

TOHOKU UNIVERSITY AGRICULTURAL LIBRARY

Guide



Library Hours

■ Open

	Monday - Friday	Sat., Sun, and holidays
Lecture term	09:00 - 20:00	Closed
Others (Vacation)	09:00 - 17:00	

■ Close

- Saturdays / Sundays / National Holidays
- Year-end / New Year

* For other exceptions please check our notice board or website.

■ Night and closed days

- All faculty members and students of Tohoku University can enter the library from 7:00 until 24:00 every day.

Library Membership and Guidelines

- To use the library, you need to have one of the ID cards or digital ID card (Tohoku University Official App QR code) shown below.
If you don't have either of them, contact the service desk.

Users	Card	Issuing Section	Available or not digital ID (App QR code)
Staff	Staff Card	General affairs section	available
Students	Student Card	Instruction section	available
Emeritus professors	Library user card	Agricultural Library	Under preparation
Others (*1)	Library user card	Agricultural Library(*2)	Available to those with a Tohoku University ID (*3)

(*1) Researchers, Research Students, Auditors, and so on.

(*2) If you are a staff member not affiliated with Faculty of Agriculture, please contact the library of your department.

(*3) 【Faculty and Staff】 Access is granted automatically based on job type in some cases, and through application in others. If you are unsure whether you possess a Tohoku University ID, please contact the administrative office of your department.

Entering

- Swipe your ID card through the scanner or scan the QR code to open the door.
- If you don't have either of them, use the interphone to contact the staff.
- An electronic security device has been set. If you have a pacemaker, please call the staff through the interphone.

Library Circulation

- To check out materials, bring them to the service desk with your ID card. You can also use a self-checkout machine. (Some materials are not included.)

Number of materials that may be borrowed & Loan period

	Reading room / Lounge			Shared stack room			Books from other on-campus libraries		
	Number	Duration	Renewal	Number	Duration	Renewal	Number	Duration	Renewal
Faculty members Graduate students	10								
Undergraduate Students, others	5	2weeks	1time	5	2weeks	1time	5	2weeks	1time

- Before the due date, you can renew materials by "Check Status of Loan/Reservation" on "MyLibrary", you don't need to visit the library in person. You cannot renew if the material is reserved by someone else or if you have overdue materials.

Returning

- When you return materials that you borrowed from Agricultural Library and other on-campus libraries, bring them to the service desk. When the library is closed, put them into the book drop located near the entrance. (Some materials are not included.)

Reservation / Delivery

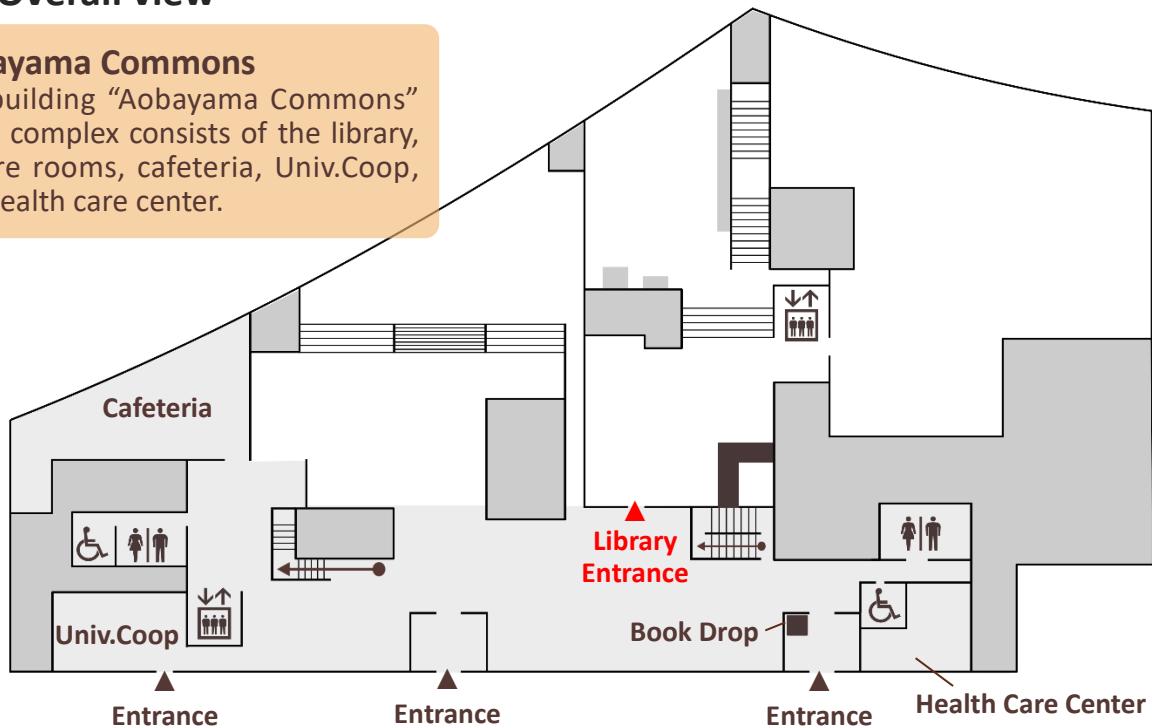
- You can reserve materials which are already on loan.
- You can request or reserve books from other on-campus libraries and get them delivered to Agricultural Library.
- Please log in to "MyLibrary" and request from the "Reserve" button on "Online Catalog".
- Some materials cannot be reserved or requested.

