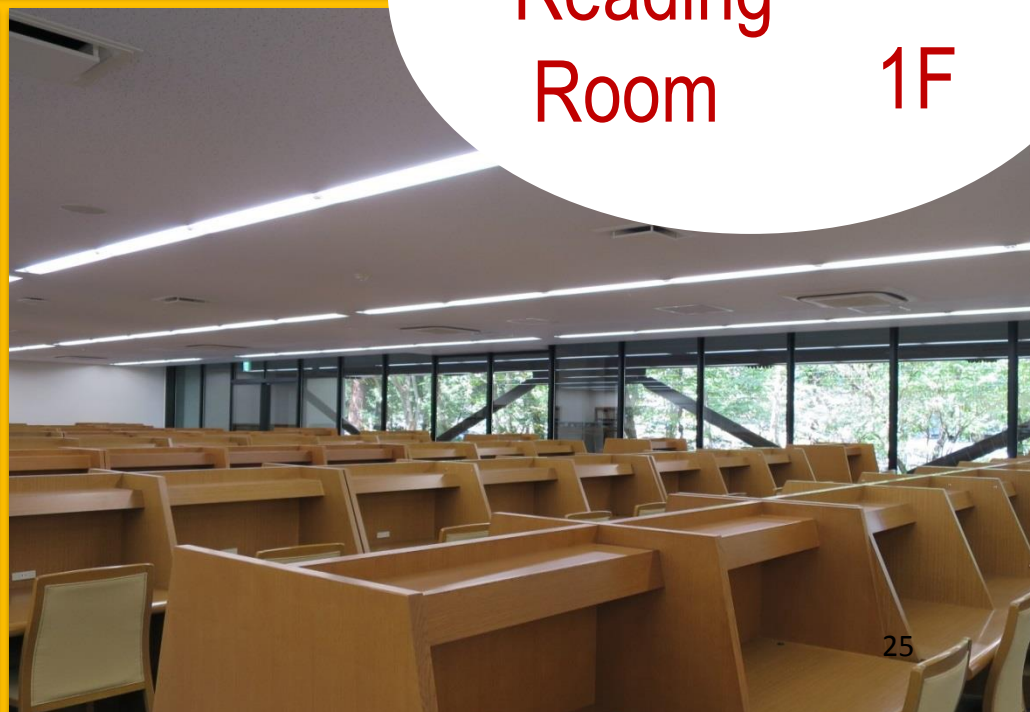


Books for student use
Reference Corner（Dictionaries）
Student-selected books
Yukari Collection (books written by members and the alumni of Tohoku University)

Student Reading Room
2F
1F



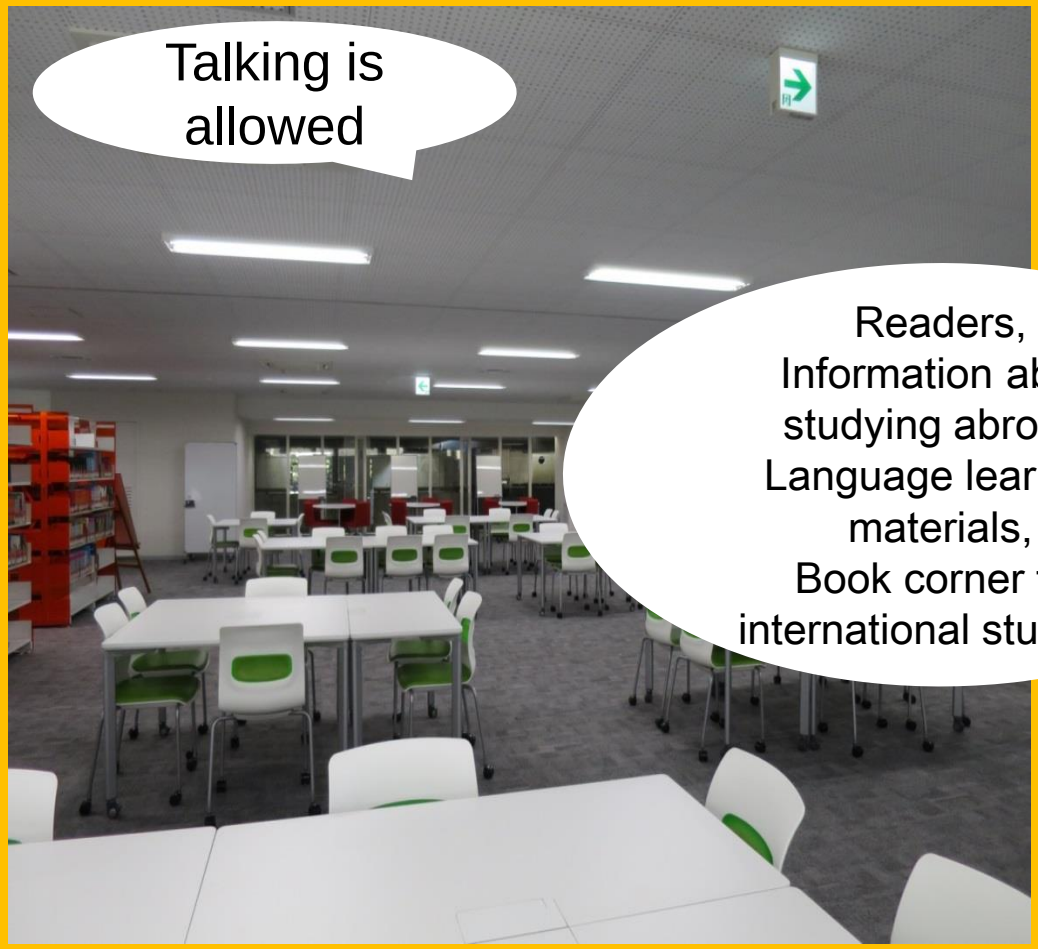
Paperbacks and Large books



Lounge

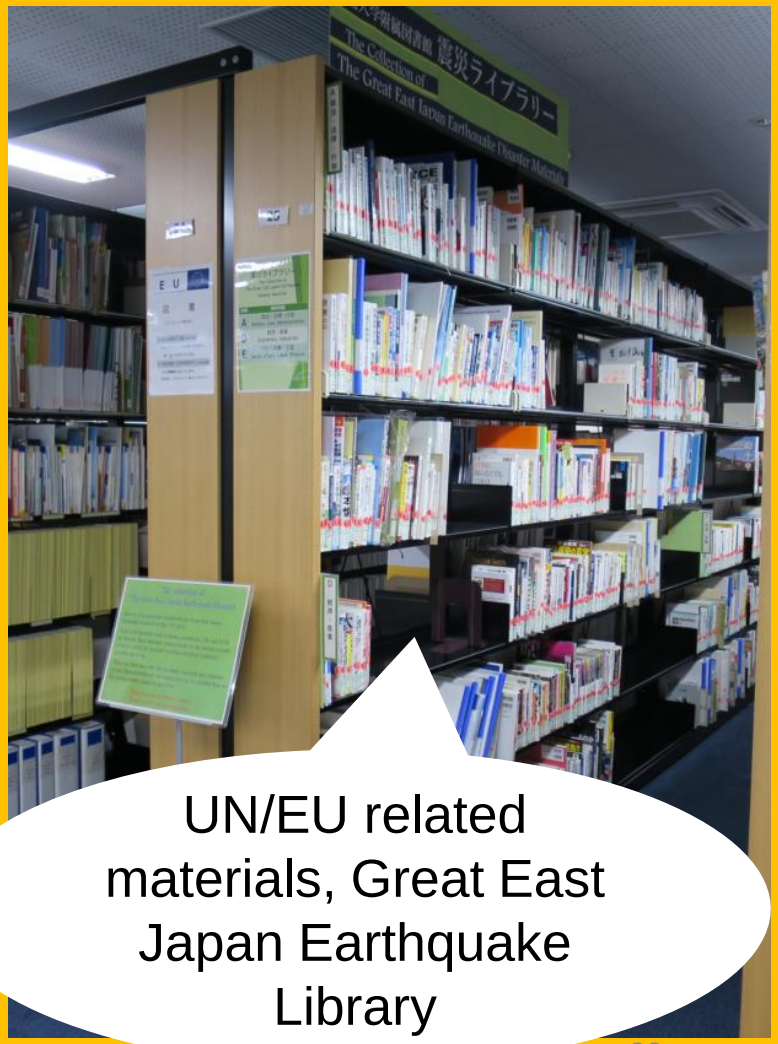
Talking and Eating are allowed

Global Learning Room

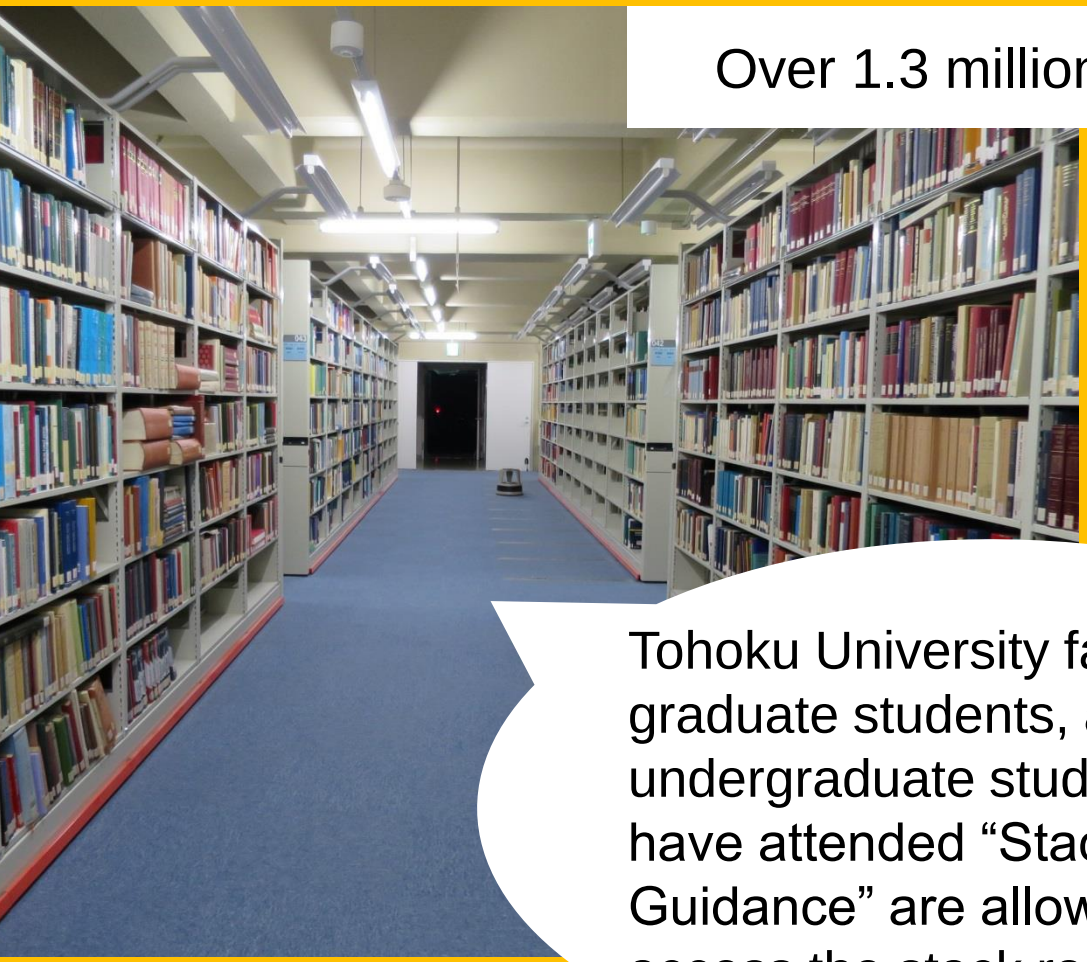


Readers,
Information about studying abroad,
Language learning materials,
Book corner for international students

Global Reference Room



Stack Room



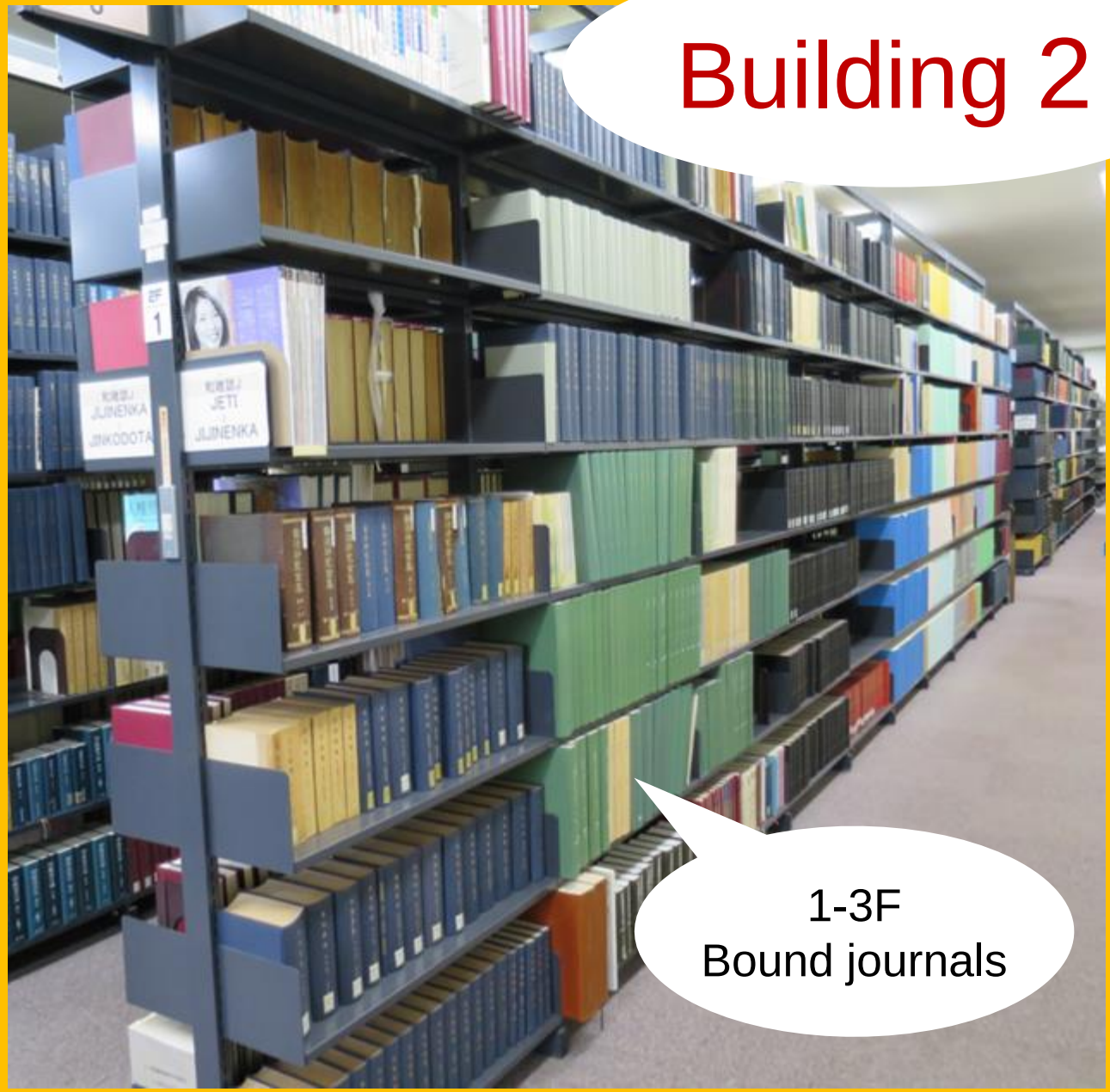
Over 1.3 million books

Tohoku University faculties, graduate students, and undergraduate students who have attended “Stack Room Guidance” are allowed to access the stack room freely.

