Today’s outline

• About the Tokyo Tech Library
• Library services
• How to search for materials
• How to use the electronic resources
• Copyright Act of Japan
About the Tokyo Tech Library
Books

Japanese: 240,344
Other Language: 389,479
Total: 629,823

Journals (number of titles)

Japanese: 2,689
Other Language: 11,498
Total: 14,187

(As of 2017)
Ookayama Library

Appearance
Ookayama Library

Large Reading Space

Campus Wireless LAN

Library Space (B1F)
Ookayama Library

Classical masterpieces around the world, published on paper & DVD

Materials for Liberal Arts (B1F)
Materials for Language Study & Study Abroad

Materials for Language Study / Study Abroad (B2F)
Talking allowed!

General Magazines & photo books

Refresh Room (B2F)
Ookayama Library

Study Space (2F)

Triangular Study Space

Move Tables and Chairs Freely for Group Learning
Ookayama Library

4 Group Study Rooms
for Group studies & Seminars and Research presentations

Equipment:
Multifunctional white board
Projector & Screen

Study Space (3F)

8 PCs (managed by GSIC)
Suzukakedai Library

**Books**

Japanese: 52,198
Other Language: 100,403
Total: 152,601

**Journals** (number of titles)

Japanese: 677
Other Language: 2,004
Total: 2,681

(As of 2017)
Suzukakedai Library

Materials for Liberal Arts, Language Study / Study Abroad & International Students

Communication Area (2F)
Suzukakedai Library

You can order and reserve it from Ookayama campus.

Consists of many popular books and paperbacks in Japanese, English & other languages

Peripatos Collection (1F)
Online resources

E-journals

Japanese Titles: 20
Other Language: 12,652
Total: 12,672

E-books

Japanese Titles: 251
Other Language: 22,242
Total: 22,493

(As of 2017)

Online resources are available in the campus network.
The Essential Points

① There are two libraries in the institute.

② There are various collections and spaces in the libraries.

③ Online resources are available anywhere with the device connected to the campus network.
Library services
Access to the Library website

https://www.libra.titech.ac.jp/en
User's guide

For Campus Members

Before using the library
- IC Card
- User registration and editing
- Our rules

Use of library materials
- Material Search
- Checkout, Renewal, Return
- Reservation
- Photocopy

Interlibrary Services
- Inter-campus Delivery: Books
- Interlibrary Loan: for books

https://www.libra.titech.ac.jp/en/guide/members
Floor maps

Ookayama Library Map

The construction of the Ookayama Campus Library was a landmark building stands in pride of place on route from the hill planted with indigenous wildflowers and grasses is

<table>
<thead>
<tr>
<th>Floor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3F</td>
<td>Study Space, Group Study Rooms</td>
</tr>
<tr>
<td>2F</td>
<td>Study Space</td>
</tr>
<tr>
<td>1F</td>
<td>Stack Rooms, Staff Office, Meeting</td>
</tr>
<tr>
<td>B1F</td>
<td>Entrance, Counter, Reading Space,</td>
</tr>
<tr>
<td></td>
<td>Reference Visitor Services</td>
</tr>
<tr>
<td>B2F</td>
<td>Reading Space, Refresh Room, Lecture</td>
</tr>
</tbody>
</table>

Ookayama Floor Map : B1F

Floor Maps

B2F

2F
Checking out books

You can check out up to **10 books** for **2 weeks**.

- You need your **ID card** and **PIN code**.
- You can’t check out **Journals**.

Circulation Counter

Ookayama

Suzukakedai

Self-checkout Machine
Your initial PIN code is here.
Returning books

When library is OPEN

• Circulation counter
• Book return bin on the 1st basement [Ookayama only]

When library is CLOSED

• Book return bins outside the entrance

▼Ookayama Library
1st floor and 1st basement floor

▼Suzukakedai Library
near the library entrance
Returning books

Penalty for overdue

If you missed your returning due date, you can’t check out or renew books for as many days as the book is overdue.

E.g.