Floor Guide

1 F Overall view

Aobayama Commons

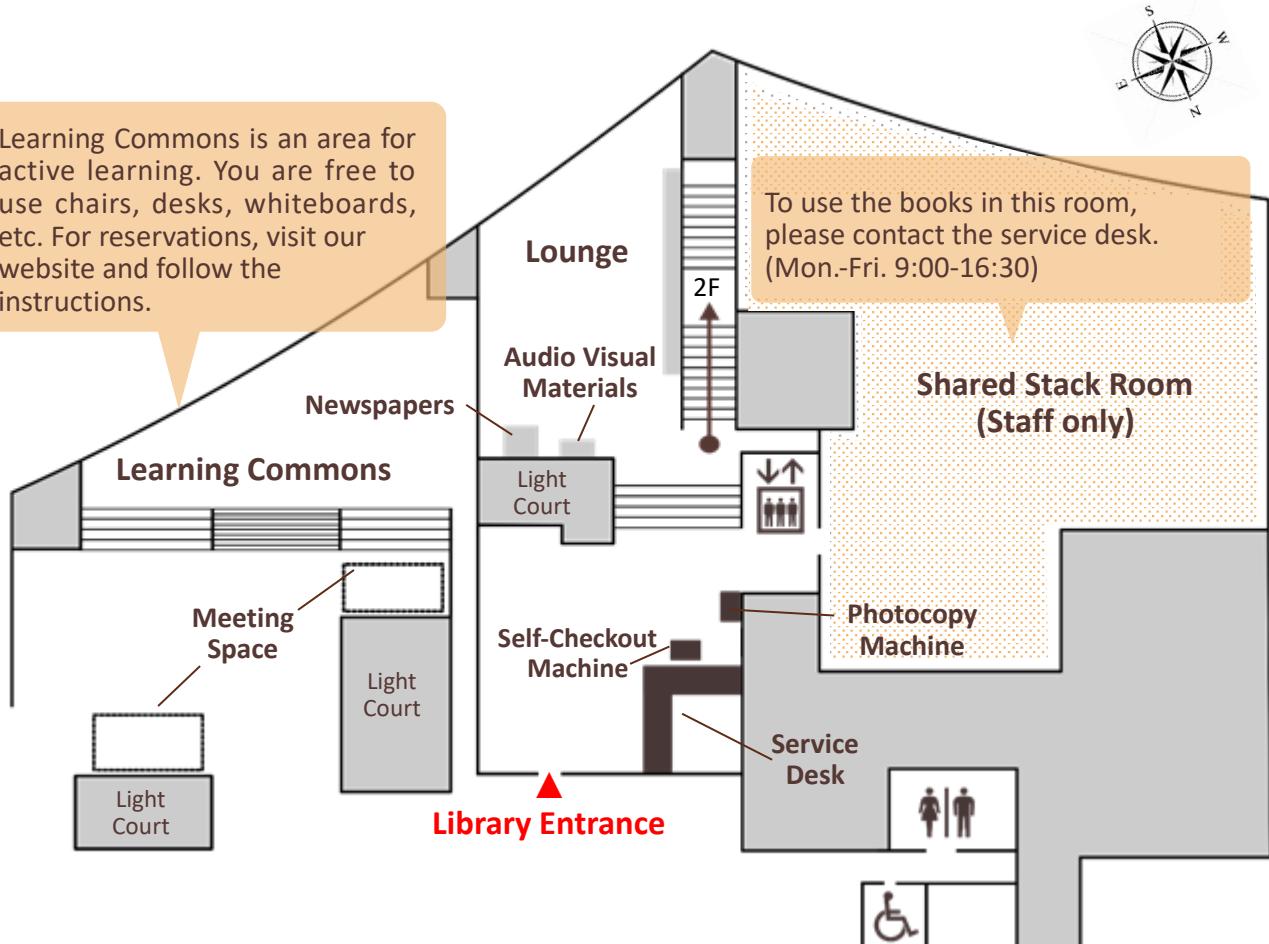
The building "Aobayama Commons" is the complex consists of the library, lecture rooms, cafeteria, Univ.Coop, and health care center.