Building 2

1F Reading seats

2,3F Reading seats



Building 2

4F
Old and Rare
Collection

Please use good manners in the library

●Cell Phone/PHS Etiquette: Turn your ringer OFF or set to “vibrate”. When you use your cell phone, use a mobile phone booth.

●If you have a wet umbrella with you, put it in the umbrella stand at the entrance before you enter the library.

●Don’t leave any of your belongings unattended even for a while. Use the locker inside the library if necessary. Lockers are for day use only.

●Eating is not allowed inside the library except the coffee shop and the lounge. Drinks in spill-proof containers (e.g. bottles or tumblers) can be brought inside the library. Smoking is not allowed inside and around the library.

●You are not allowed to take your bag into the stack room. Use the lockers beside the entrance gate.

Ⅱ

Information Retrieval

1. Search on the OPAC

What is OPAC?

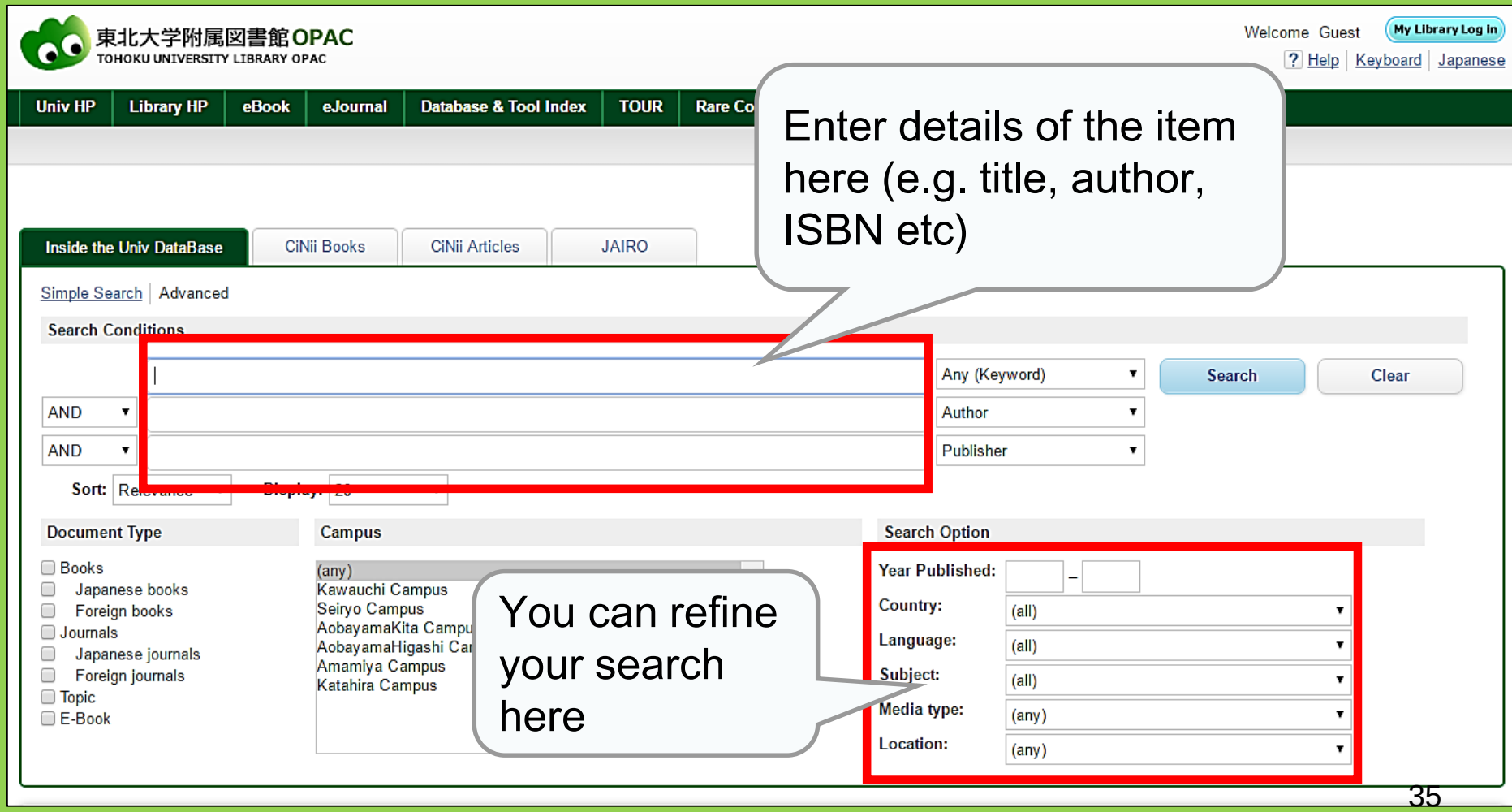
A system that you can use to search for all kinds of materials

