



Library Guidance

Information Literacy I

Tokyo Institute of Technology Library
June 1, 2020

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

Ookayama Library



Books

Japanese: 239,656

Other Language: 390,807

Total: 630,463

Journals (number of titles)

Japanese: 2,717

Other Language: 11,519

Total: 14,236

(As of 2018)

Ookayama Library

Please follow the instructions from the university and do not visit now.



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)

Ookayama Library



Materials for Language Study
& Study Abroad

Materials for Language Study / Study Abroad (B2F)

Ookayama Library



General Magazines & photo books

Talking allowed!

Refresh Room (B2F)

Ookayama Library



Triangular Study Space

Move Tables and Chairs Freely
for Group Learning

Study Space (2F)

Ookayama Library



8 PCs (managed by GSIC)

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

Equipment:
Multifunctional white board
Projector

Study Space (3F)

Suzukakedai Library



Books

Japanese: 53,322

Other Language: 100,566

Total: 153,888

Journals *(number of titles)*

Japanese: 669

Other Language: 2,004

Total: 2,673

(As of 2018)

Suzukakedai Library

Some features of external design are inspired by a cruise ship.

Many popular books and paperbacks in Japanese, English & other languages

Appearance

Under full renovation of Suzukakedai Library

Work Period: from April 2020 to June 2021 (tentative)

Services during renovation (from April 2020 to June 2020 (tentative))



Available

- Requesting, reserving books
- Requesting copies
- Returning



NOT available

- Seats for browsing
- Seminar Rooms
- Browsing, Checking out books
- Photocopying

Under full renovation of Suzukakedai Library

Work Period: from April 2020 to June 2021 (tentative)

Services during renovation

(**from June 2020** to June 2021 (tentative))



Available

Some parts of the materials in Suzukakedai Library will be started for:

- **Browsing, Returning, Checking out books**
- **Photocopying**

Reopen in June 2021!

Expansion of group study space and space for individuals



Zoning for comfortable environment

Image after renovation

Online resources



E-journals

Japanese Titles: 126
Other Language: 12,341
Total: 12,467

E-books

Japanese Titles: 525
Other Language: 24,998
Total: 25,523

(As of 2018)

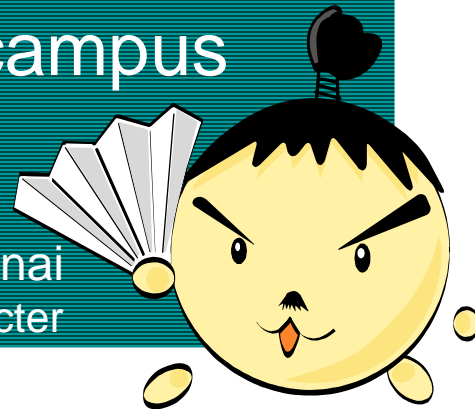
Online resources are available in the campus network.

About the Tokyo Tech Library

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.

Shirabe Gennai
LiDance(Library Guidance) Character



Library services



Access to the Library website

The screenshot shows the homepage of the Tokyo Institute of Technology Library. At the top left is the library logo with the text "東京工業大学附属図書館" and "Tokyo Institute of Technology Library". To the right are navigation links for "Online Request", "日本語", and "Tokyo Tech". Below these are links for "Access" and "Sitemap", and a search box labeled "Search this site". A teal navigation bar contains "Services", "Search & Find", "Learning Support", and "Contact Us". The main content area features a large teal overlay with a search bar for the "Library Catalog" and links to "E-Journals, E-Books" and "Databases". A red banner below the search bar contains a warning icon and the text "April 7, 2020 Both Ookayama Library and Suzukakedai Library close from 8 April". The "News" section includes a "NEW" tag, the date "May 11, 2020", and tags for "Ookayama", "Suzukakedai", and "News", with the headline "The extension of the due date". To the right is a "Today's Hours" section for "May 15" showing "Ookayama" and "Suzukakedai" as "closed".