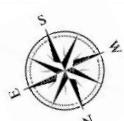
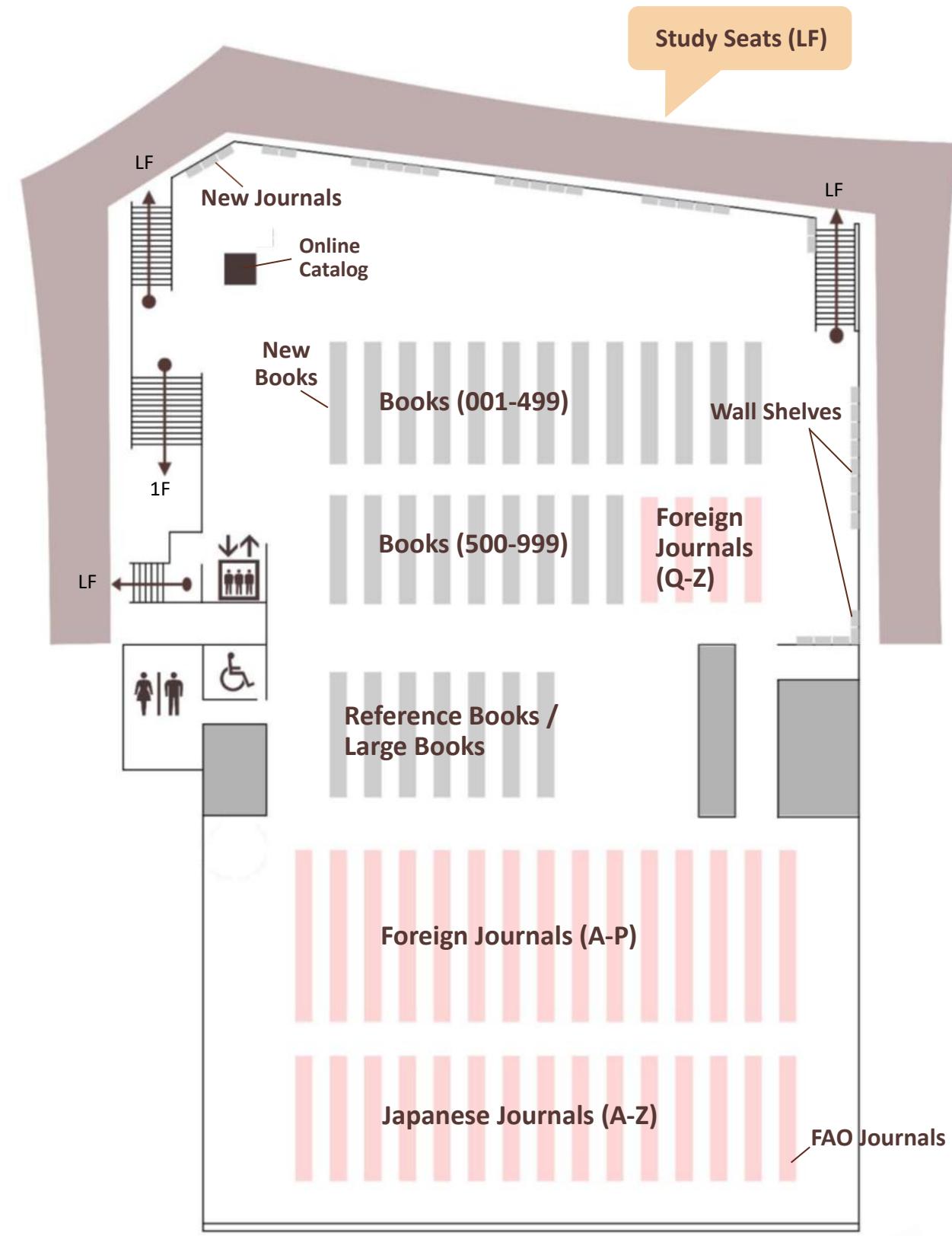
1 F Library area