- books
- journals/magazines
- audio-visual materials

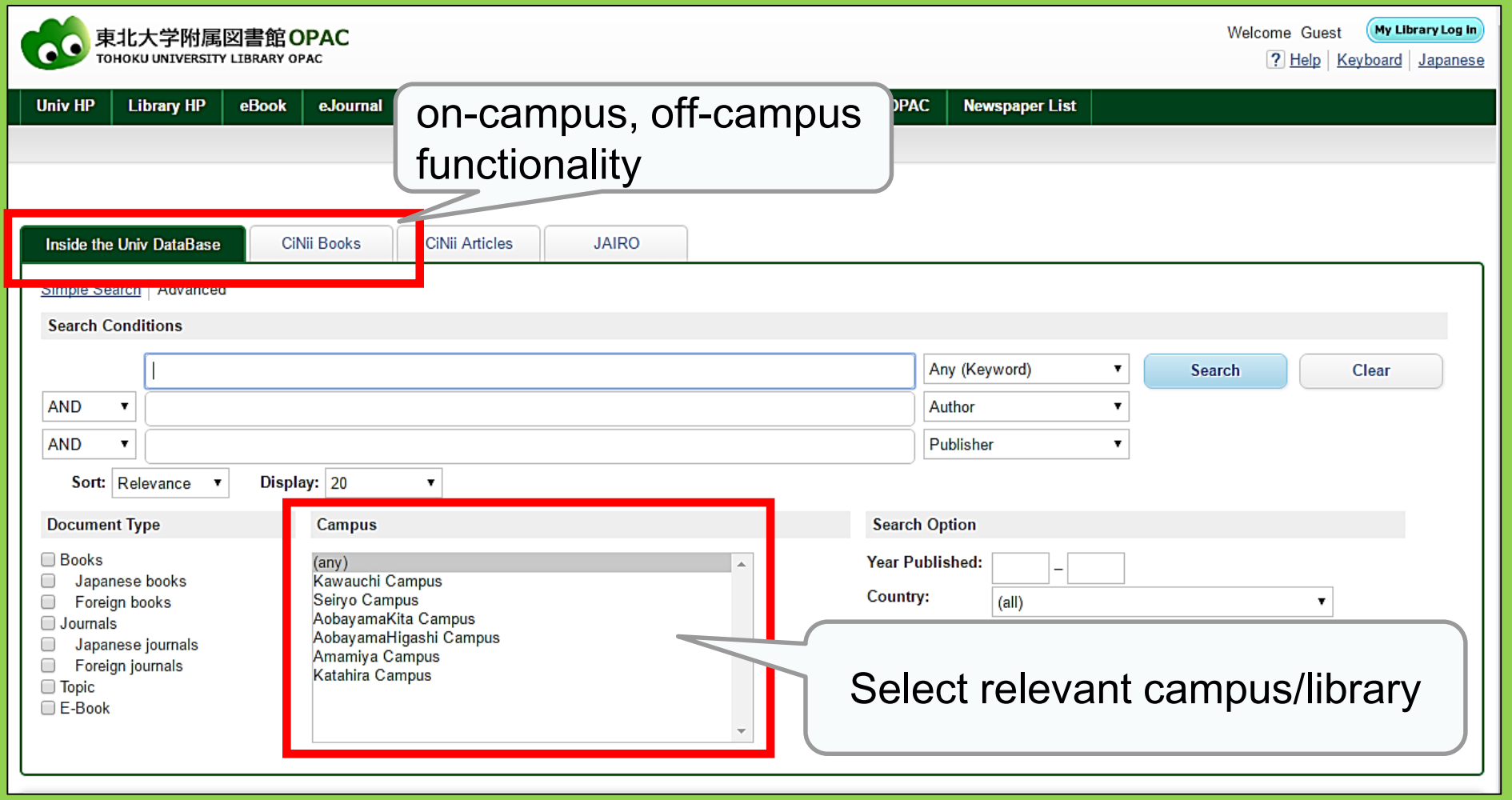
1-1. Search for books

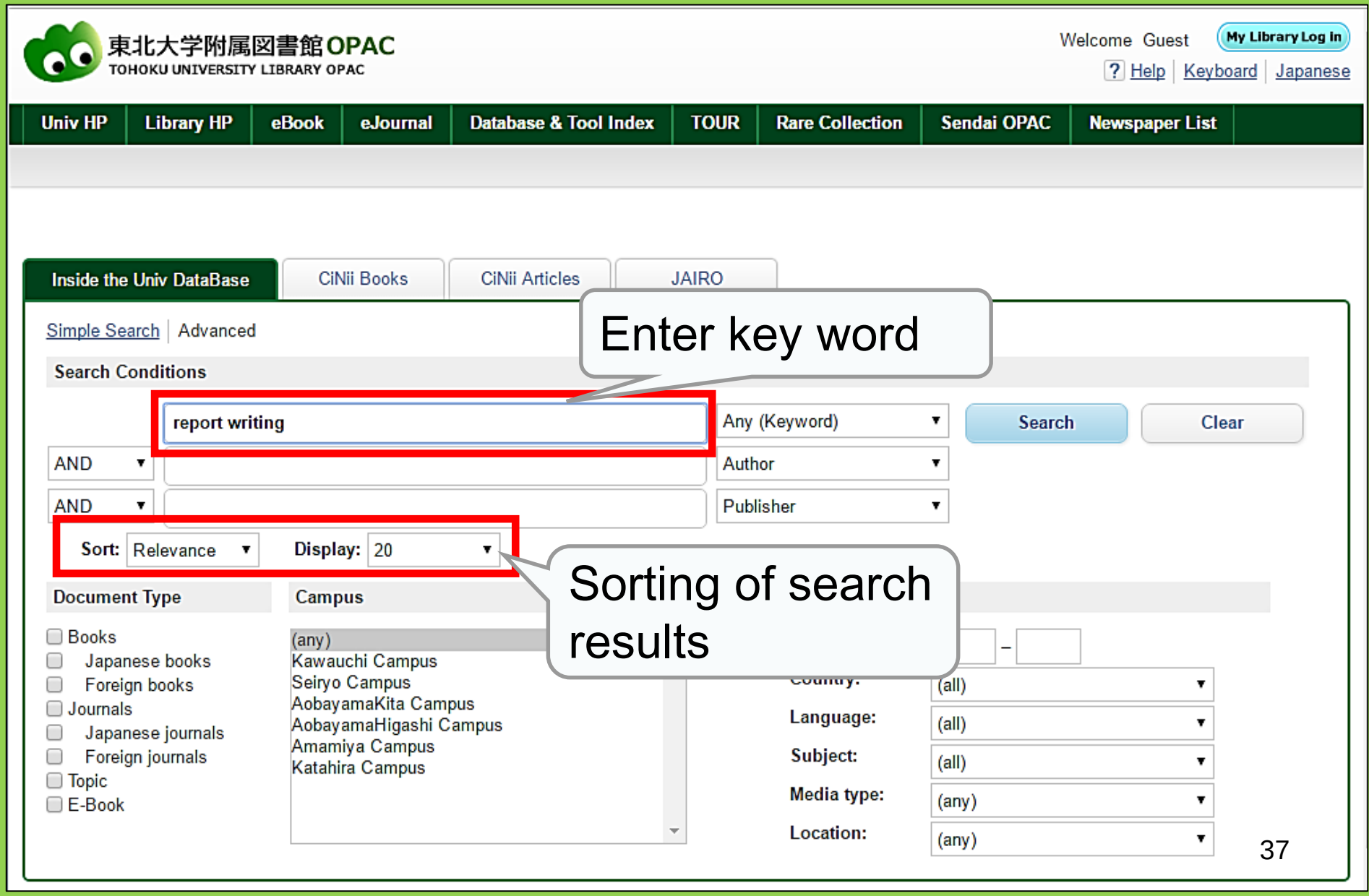
Tohoku University OPAC

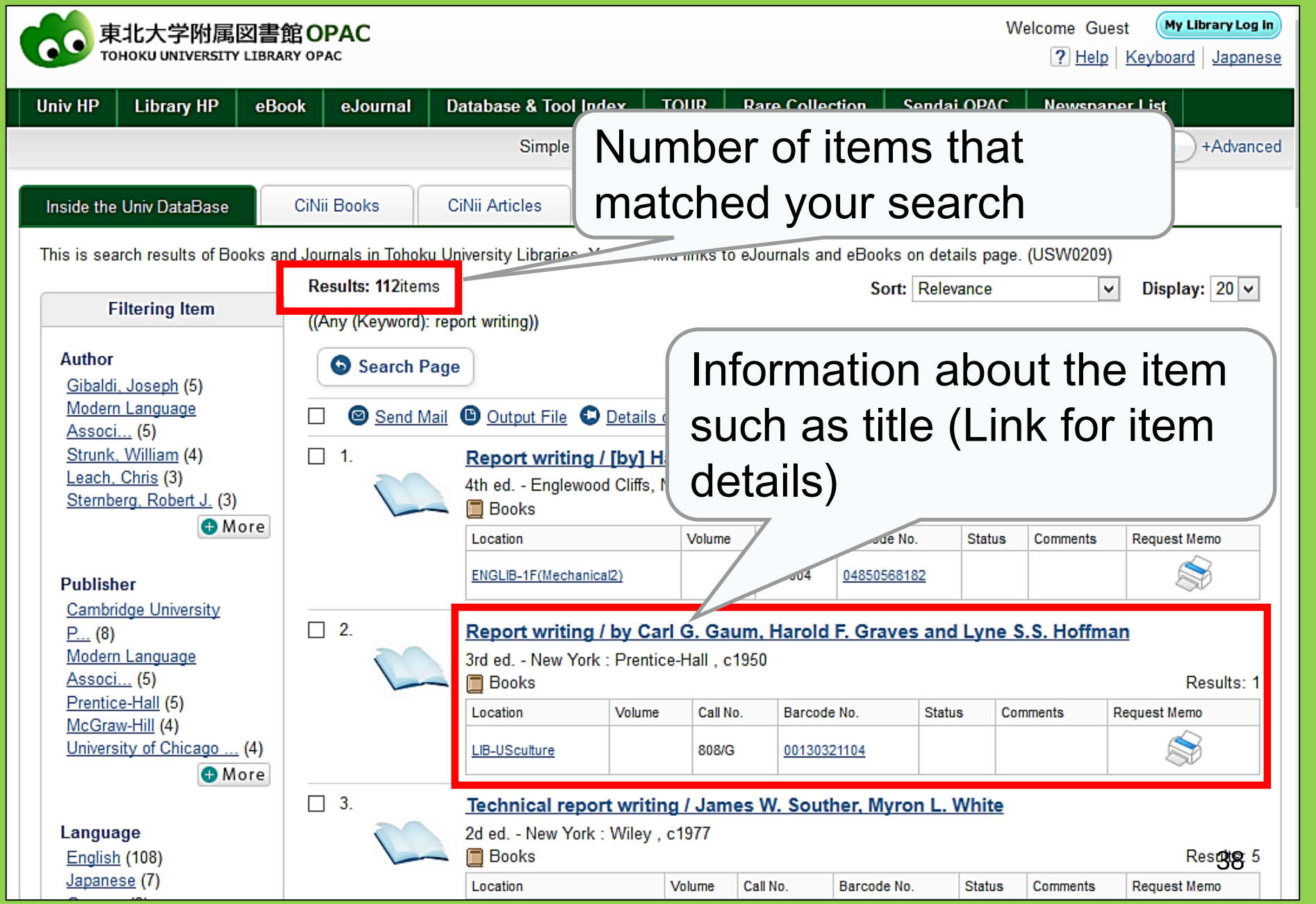
https://opac.library.tohoku.ac.jp/opac/opac_search/?lang=1



1-1. Search for books




東北大学附属図書館OPAC
TOHOKU UNIVERSITY LIBRARY OPAC
Welcome Guest
My Library Log In
Help
Keyboard
Japanese
Univ HP
Library HP
eBook
eJournal
Database & Tool Index
TOUR
Rare Collection
Sendai OPAC
Newspaper List
Inside the Univ DataBase
CiNii Books
CiNii Articles
JAIRO
Simple Search
Advanced
Search Conditions
Enter key word
report writing
Any (Keyword)
Search
Clear
AND
Author
AND
Publisher
Sort:
Relevance
Display:
20
Sorting of search results
Document Type
Books
Japanese books
Foreign books
Journals
Japanese journals
Foreign journals
Topic
E-Book
Campus
(any)
Kawauchi Campus
Seiryo Campus
AobayamaKita Campus
AobayamaHigashi Campus
Amamiya Campus
Katahira Campus
Language:
(all)
Subject:
(all)
Media type:
(any)
Location:
(any)


東北大学附属図書館OPAC
TOHOKU UNIVERSITY LIBRARY OPAC
Welcome Guest
My Library Log In
Help | Keyboard | Japanese
Univ HP | Library HP | eBook | eJournal | Database & Tool Index | TOUR | Rare Collection | Sendai OPAC | Newspaper List
Simple
+Advanced
Inside the Univ DataBase | CiNii Books | CiNii Articles
Number of items that matched your search
This is search results of Books and Journals in Tohoku University Libraries
links to eJournals and eBooks on details page. (USW0209)
Results: 112items
Sort: Relevance
Display: 20
((Any (Keyword): report writing))
Search Page
Filtering Item
Author
Gibaldi, Joseph (5)
Modern Language Associ... (5)
Strunk, William (4)
Leach, Chris (3)
Sternberg, Robert J. (3)
More
Publisher
Cambridge University P... (8)
Modern Language Associ... (5)
Prentice-Hall (5)
McGraw-Hill (4)
University of Chicago ... (4)
More
Language
English (108)
Japanese (7)
Send Mail | Output File | Details
Information about the item such as title (Link for item details)
1.
Report writing / [by] H
4th ed. - Englewood Cliffs, N
Books
Location | Volume | Call No. | Barcode No. | Status | Comments | Request Memo
ENGLIB-1F(Mechanical2) | 04850568182
2.
Report writing / by Carl G. Gaum, Harold F. Graves and Lyne S.S. Hoffman
3rd ed. - New York : Prentice-Hall , c1950
Books
Results: 1
Location | Volume | Call No. | Barcode No. | Status | Comments | Request Memo
LIB-USculture | 808/G | 00130321104
3.
Technical report writing / James W. Souther, Myron L. White
2d ed. - New York : Wiley , c1977
Books
Results: 5
Location | Volume | Call No. | Barcode No. | Status | Comments | Request Memo

東北大学附属図書館OPAC
TOHOKU UNIVERSITY LIBRARY OPAC

Welcome Guest | My Library Log In
Help | Keyboard | Japanese

Univ HP | Library HP | eBook | eJournal | Database & Tool Index | TOUR | Rare Collection | Sendai OPAC | Newspaper List

Simple Search: +Advanced

Back to Results List

<Books>
Report writing / by Carl G. Gaum,

Material Type	Books
Edition	3rd ed
Publisher	New York : Prentice-H
Year	c1950
Size	xv, 384 p. : ill. ; 24 cm

SH:Report writing
SH:English langua
glish

Send Mail
Output File

Hide book details.

Search Sites
CiNii Books

InterLibraryLoan/Photocopy Request

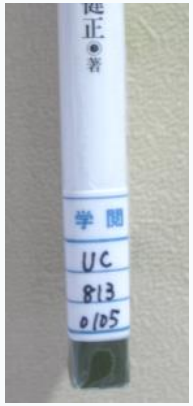
Location	Volume	Call No.	B	ue No.	Status	Comments	ISBN	Reserve	Request Memo
LIB-USculture		808/G		00130321104				Request	

Hide details.

Notes	Bibliography: p. 336-356

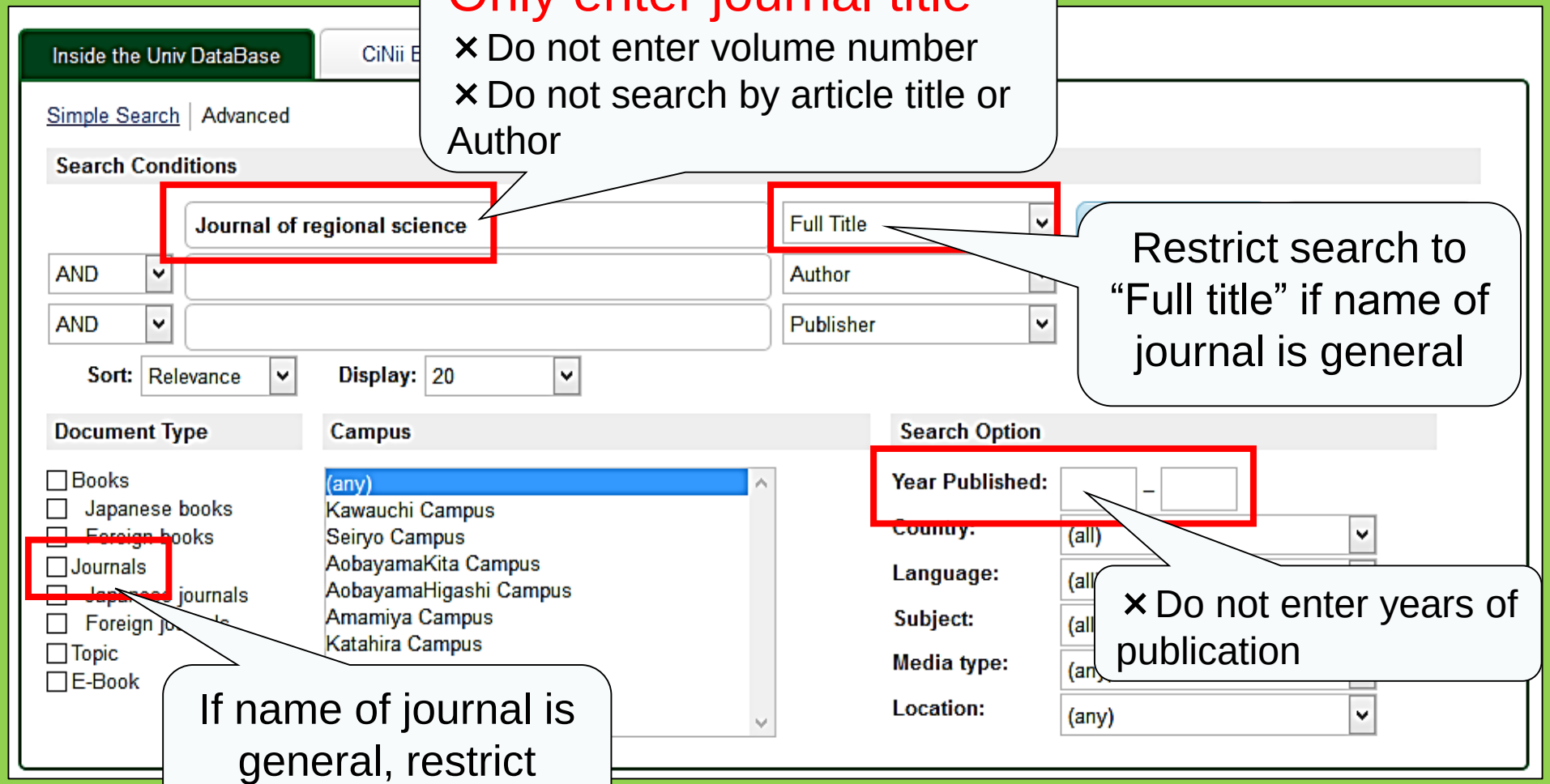
Location of book

Call number
Keep a note of this number



The call number is the number written on the spine of the book

1-2. Search for journals



<Journals>

Journal of regional science / Regional Science Research Institute

Material Type	Journals
Volumes(year)	Vol. 1, no. 1 (summer 1958)-
Publisher	Philadelphia : Regional Science Research Institute
Language	English
ISSN	00224146
URL1	電子ジャーナル [学内限定]
URL2	E-Journal Information [on-campus only]

E-journal available

Send Mail

book details.

Check the exact location by clicking on volumes

Must!

click a volume to see detail

Loc	Volumes		
LIB-Kawauchi Campus	4-55		
KITALIB	4(1-2),9-16(1-2),17-41,42(3-4),43	1962-20	3377-4
IS-	1-55,56(1-4)+	19	

Please select a year to see the magazines published in the year.<0201

Year: 2015.

Location	Volumes	Year/Date	Check in	Barcode No.	Call No
ECON-Library	55(5)	2015	2015.11.18		

Location: Economics Library in Kawauchi Campus

Hide details.