<table>
<thead>
<tr>
<th>Due date</th>
<th>Return</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 10th</td>
<td>11th</td>
</tr>
<tr>
<td></td>
<td>12th</td>
</tr>
<tr>
<td></td>
<td>13th</td>
</tr>
<tr>
<td></td>
<td>14th</td>
</tr>
<tr>
<td></td>
<td>15th −</td>
</tr>
</tbody>
</table>

2 days late = penalty period

Check out / renew books as usual
Photocopy

Photocopiers for library materials

Ookayama: 1st basement floor
Suzukakedai: 1st floor

Monochrome 10 Yen / 1 sheet
Color 50 Yen / 1 sheet

• There are some restrictions based on Copyright Act of Japan.

• Only library materials can be copied. (not your reports or notebooks)
Other services

- **Reserve**
  You can reserve a checked-out book.

- **Order**
  You can order books from the other campus.

- **ILL (Interlibrary Loan)**
  You can order materials from other libraries.

- **Renew**
  You can renew the due dates of books you have checked out.

All the services above are available **online** too.
The Essential Points

1. User’s guide is helpful for using the library.
2. Don’t miss the due date of the books.
3. Many services are available online.
How to search for materials
Search Library Catalog

★ Contents
Library materials: books, journals, and more

★ Search terms
Keywords: words in title, author, or other information of a material

★ What do you get by using Library Catalog?
• Whether the library holds a material or not
• Where a material is located in the library
• Whether you can check out a material or not
• Reserve a material that other person has borrowed
• Order a material from another campus
Click here to open the top page of our website
https://topics.libra.titech.ac.jp/en/
Please search for this book. You have 5 min.

Title: Engineering fluid mechanics

Authors: D.F. Elger, Barbara A. LeBret, C. T. Crowe, John A. Robertson

“Engineering fluid mechanics”
<table>
<thead>
<tr>
<th>Rank</th>
<th>Title</th>
<th>Author(s)</th>
<th>Published</th>
<th>Holdings</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Engineering fluid mechanics. 8th ed., Wiley international ed</td>
<td>Clayton T. Crowe, Donald F. Elger, John A. Roberson</td>
<td>Hoboken, N.J. : Wiley, c2005 xii, 656, 20, 12 p. ; 26 cm</td>
<td>Available, Ookayama Main Lib. 1F - Stack Room 1 (Staff Only), Y041542</td>
</tr>
</tbody>
</table>

Table of Contents: Read more
- Preface
- Introduction / Chapter One
- Fluid Properties / Chapter Two
Engineering fluid mechanics / Donald F. Elger ... [et al.]

**Edition:** 11th ed., International student version

**Format:** Book

**Published:** Singapore : Wiley, c2016

**Description:** xii, 540 p.; 26 cm

**Authors:**
- Elger, D. F. <DA12922806>
- LeBret, Barbara A.
- Crowe, C. T. (Clayton T.) <DA04305917>
- Roberson, John A. <DA0364982X>

**ISBN:** 9781119249221 [1119249228]

**NCID:** BB24452948

**Location:** Ookayama Main Library B1F
Practice 2

Please search for this print journal. You have 5 min.

Journal Title

“Materials technology”
Click here to open the top page of the Library Catalog

Tokyo Institute of Technology Library Catalog

Search for other sites by same keyword(s).

Search

Advanced search

“materials technology”
Full title: “materials technology”
Search Library Catalog

Use filters

- **Format**
  - Book (2)
  - Journal (1)
  - eJournal (1)

- **Publication Year**
  - 1990-1999 (1)
  - 1970-1979 (1)

- **Library**
  - Ookayama (2)

- **Location**
  - Main Lib. B1F; Compact Shelving - General Books (1)
  - Main Lib. B2F; Compact Shelving - International Journals (1)