Learning Commons is an area for active learning. You are free to use chairs, desks, whiteboards, etc. For reservations, visit our website and follow the instructions.

To use the books in this room, please contact the service desk. (Mon.-Fri. 9:00-16:30)



2 F Library area



Copying

- There is a coin-operated copying machine for private expense beside the services desk. If you wish to make photocopies for the laboratory's expense, please ask the library staff.
- When making photocopies of the library's materials, please fill out the application form and bring it with photocopies to the service desk.

Photocopy request & Inter-Library Loan

- If you can't find what you are seeking in Agricultural Library, you can request photocopies of articles or use the Inter-Library Loan service.

■ Application

- Please log in to "MyLibrary" and submit your request the Library Catalog (OPAC) or "Inter-Library Loan/ Photocopy request" service.

■ Payment

- From April 2025, all ILL (Interlibrary Loan and Document Delivery) fees, whether for private or official expense, are borne by the University.
Please select "ILL University Support" as the payment method.
- Please select your payment method (Laboratory expense/ private expense) based on your situation.

■ Time requirement

- All articles require about 1 week on average. If you request rare or overseas articles, note that it will take several weeks to receive them.

Learning Commons

- Learning Commons is an area for active learning. You are free to hold events such as seminars, class works, group activities, workshops, and lecture meetings.
- You can borrow the equipment listed below.
Projector/screen/laser pointer/speakerphone for online meetings/microphone set/mic stand/display panel/presentation desk/lectern/signboard/reception desk/ power strip, etc.
- If you wish to make a reservation, please visit our website and follow the instructions.

PC / Wi-Fi

- Campus Wi-Fi (eduroam) is available inside the library.
- There are PCs available for loan. Loans can be made during opening hours, and they cannot be taken outside the Aobayama Commons.
- You can send a print order from a designated computer to a photocopy machine (private expense).

Online Services <https://www.library.tohoku.ac.jp/en>

- Library website provides a variety of web services as below.
- Online Catalog (OPAC)
Tohoku University library's holdings can be searched through the online catalogue. You can search for theses of graduate students of Agricultural Department in Institutional repository yourself. If you wish to read the actual dissertation /thesis, please ask the library staff.
- MyLibrary *Only for university members*
Check status of loan/reservation/interlibrary loan/ photocopy request/purchase request
- Electric resources *Only for university members*
Databases, e-journals, and e-books can be available.

Reference Service / Instruction Services

- The library staff is always ready to advise and assist you in accessing library materials and information. Please ask the staff if you have any questions.
- We offer services such as general guidance on using the library or specific guidance for using databases etc., for individuals, groups or classes on demand. Contact the staff for further information and consultation.

For the General Public

- General public can use Agricultural Library for research purposes.
- You will be asked to fill in a reception form when you enter the library.
- Please take into consideration of students during the examination period.
- For more information, please visit the website of the Agricultural Library.

Notice



Only bottled drinks are allowed.



No eating or drinking except in a specified area.



No talking on the phones.