Notes	In cooperation with the Regional Sciences Dept. of the School of Arts and Sciences, Univ. of Pennsylvania
Size	26 cm

Location of journals at Tohoku University Main Library

- Location of journal articles

  Building 2

  1st floor：Japanese* journals A-I

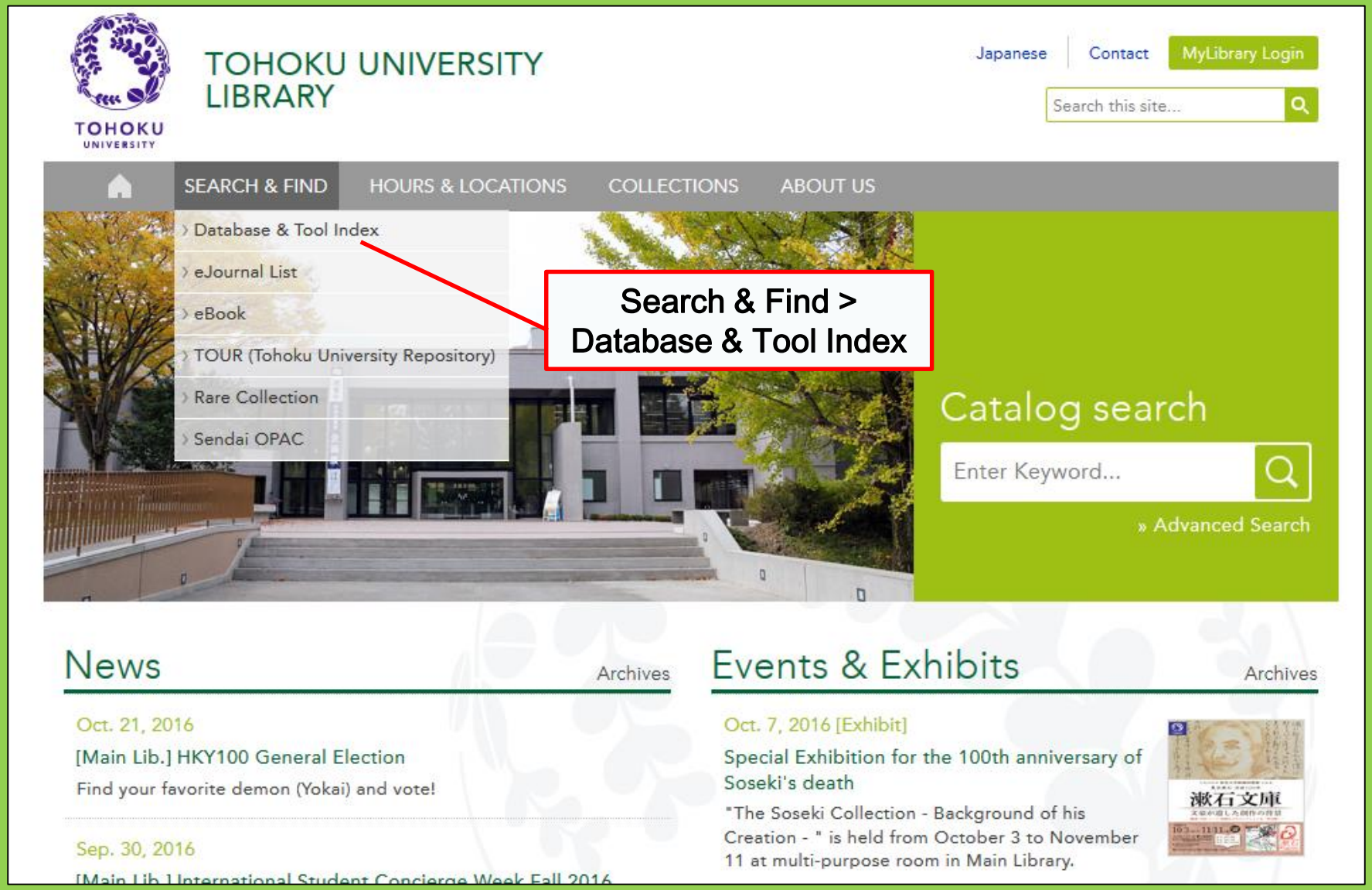
  2nd floor：Japanese journals J-Z・foreign journals A

  3rd floor：foreign journals A-Z
- Books are placed in alphabetical order of the journal title

* Incl. Korean and Chinese

2. How to Use Databases

Access databases



2-1. CiNii Articles

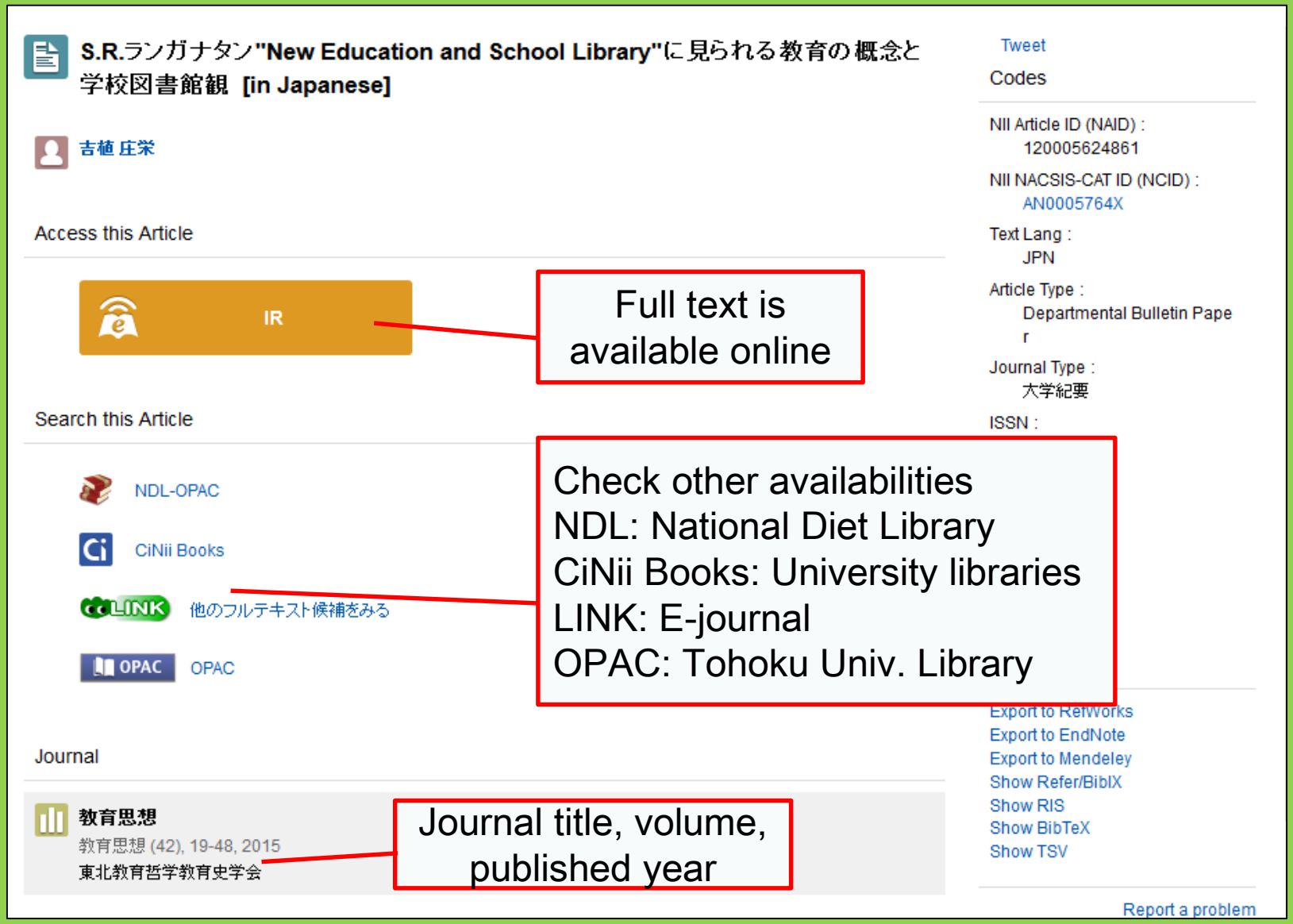
- Covers 17 million articles published by Japanese institutes
- 4 million articles available online
- Reference, citation information

CiNii Articles

http://ci.nii.ac.jp/

List of search results

Search item details

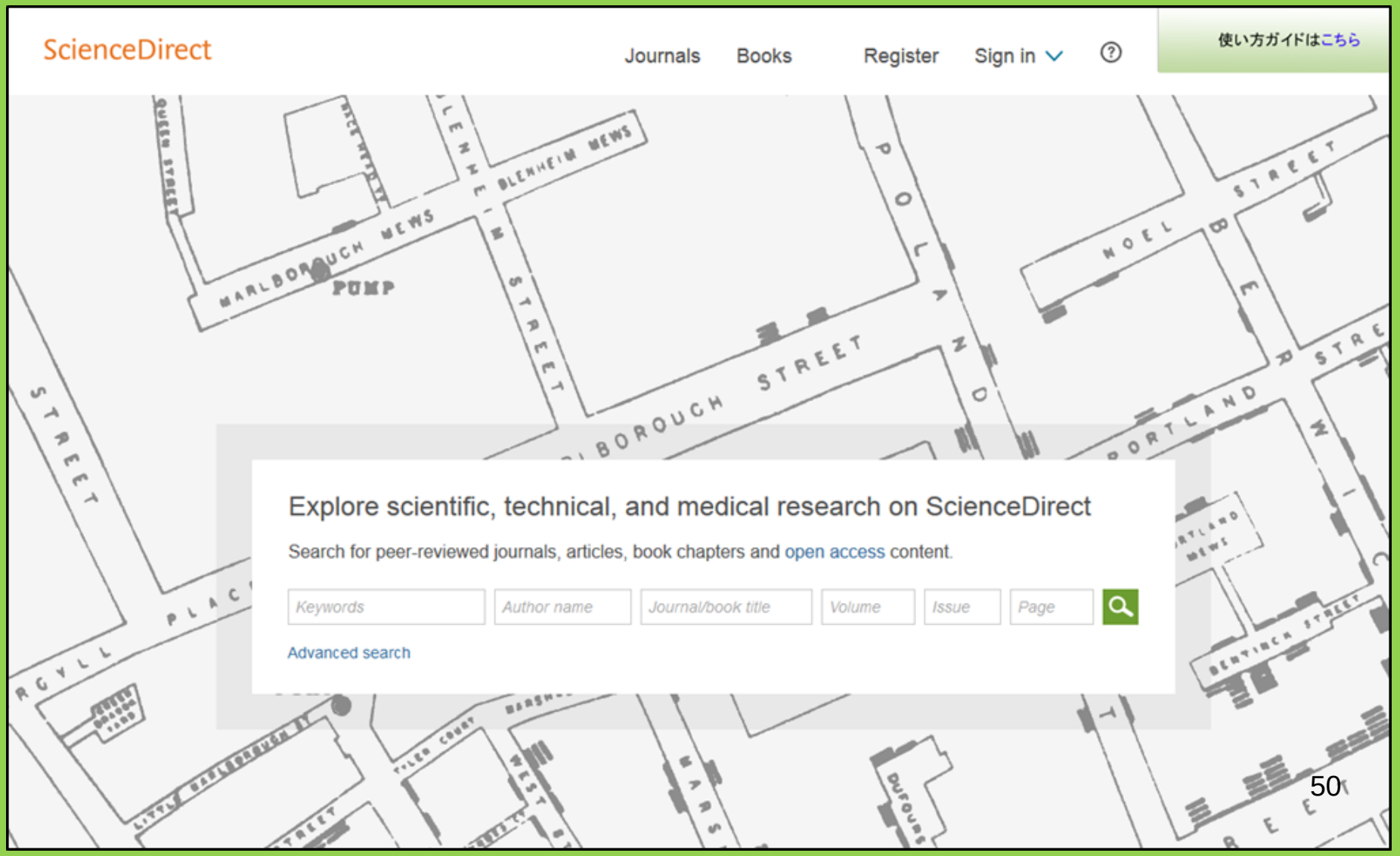


2-2. Science Direct

- One of the largest database for e-journals and e-books
- Covers over 2,500 e-journals and 35,000 e-books in science, technology, medical science and social science published by Elsevier
- On-campus access only