- **Author**

Browse

1. **Book**
   - **Materials technology**: presented at the II Interamerican Conference on Materials Technology, August 24-27, 1970, Unidad de Congresos, Mexico City, Mexico
   - Organized by Southwest Research Institute; general manager, R. C. Wylie, symposium coordinator, David L. Black
   - Published: New York: Published on behalf of Southwest Research Institute by the American Society of Mechanical Engineers, c1970 706 p.; 28 cm
   - Series: *An interamerican approach for the seventies* ; 1
   - Holdings: Available, Ookayama Main Lib. B1F; Compact Shelving - General Books, Y012485

2. **Book**
   - **Materials technology**
   - Published: London: Butterworths
   - Holding items in this series: v. The nature of materials / J.C. Tweddle. 1 Butterworths, 1973

3. **eJournal**
   - **Materials technology**
   - Published: Taylor & Francis Physics Online Archive, ENGLAND: Elsevier

4. **Journal**
   - **Materials technology**
   - Published: New York, N.Y.: Elsevier, c1993- v. ; 28 cm
   - Volumes & Years: Vol. 8, no. 1/2 (Jan/Feb. 1993)-
Materials technology

Format: Journal

Back Title: Materials Technology

Published: New York, N.Y.: Elsevier, c1993-

Description: v.; 28 cm

Volumes & Years:
Vol. 8, no. 1/2 (Jan./Feb. 1993)-

Continues: Materials and processing report; MPR <AA10665935->
Advanced performance materials <AA11031373>

ISSN: 10557857

NCID: AA10974628

Find it:

[link to TDL database]

Full Text:
1. Taylor & Francis Physics Online Archive Available from 1988 until 1995

Holdings:

Location: Okayama Main Library B2F
Call Number: 0-25, 26(1-4), 27-33, 34(1-2+)
Volumes: 1993-2019

[Location map]

Location: Okayama Main Library B2F; Compact Shelving - International Journals
Search Library Catalog
Engineering fluid mechanics / Donald F. Elger ... [et al.]

**Edition:**
11th ed., International student version

**Format:**
Book

**Published:**
Singapore : Wiley, c2016
We always accept your requests for book purchase.

**Book Selection Policy**

Materials selected for library purchase should be used by many students for learning purposes for a long period of time.
How to search for materials

The Essential Points

① You can search for library materials using the Library Catalog.

② Search results indicate where materials are in the library.
How to use electronic resources
Search for e-journals
Search for e-journals

https://sfx.usaco.co.jp/titech/az?&lang=eng
Please search for this online article. You have 5 min.

Journal Information
“Nature”
Volume 432, p. 1032-1036, 2004

Article Information
“The role of autophagy during the early neonatal starvation period”
Authors: Kuma. A, Hatano M., Matsui M., Yamamoto A., Nakaya H., Yoshimori T., Ohsumi Y., Tokuhisa T., Mizushima N.
“nature”
### Search for e-journals

**Tokyo Tech E-Journals and E-Books list**

<table>
<thead>
<tr>
<th>Title</th>
<th>Subject</th>
<th>Search</th>
<th>Ebooks</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Others</td>
<td>&quot;</td>
<td>&quot;</td>
<td>&quot;</td>
</tr>
<tr>
<td>あいうえおかきくけこさしすせそたちつととなにぬの</td>
<td>&quot;</td>
<td>&quot;</td>
<td>&quot;</td>
</tr>
<tr>
<td>はひふへほまみむめもやゆよよらりるれろろわ Others</td>
<td>&quot;</td>
<td>&quot;</td>
<td>&quot;</td>
</tr>
</tbody>
</table>

Title: nature  
Starts with Contains

※You can search e-journals from this list.  
When you search ebooks, please use "Ebooks" tab.

Total number of e-Journals: 86

<table>
<thead>
<tr>
<th>Journal title</th>
<th>(Vendor)</th>
<th>Available years</th>
<th>Available vol.no.</th>
</tr>
</thead>
</table>
| Adansonia     | Free E-Journals  
Open Access | 2000 -  
2000 - | 22 (1) -  
- |
| The AFCS-nature molecule pages | Free E-Journals | 2012 - | 1 (1) - |
Search for e-journals

You can search e-journals from this list. When you search ebooks, please use "Ebooks" tab.