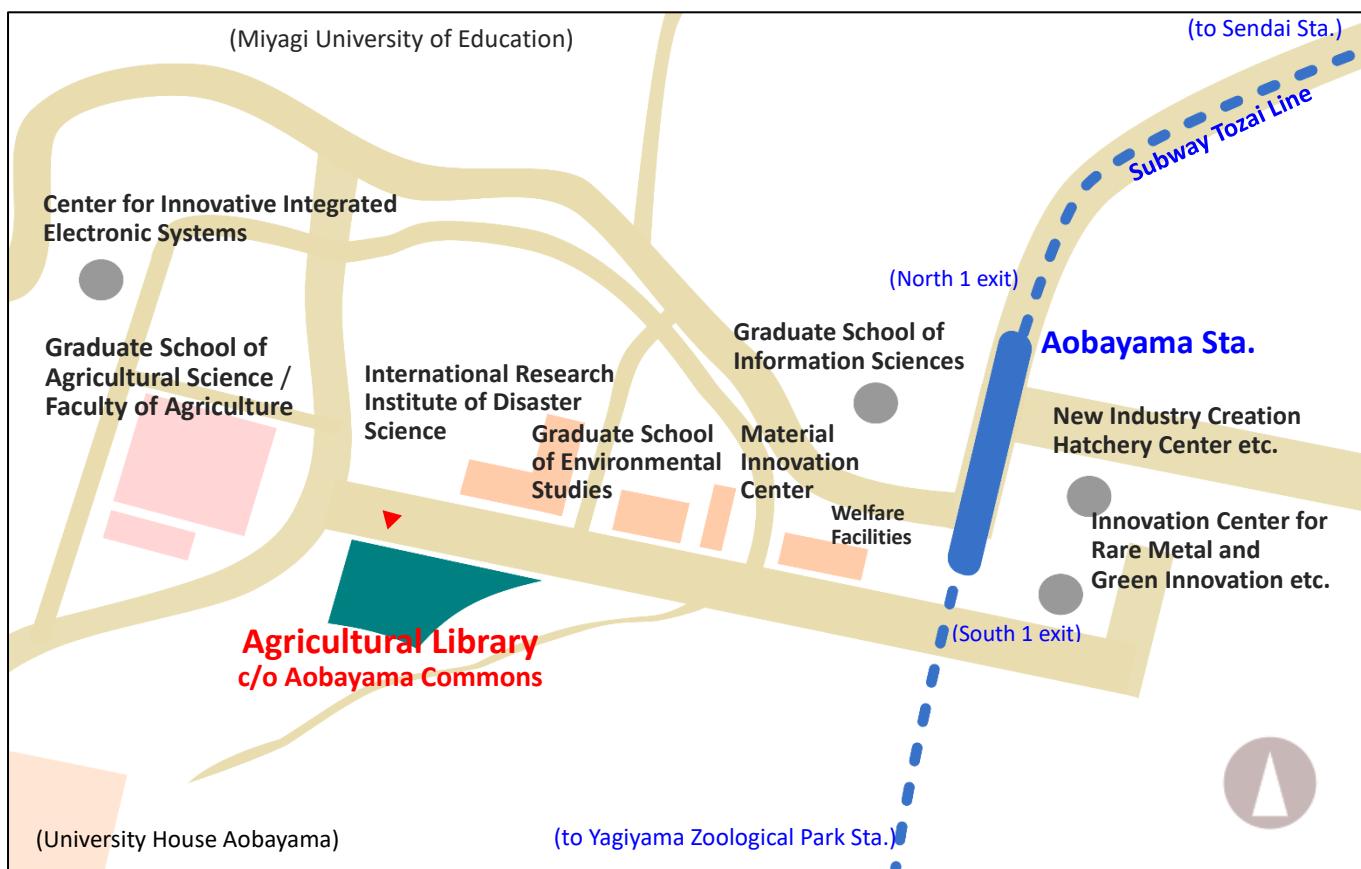


No smoking on premises.



Get permission from the service desk for taking photos.

Access



By Subway

Get on the subway Tozai Line bound for Yagiyama Zoological Park at Sendai Subway Station and get off at "Aobayama" station. 5 minutes walk from the exit 'South 1'.

Contact