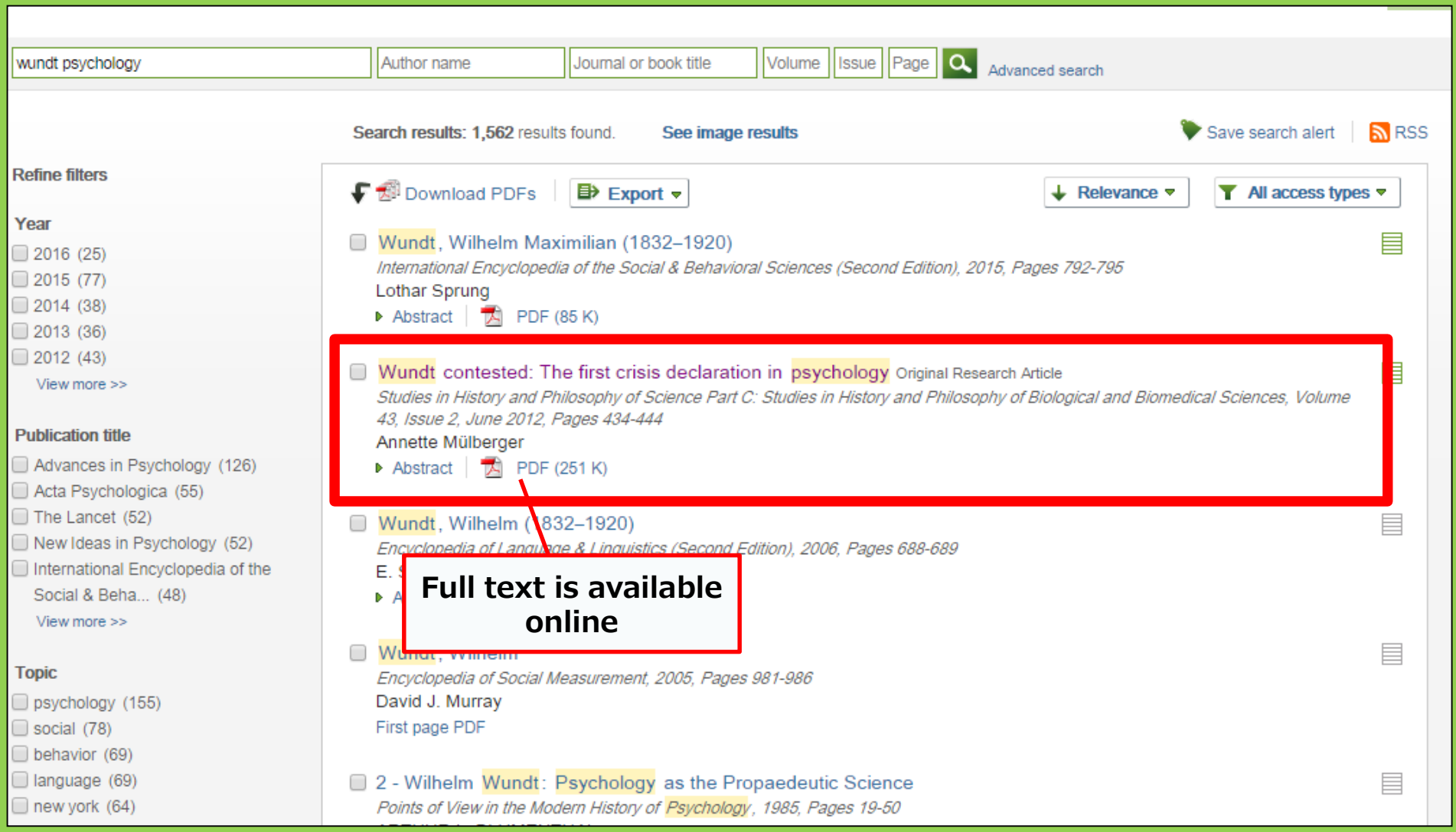
2-2. Science Direct

http://www.sciencedirect.com/



2-2. Science Direct

Search result example

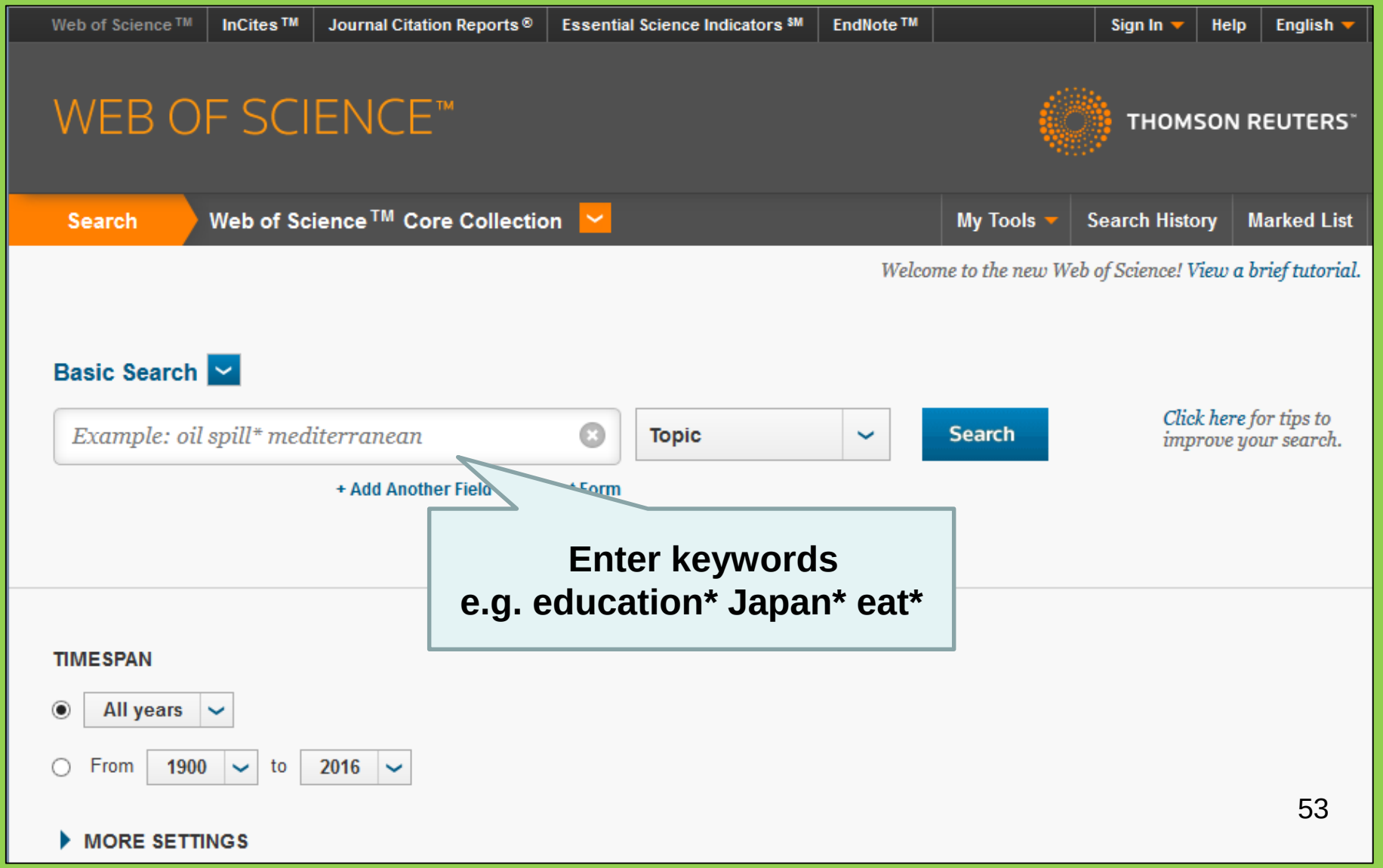


2-3. Web of Science

- Provided by Clarivate Analytics
- Covers all fields of study
- 12,000 influential journals since 1900
- Citation information
- Author information
- Full texts available for journals subscribed by University
- On-campus access only

2-3. Web of Science

https://webofknowledge.com/



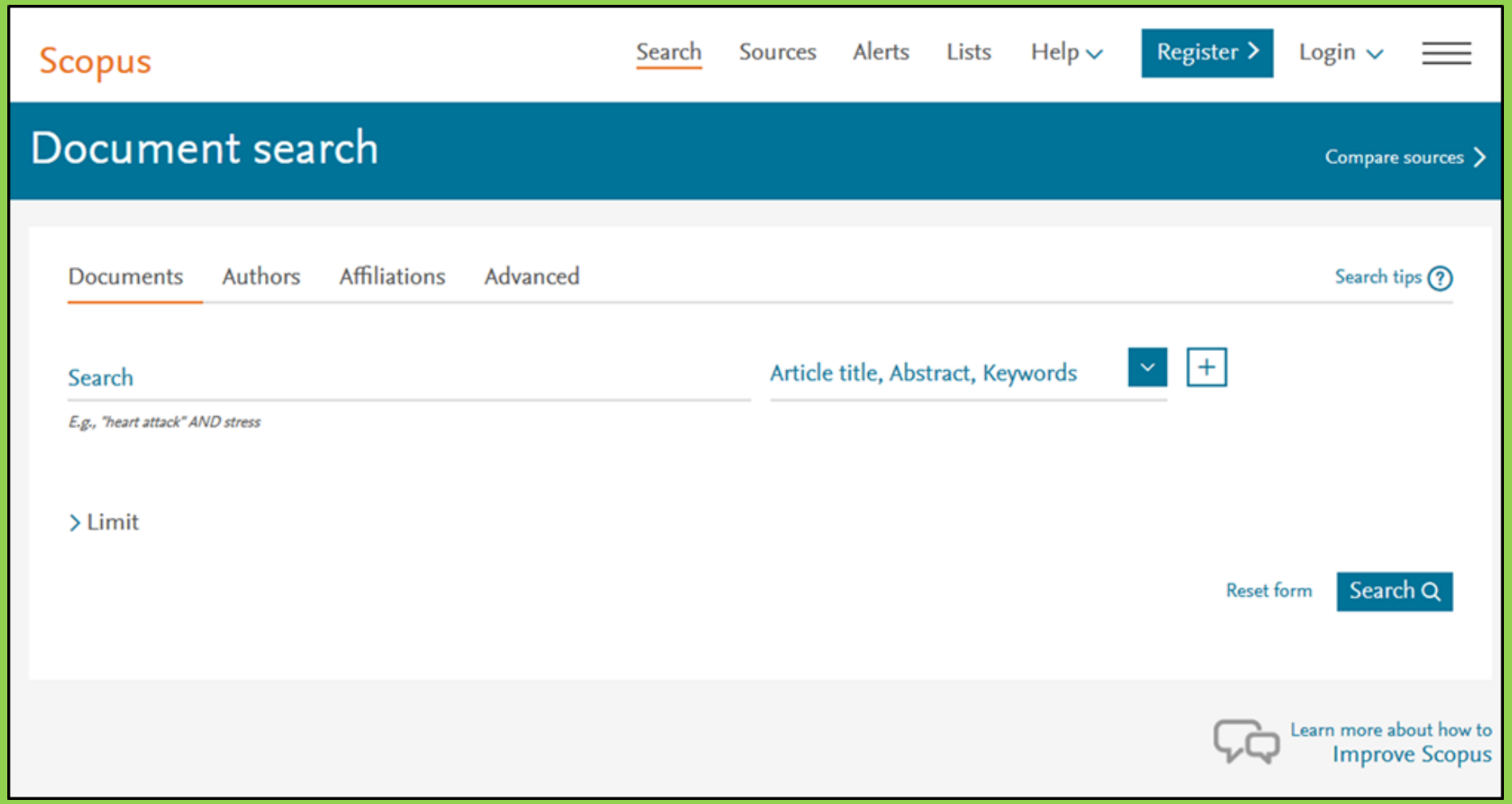
Search result example

2-4. Scopus

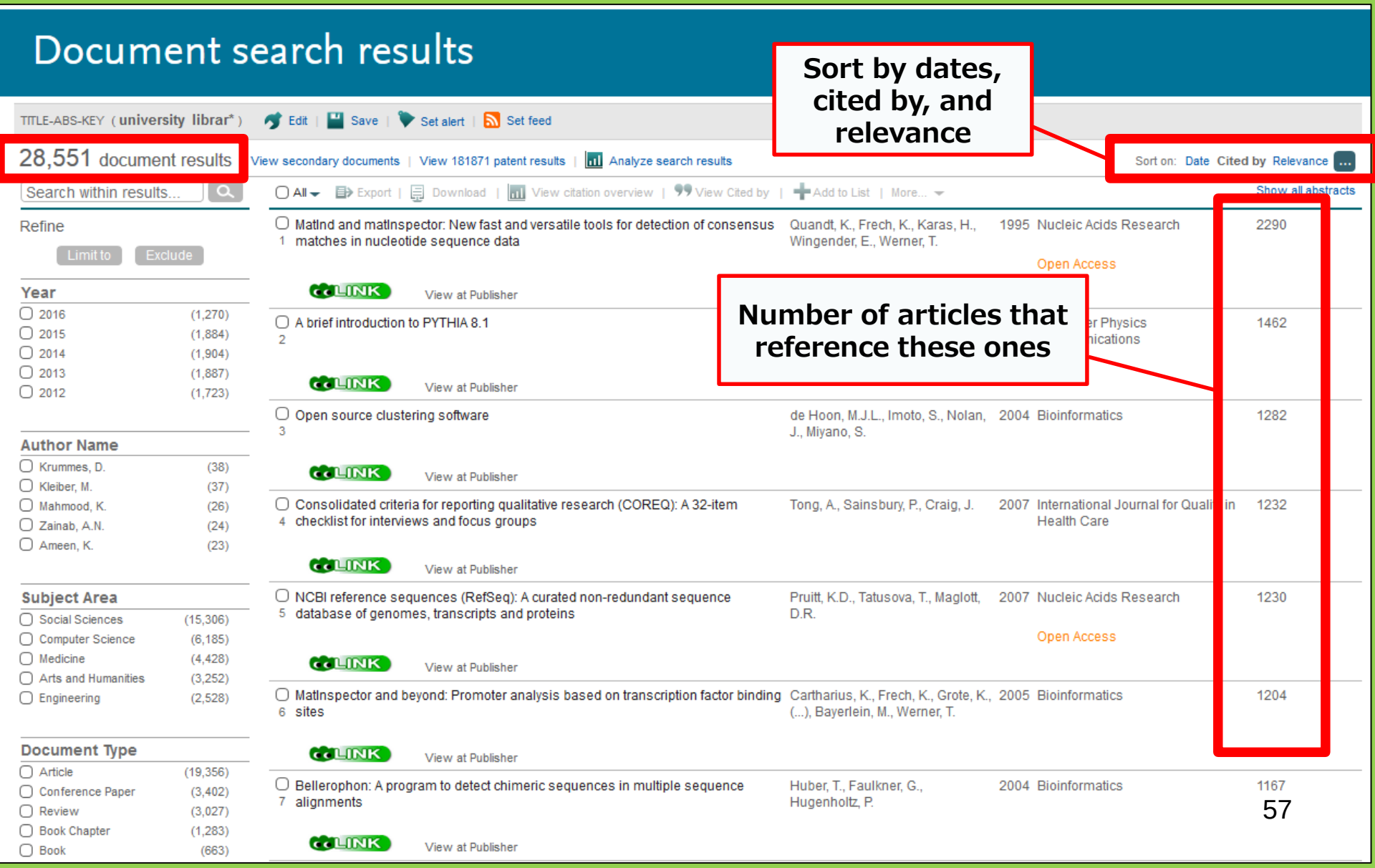
- Natural science, social science, humanities
- Wide range: one of the largest databases of bibliography and citation information
- More than 22,000 journals since 1800s
- Citations available from 1970 onwards
- On-campus access only

