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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**
You can return the books from student reading rooms and Global Learning Room here.
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

Borrow the books by yourself!
## Item limits and loan periods

<table>
<thead>
<tr>
<th></th>
<th>Student reading room</th>
<th>Stack room</th>
<th>Bound journals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduates</strong></td>
<td>10</td>
<td>25</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>3 weeks</td>
<td>6 weeks</td>
<td>1 week</td>
</tr>
<tr>
<td><strong>Graduate Students</strong></td>
<td>10</td>
<td>50</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>3 weeks</td>
<td>6 weeks</td>
<td>1 week</td>
</tr>
</tbody>
</table>

- 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.
Laptop self-checkout & return machine

Red: In use
Blue: Available

Check out
Return
Insert ID card
Open automatically
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”.

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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 Counter
Reference Desk
★Concierge service for international students
Interlibrary Services
Main Floor
Books for student use
Reference Corner (Dictionaries)
Student-selected books
Yukari Collection (books written by members and the alumni of Tohoku University)
Talking and Eating are allowed
Global Learning Room

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

Talking is allowed
Global Reference Room

Private Research Room
(Graduate students and academic staff only. Reservation by My Library is required.)

Silent Zone

UN/EU related materials, Great East Japan Earthquake Library
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

1-3F Bound journals
Building 2

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.
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

Enter details of the item here (e.g. title, author, ISBN etc)

You can refine your search here
1-1. Search for books

on-campus, off-campus functionality

Select relevant campus/library
Enter key word

Sorting of search results
Number of items that matched your search: 112

Information about the item such as title (Link for item details):

   - 3rd ed. - New York: Prentice-Hall, c1950

2. **Technical report writing / James W. Souther, Myron L. White**
   - 2nd ed. - New York: Wiley, c1977
The call number is the number written on the spine of the book. Keep a note of this number.
1-2. Search for journals

- Only enter journal title
  - Do not enter volume number
  - Do not search by article title or Author

- Restrict search to “Full title” if name of journal is general

- Do not enter years of publication

- If name of journal is general, restrict search to “Journals”
Check the exact location by clicking on volumes Must!

Location: Economics Library in Kawauchi Campus
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
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/

- Search for Japanese articles (All fields)
- In some cases, full texts are available
List of search results

Search Results: 1-20 of 16401

123456 ...

Select all: Open in New Windows Go Show 20 results Date (newest) Go

- **Article title**
  
- **Author**
  
- **Summary**
  
- **Name of journal, Periodical number & Date of publication**
Search item details

Full text is available online

Check other availabilities
- NDL: National Diet Library
- CiNii Books: University libraries
- LINK: E-journal
- OPAC: Tohoku Univ. Library

Journal title, volume, published year
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

Full text is available online
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/

Enter keywords e.g. education* Japan* eat*
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

Document search results

Sort by dates, cited by, and relevance

Number of articles that reference these ones
Find a full text

Document details

Health SA Gesondheid
Volume 22, 1 December 2017, Pages 28–35
Open Access

Strengths of families to limit relapse in mentally ill family members (Article)

Thohwe, T.T., du Plessis, E., Koen, M.P.

Search criteria:

- Article: Strengths of families to limit relapse in mentally ill family members
- Author: Thohwe, Tihalefi T.
- Journal: Health SA – SA Gesondheid
- ISSN: 1025-9648
- Date: 2017/12
- Volume: 22
- Page: 28 – 35
- DOI: 10.1016/j.hsag.2016.09.003

1. Content is available via the following links

- Coverage Range: 1996 - present
- Links to content: Journal, DQA1
- Resource: Journal, SciELO

FIGURES AND TABLES:

- Table 1
- Table 2

Abstract

Keywords

- 1. Introduction
- 2. Research design and methods
- 3. Trustworthiness
- 4. Ethical considerations
- 5. Findings and discussion
- 6. Limitations, recommendations and...
2-5. Remote Access

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

GakuNin
2-5. Remote Access

Access database & tool index page and click here
2-5. Remote Access

You can see the index of databases which allow remote access and how to connect.
2-5. Remote Access

Enter your Tohoku-dai ID and password
1. Using Internet in the Library*

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

- 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.**
How to create your Sub ID

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

① Log in with your Tohokudai ID to this page:
https://www.srp.tohoku.ac.jp/webmtn/LoginServlet

② Set up your ID from “Regist SubID”.

When connecting to Wi-Fi, enter:
- User ID: [your Sub ID]@student.tohoku.ac.jp
- Password: password for Sub ID
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

Request books in another campus or books on loan

Report writing / by Carl G. Gaum, Harold F. Graves and Lyne S.S. Hoffman

Material Type: Books
Edition: 3rd ed
Publisher: New York : Houghton Mifflin
Year: c1950
Size: xx, 384 p. : ill.
Subjects: LCSH: Report writing
LCSH: English language -- Rhetoric

Language: English

Location: LIB-USculture
Volume: 808/G
Call No.: 00130321104
Barcode No.: 00130321104
Status: In stock
Comments:

ISBN:
Reserve: No
Request Memo: Request

Notes: Bibliography: p. 336-356
Includes index

Authors:
Gaum, Carl G
Graves, Harold F
Hoffman, Lyne S. S

Classification: LCC:PE1478
Interlibrary loan / Photocopy request

Japanese website has a direct link to the order page

Login to My Library
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.

3-2. Facebook / Twitter

Tohoku University Library Concierge Service for Int’l Student

@TUL_Global