<table>
<thead>
<tr>
<th>Title:</th>
<th>ISSN</th>
</tr>
</thead>
<tbody>
<tr>
<td>nature</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vendor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACM Digital Library</td>
</tr>
<tr>
<td>ACS Division Proceedings Online Series</td>
</tr>
<tr>
<td>AIAA Aerospace Research Central</td>
</tr>
<tr>
<td>AIP Citation</td>
</tr>
<tr>
<td>Allen Press</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture Sciences</td>
</tr>
<tr>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Business, Economy and Management</td>
</tr>
<tr>
<td>Chemistry</td>
</tr>
<tr>
<td>Earth Sciences</td>
</tr>
</tbody>
</table>

Search button: Search
Go button: Go
Reset button: Reset
<table>
<thead>
<tr>
<th>Journal title</th>
<th>(Vendor)</th>
<th>Available years</th>
<th>Available vol.no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nature</td>
<td>EBSCOhost Academic Search Premier Free E-Journals Nature</td>
<td>1997/06/05 - 2015/11/27 1869 - 1875 1869 -</td>
<td>1 (1) - 12 (313) 1 (1) -</td>
</tr>
<tr>
<td>Nature: National Academic Journal of Architecture</td>
<td>Open Access</td>
<td>2014 -</td>
<td>-</td>
</tr>
</tbody>
</table>
Search for e-journals

[Search for other information]

[Holdings information]

<Full Text>

EBSCOhost Academic Search Premier
Year: [ ] Volume: [ ] Issue: [ ] Start Page: [ ]
Available from 1997/06/05 until 2015/11/27

Free E-Journals
Available from 1869 volume: 1 issue:1 until 1875 volume: 12 issue:313

Nature
Year: [ ] Volume: [ ] Issue: [ ] Start Page: [ ]
Available from 1869 volume: 1 issue:1

<Link to Library Catalog>
Search Tokyo Institute of Technology Library holdings

<Link to ILL>
Order Articles or Interlibrary Loan
How to use databases

**Databases**

- **keyword**
- **Filter by subject (multiple choice allowed)**
  - Select All
  - General
  - Science and Technology
  - Humanities and Social Sciences
- **search**

**General**

- **Academic Search Premier [EBSCOhost]**
  - Multi-disciplinary database which provides full text for more than 4,600 journals.
- **CINII Articles**
  - Database of articles published in Japanese academic society journals and university research bulletins.

How to use databases

“gravitational waves”

Source: Clarivate Analytics. Web of Science
Prohibited Actions

- Downloading a large numbers of articles
- Reproduction and distribution to others
- Commercial, non-educational, non-scholarly, or non-research use

Ref >> https://www.libra.titech.ac.jp/en/ej_notice
Computers in the library

• PCs for the Library Catalog
  Ookayama: 1st and 2nd basement floors
  Suzukakedai: all floors

• PCs for Information retrieval
  Ookayama: 1st basement floor
  Suzukakedai: 1st floor
The Essential Points

① You can search for e-journals using the e-journals and e-books list.

② You can search for articles using databases by any keyword you like.

③ When using the electronic resources, you must comply with their terms of use.
Copyright Act of Japan
Books, articles and other works are protected by the Copyright Act of Japan.

Do not copy these works without a proper authorization.

Copyright Act of Japan: Article 31 "Reproduction, etc. in libraries, etc."

Under certain exceptional conditions, you can copy without obtaining permission.
Photocopying in libraries

- You can photocopy a part of a work (less than half)

- The purpose of photocopying must be for your own research or study.
Citing

Article 32 “Quotations”
Article 48 “Clear indication of source”

Don’t treat results produced by others as your own work.

When citing them in your reports, you must:

• Distinguish them from your results
• Clearly indicate the sources
Description of Bibliographic References

Ex.1: A part of the book


Ex.2: A paper in the journal


「SIST: Standards for Information of Science and Technology」 http://jipsti.jst.go.jp/sist/ (Japanese)
Thank you for your attention!

We hope that you will enjoy your studies at Tokyo Tech!!