2-4. Scopus

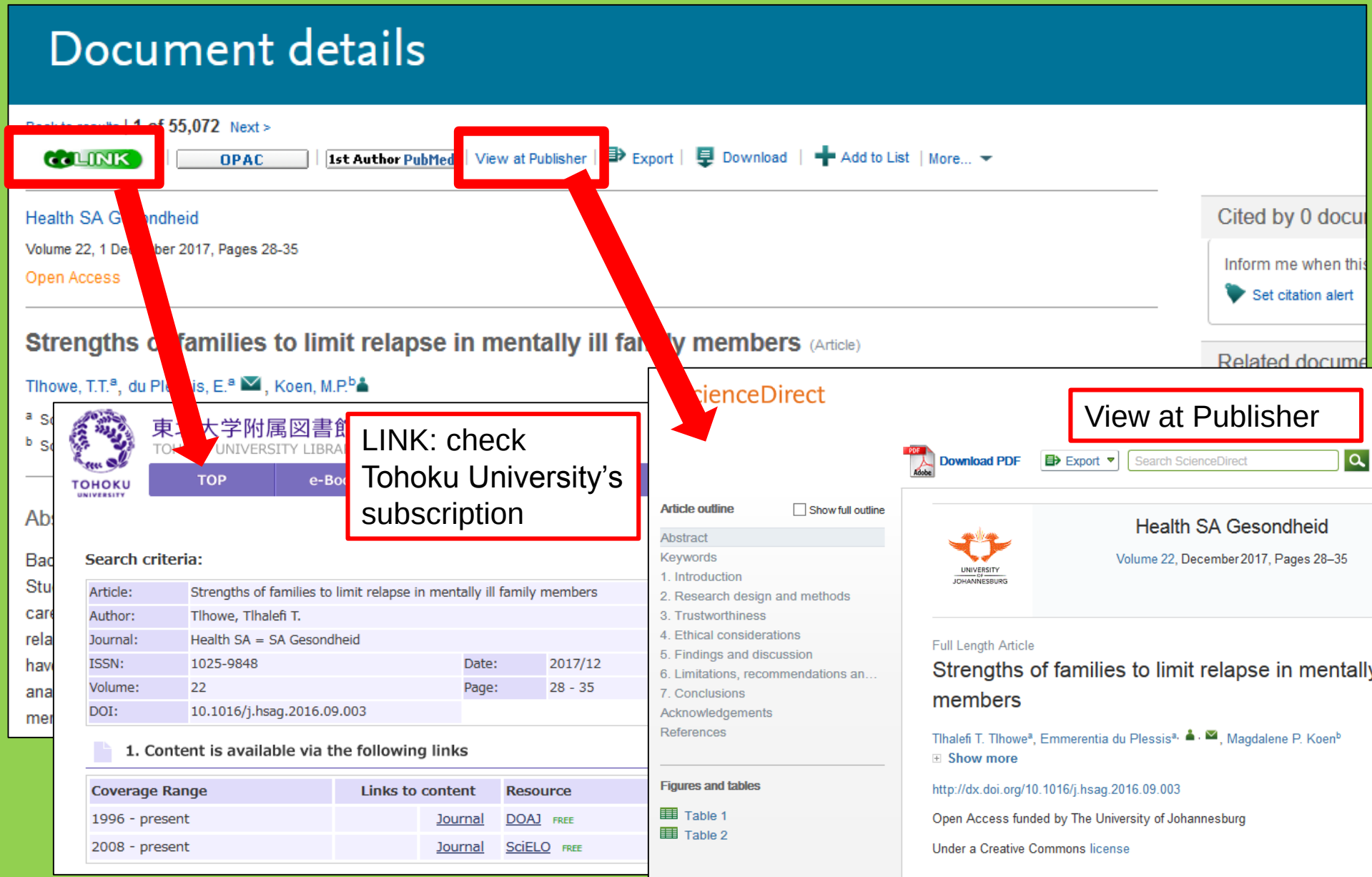
https://www.scopus.com/



Search result example



Find a full text

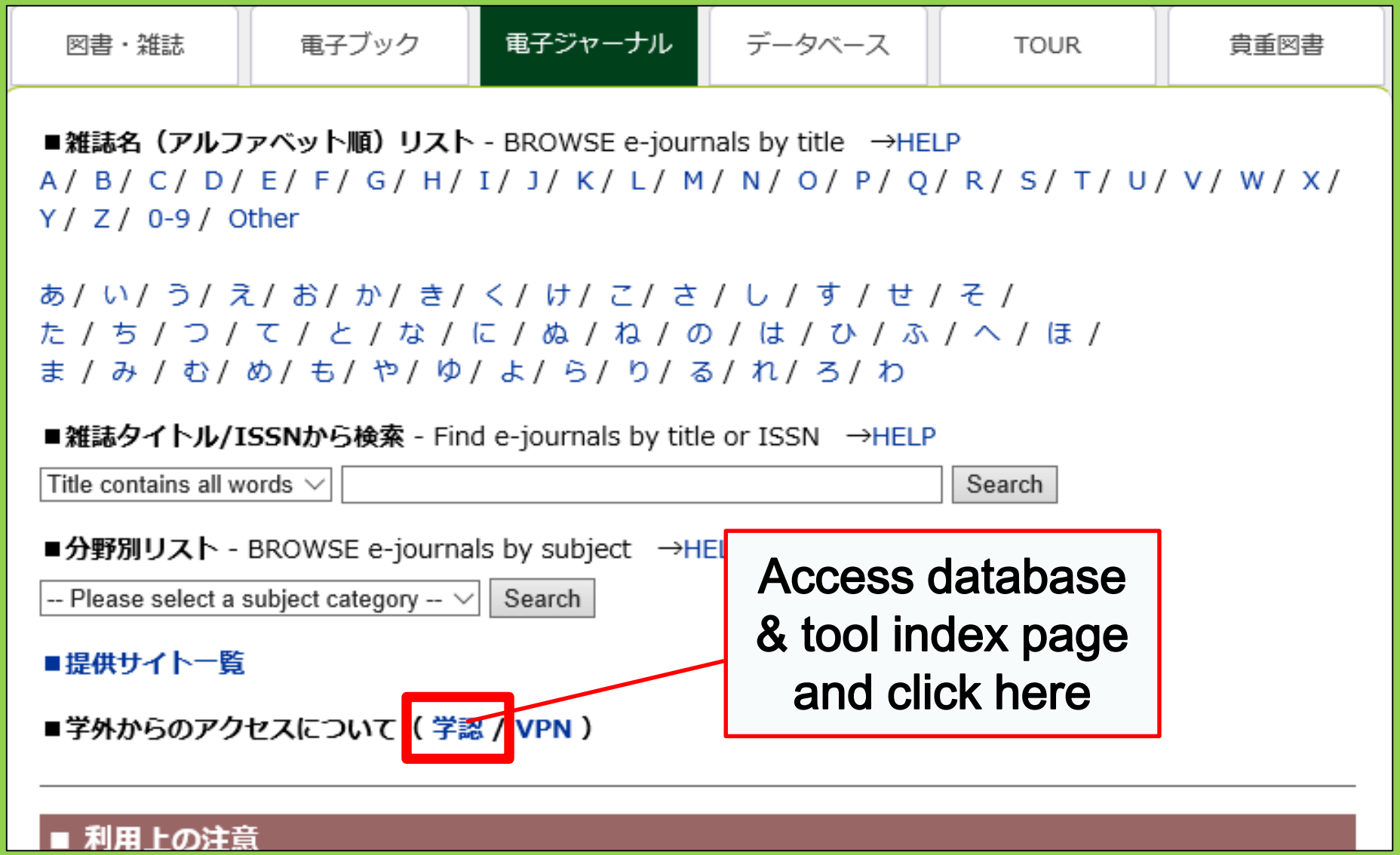


2-5. Remote Access

To access e-journals, e-books and databases from outside the University

GakuNin

2-5. Remote Access



2-5. Remote Access

学外からのアクセスについて Remote access

出版社等との契約上、利用対象は、東北大学の構成員（教員・職員・大学院生・学生等）に限られます。
Remote-access service is limited to the members of Tohoku University (faculty, staff and students) due to contract with publishers.

学認（教職員・学生） | VPN（教職員）

学認（教職員・学生） GakuNin (faculty, staff and students)

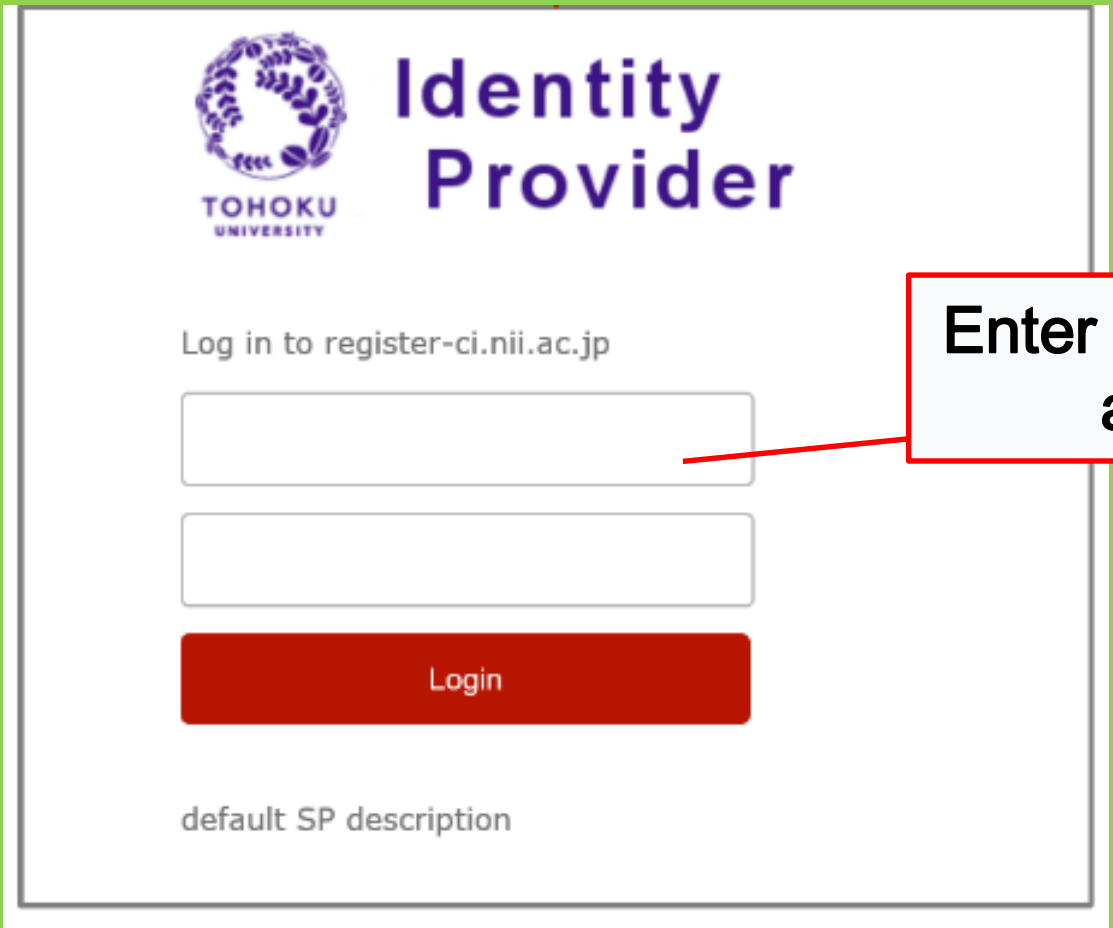
東北大IDをお持ちの本学構成員は、下表の電子ジャーナル、データベース、電子ブック等を、「学認」※により学外からもご利用いただけます。
利用する場合は、各サイトの「学認認証」、「Institutional login」等（サイトにより表現が異なります）から、機関（東北大学、Tohoku University）を
選択し、東北大ID、パスワードでログインしてくださ
なお、学認による認証の際は、出版社等に対し、所属

Members of Tohoku University who have a Tohok and e-books through GakuNin,
the system that allows access to academic e-reso click “Institutional login” on a
website (expression may differ depending on web Tohokudai ID and password.
Please refer to the PDFs below for details. Please ublisher when using GakuNin.

You can see the index of databases which allow remote access and how to connect

No	名称	説明	使い方
1	CiNii Articles	日本の学協会や大学が発行する学術雑誌・研究紀要などを収録。一部の論文は本文利用可	PDF
2	CUP Journals	Cambridge University Press刊行電子ジャーナル	PDF

2-5. Remote Access



Ⅲ Other Services

1. Using Internet in the Library*

- Using a library PC:

  Open a browser→**Enter your Tohokudai ID**

What is Tohokudai ID?

You are assigned your Tohokudai-ID (which means "Tohoku University ID") at the time of your admission to Tohoku University. Your Tohokudai ID is notified with a sealed letter.
E.g. ab12345678 (random 2 alphabets and 8 numbers)

- Using your own device:

  Connect to Wi-Fi→Enter your Sub ID

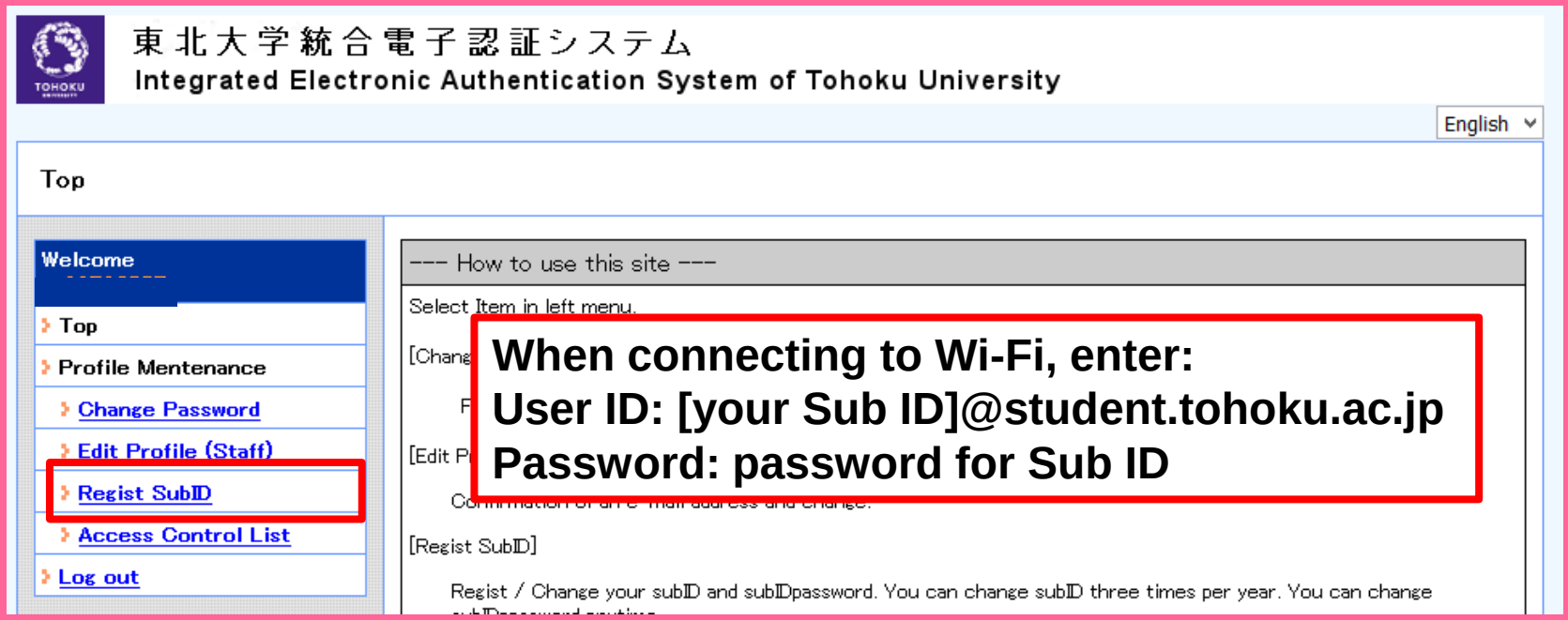
What is Sub ID?

You can configure your Sub ID by yourself. The Sub ID is independent of the Student ID and the Tohokudai ID. Your Sub ID is empty if you do not set up your Sub ID yet.
You need to create your Sub ID by yourself to use Wi-Fi.

*Main library and branch libraries. Some other libraries may have different rules.

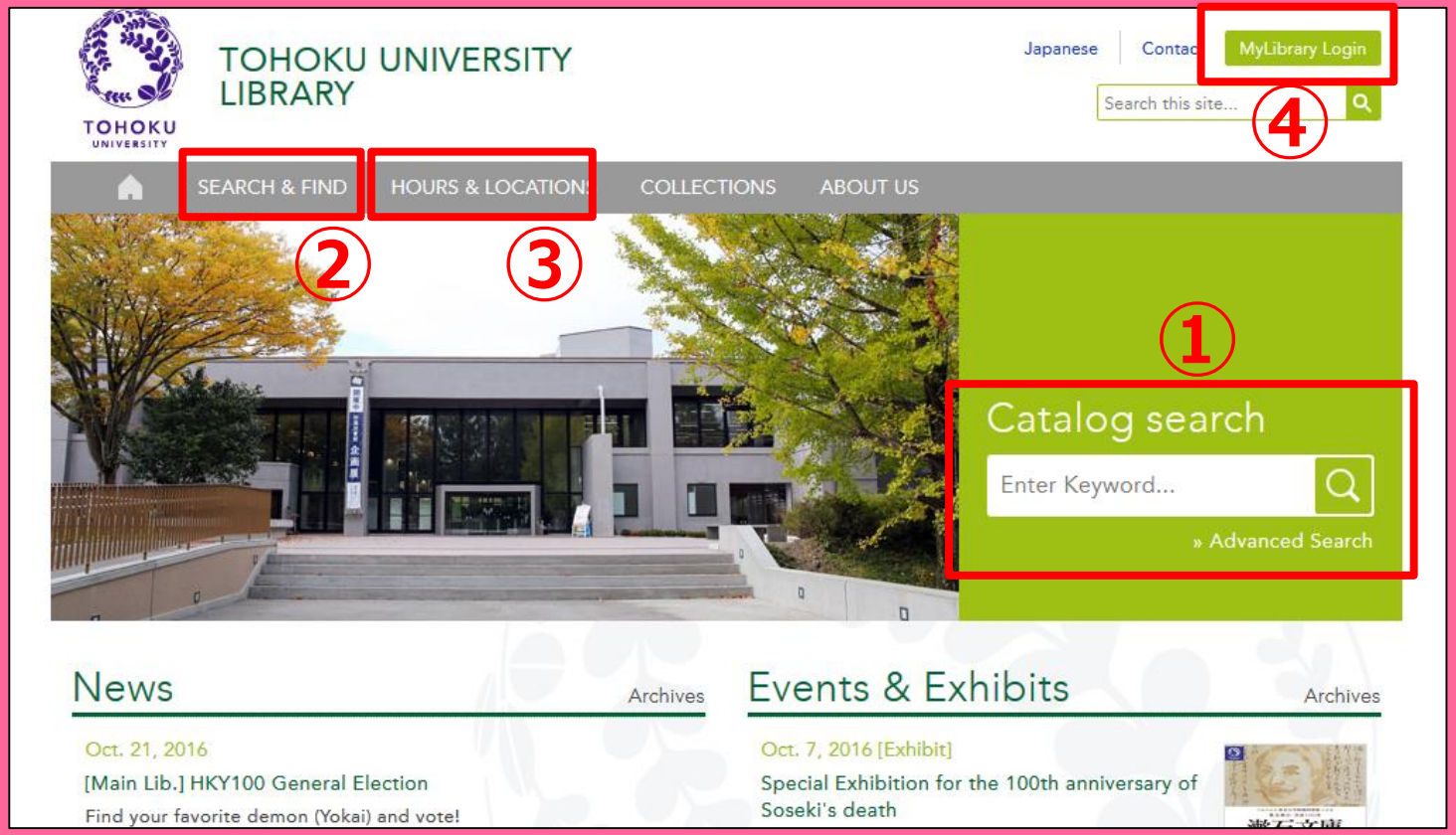
How to create your Sub ID

You need to create your Sub ID to connect to Wi-Fi (eduroam).



①Log in with your Tohokudai ID to this page:
https://www.srp.tohoku.ac.jp/webmtn/LoginServlet
②Set up your ID from “Regist SubID”.

2. Tohoku University Library Website



①Online Catalog search

②Databases, E-books, E-journals, etc.

③Information about all libraries of Tohoku University

④My Library

2-1. My Library

MyLibrary is the system to use library online services such as checking your loan status, renewing your loans and ordering copies. Log in with Tohokudai ID to use My Library.

- Check your loan status
- Order books in other campuses of Tohoku Univ.
- Order interlibrary loan
- Book a study room

! If you have a white and yellow library card (e.g. research student), you need registration to use My Library. Please apply at Reference Desk.

2-2. Order books or articles

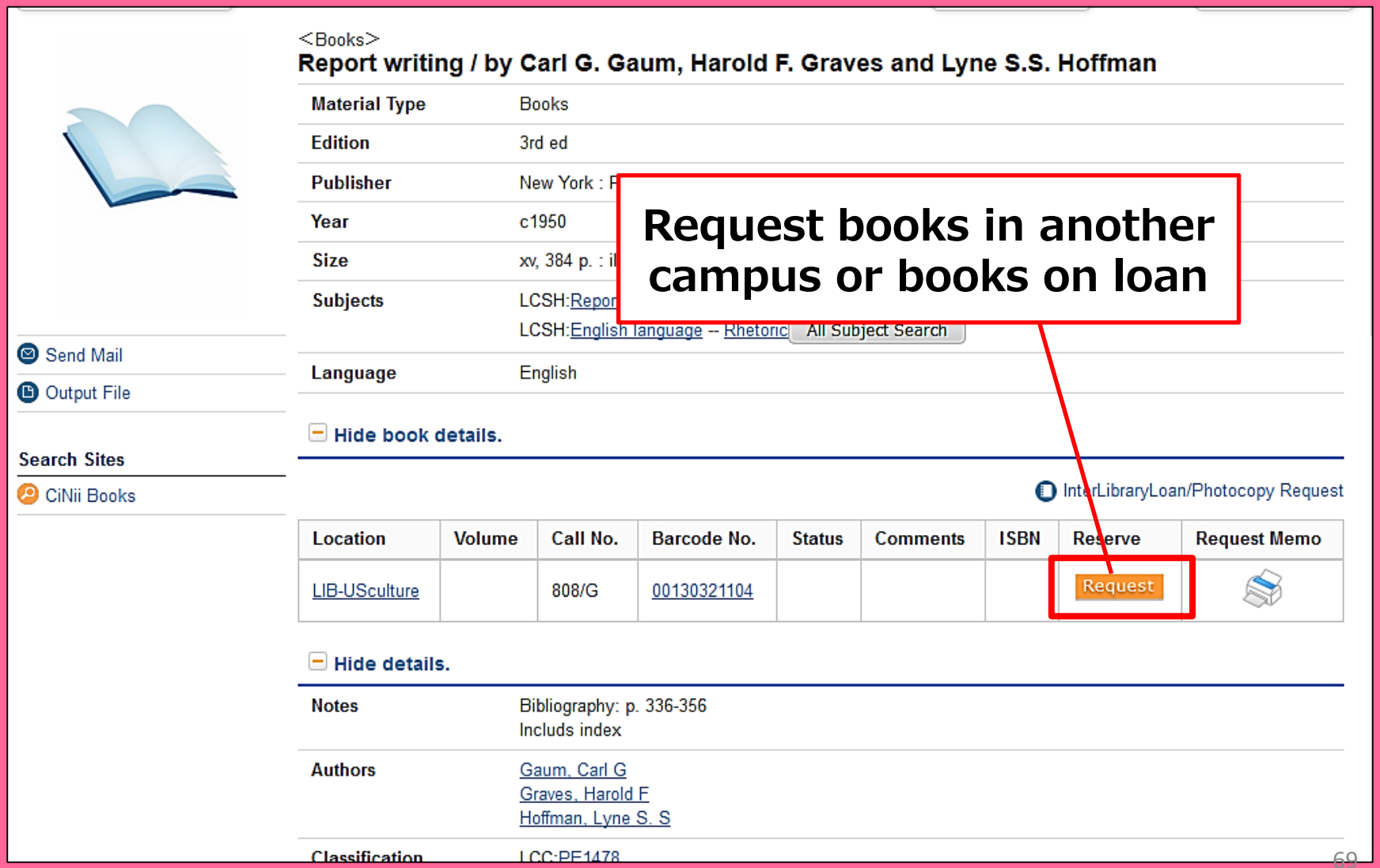
- Books in other campuses

  →Request in OPAC

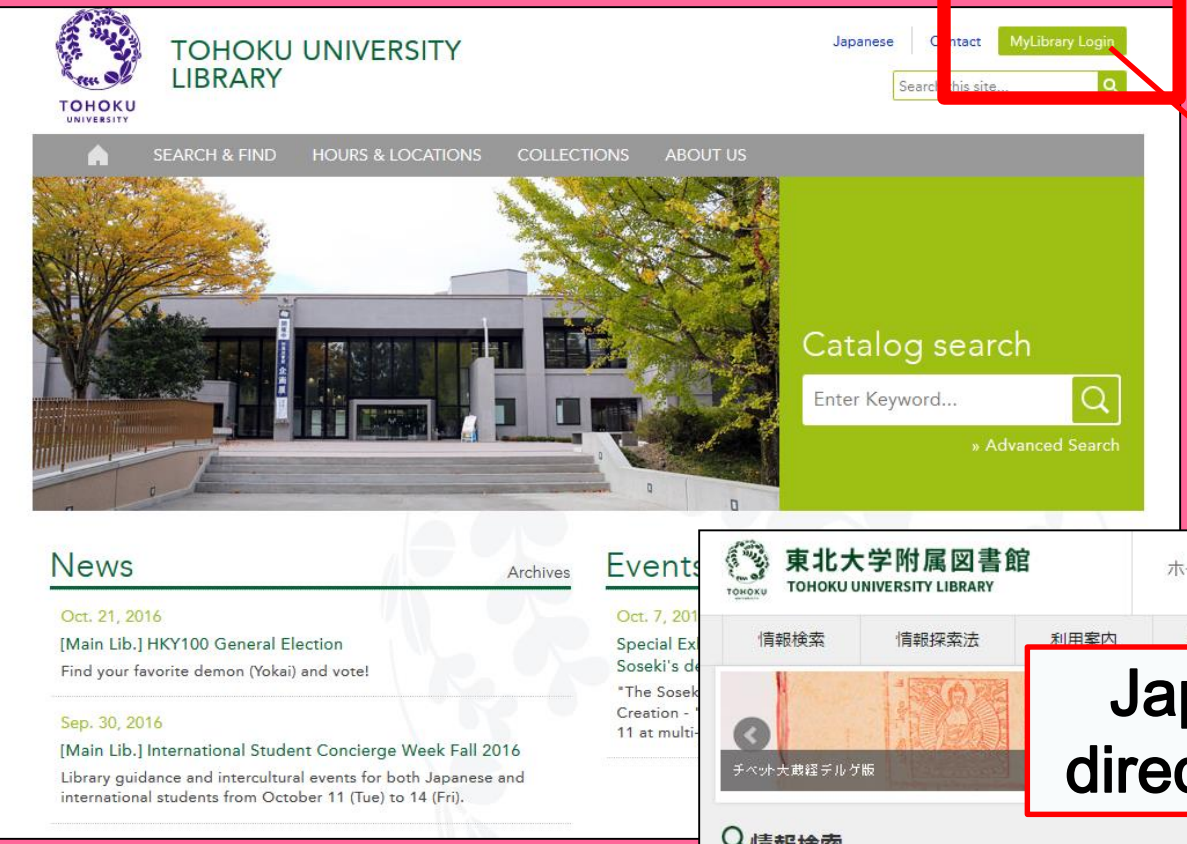
- Books in other universities
- Copy of articles or books in other campus or universities

  →Interlibrary loan / Photocopy request

Request in OPAC



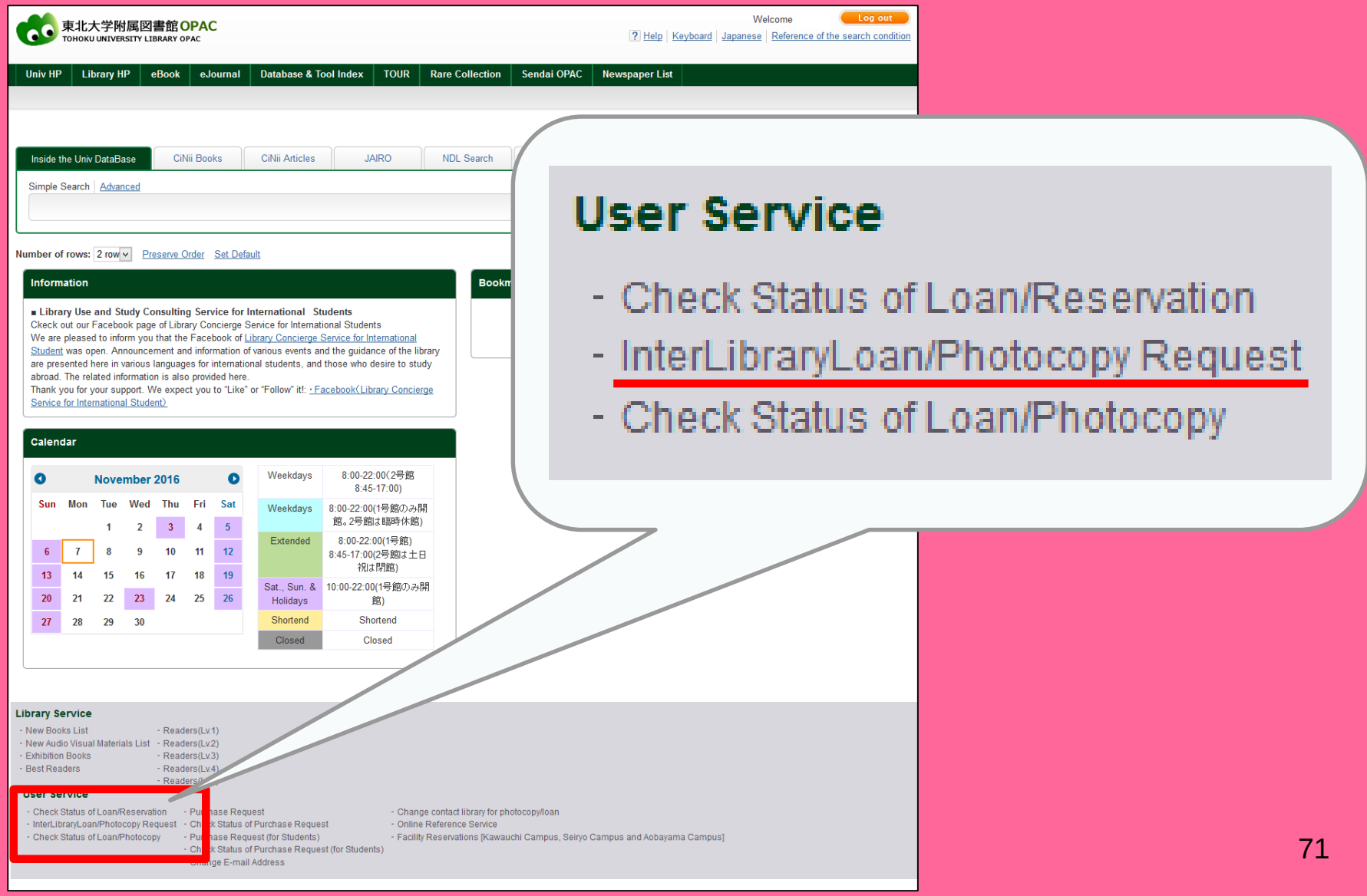
Interlibrary loan / Photocopy request



Login to My Library

Japanese website has a direct link to the order page

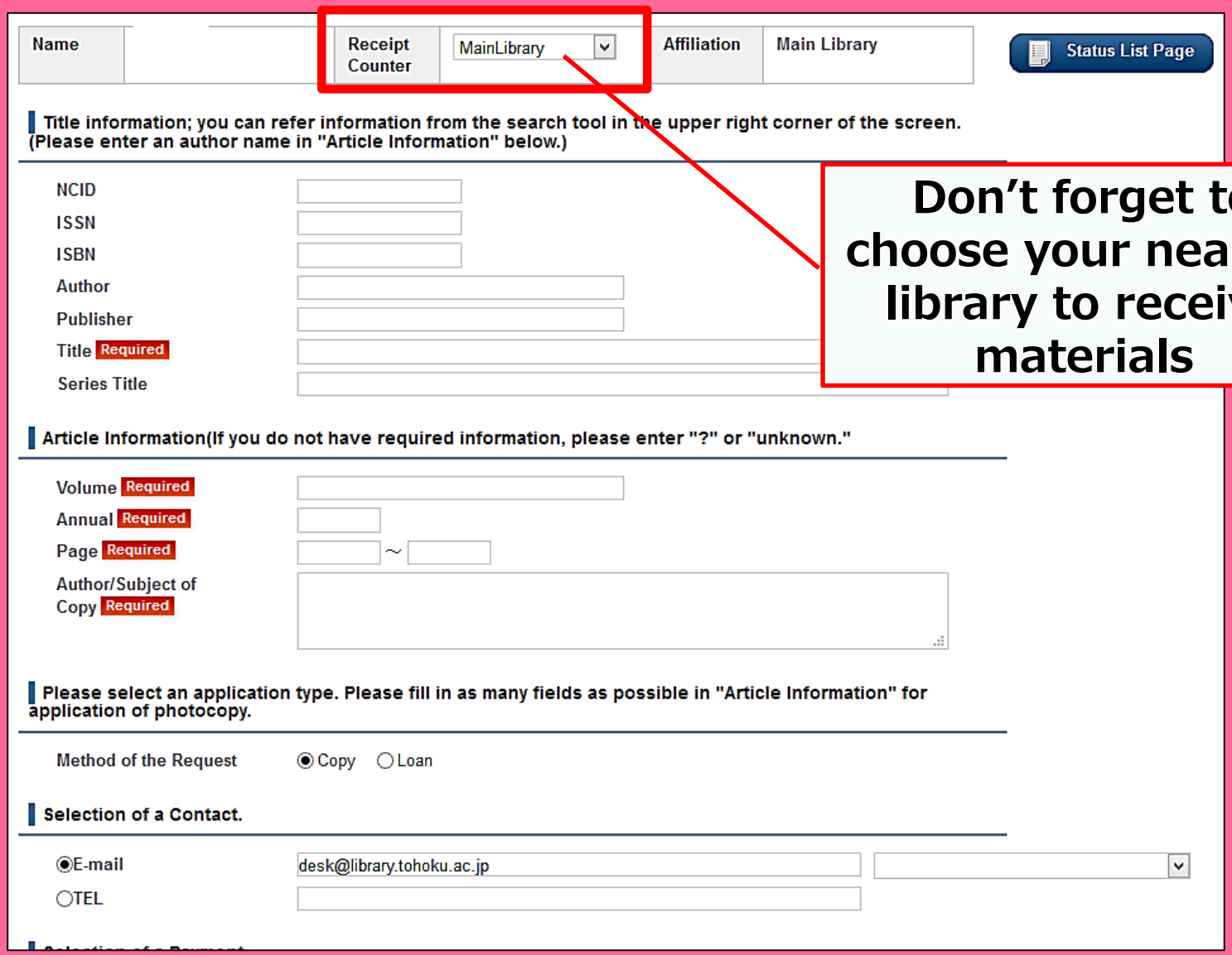
My Library



User Service

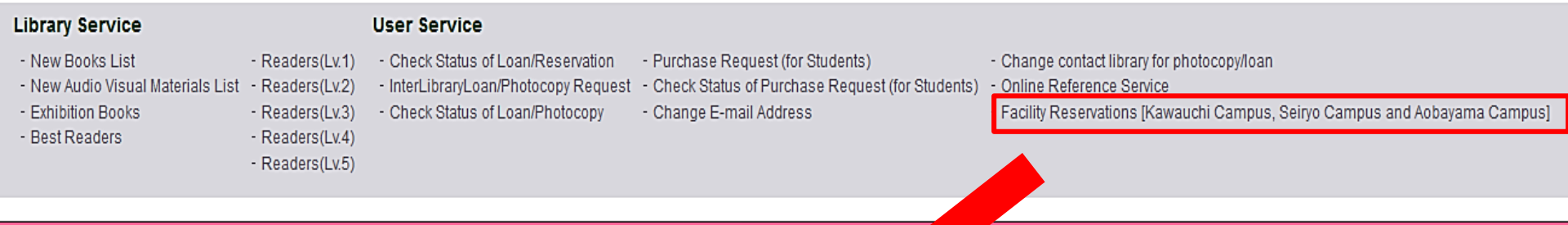
- Check Status of Loan/Reservation
- InterLibraryLoan/Photocopy Request
- Check Status of Loan/Photocopy

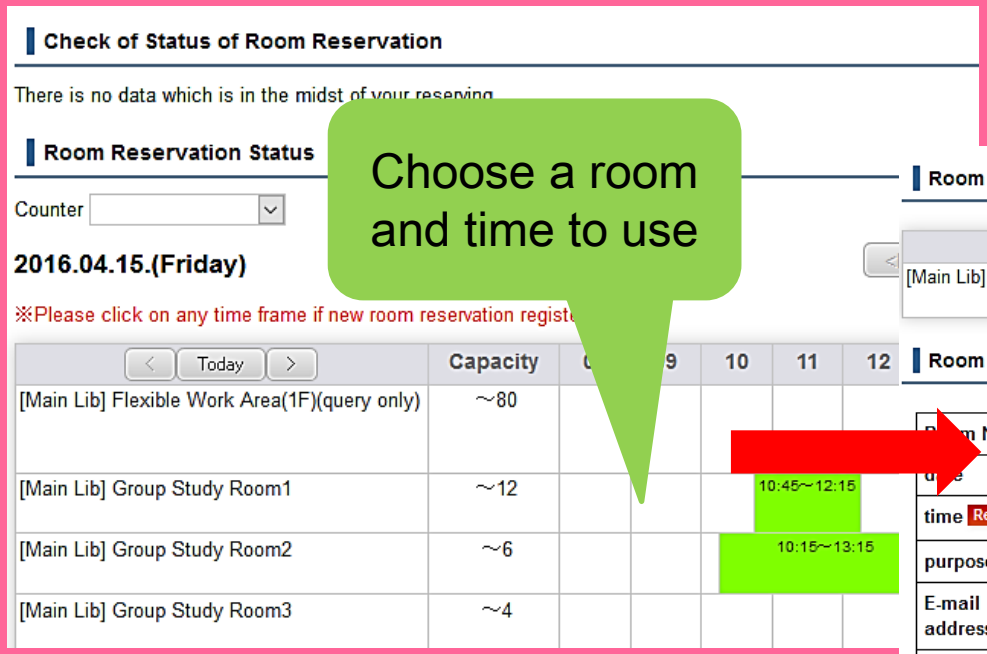
Interlibrary loan / Photocopy request



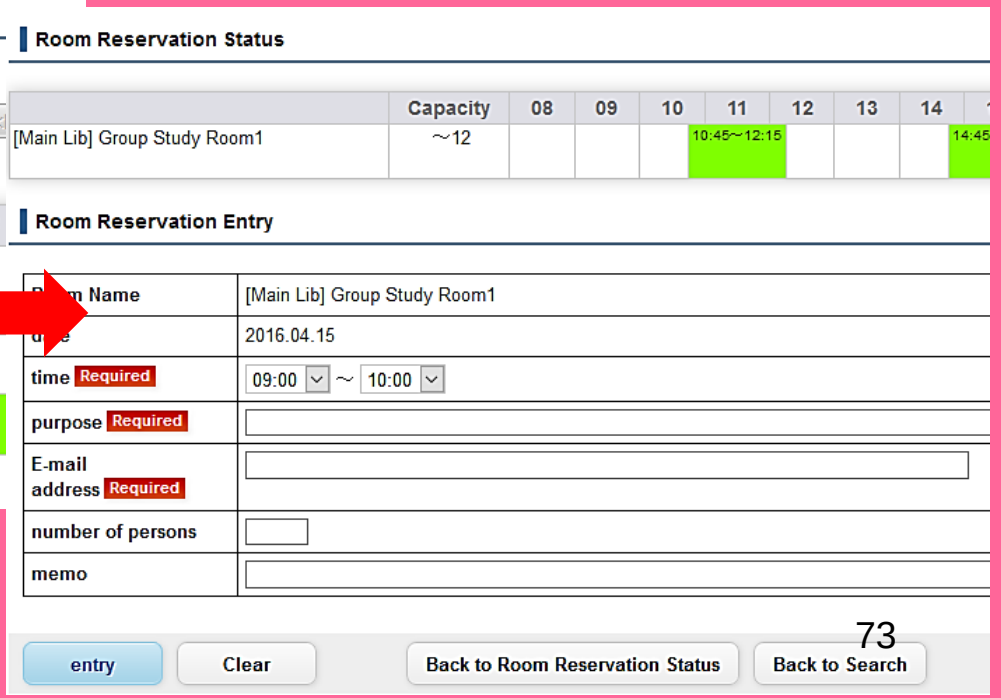
Don't forget to choose your nearest library to receive materials

2-3. Facility Reservations





Choose a room and time to use



- Group Study Room
- Private Research Room etc.

3. International Student Concierge

If you have any questions, ask

International Students Concierge

3-1. Ask a librarian

Our English and various language-speaking staff can answer your questions concerning the Tohoku University Library or the services we provide.

http://www.library.tohoku.ac.jp/en/mainlibrary/librarian.html

3-2. Facebook / Twitter

Tohoku University
Library Concierge
Service for Int'l Student

@TUL_Global

The Basic Guide of Tohoku University Library 2017

Tohoku University Main Library
Reference Desk
desk@grp.tohoku.ac.jp
022-795-5935