東京工業大学附属図書館
Tokyo Institute of Technology Library

Online Request 日本語 Tokyo Tech

Access Sitemap Search this site

Services Search & Find Learning Support Contact Us

Library Catalog

Search for books, journals, and more search

E-Journals, E-Books Databases

April 7, 2020 Both Ookayama Library and Suzukakedai Library close from 8 April

News

NEW May 11, 2020 Ookayama Suzukakedai News

The extension of the due date

Today's Hours

May 15

Ookayama closed

Suzukakedai closed

<https://www.libra.titech.ac.jp/en>

User's guide

東京工業大学附属図書館
Tokyo Institute of Technology Library

Online Request 日本語 Tokyo Tech

Services Search & Find

Home > For Campus Members

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

Q Library Catalog
Search for books, journals, and more

E-Journals, E-Books Databases

For Campus Members
For Visitors
Online Request
Floor Maps
Using Materials
Collections
Application Forms

<https://www.libra.titech.ac.jp/en/guide/members>

Floor maps

Services

Search & Find

For Campus Members

For Visitors

Online Request

Floor Maps

Using Materials

Home > Floor Maps

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 a

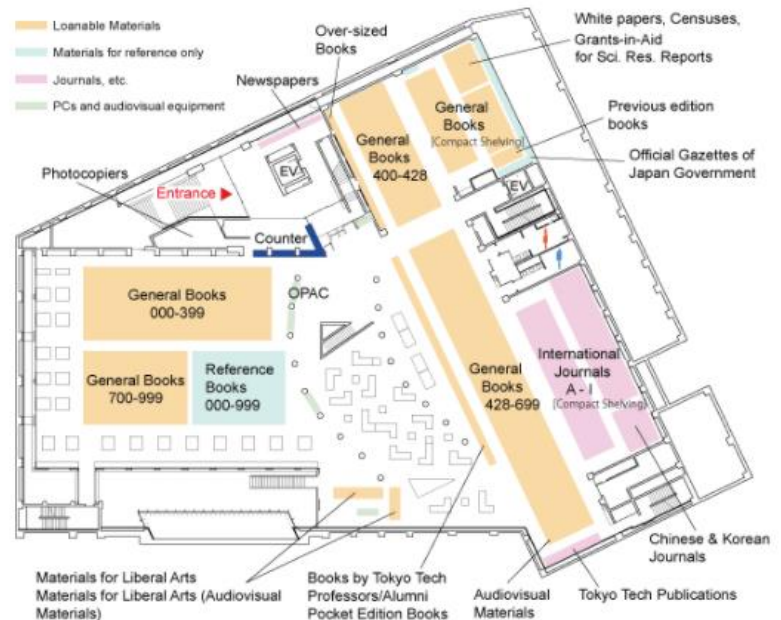
Floor	Facilities
3F	Study Space, Group Study Rooms
2F	Study Space
1F	Stack Rooms, Staff Office, Meeting Room
B1F	Entrance, Counter, Reading Space, Meeting Room
B2F	Reading Space, Refresh Room, Lecture Room

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

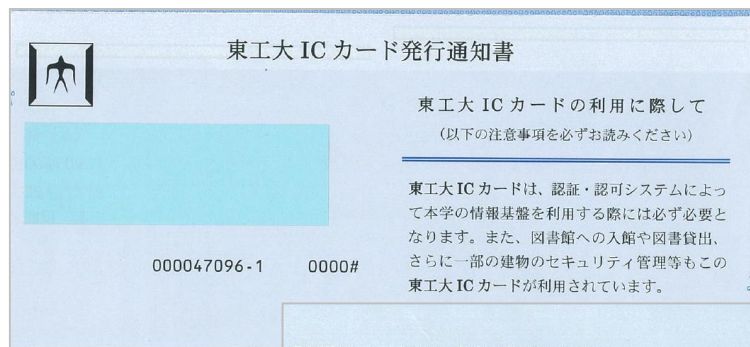


Suzukakedai

Self-checkout
Machine



What is "PIN code"?



●初期パスワードには、数字は含まれていません。
●初期パスワードには、. (ピリオド)、/ (スラッシュ) が含まれている場合があります。
間違えやすい英文字 (C)内は小文字) を以下に示します。
C(c)、I(i)、J(j)、K(k)、L(l)、O(o)、
U(u)、V(v)、W(w)、X(x)、Z(z)
●パスワードが ***** の場合は、現在ご使用中のパスワードと同じものです。
●初期 PIN コードは、すべて数字です。

(注意事項)
・東工大 IC カードの裏面の注意事項を遵守してください。
・東工大 IC カードの再発行には最長 2 週間程度かかり、場合によっては再発行費用の負担が生じます。くれぐれも紛失や破損等のないように注意してください。
・この用紙と東工大 IC カードは別々に保管し、アカウント、パスワード、PIN コードを他人に知られないようにしてください。
・初期パスワードは速やかに変更してください。
変更方法は、東工大ポータルページからログインし、"パスワード変更"を行ってください。
・セキュリティ上、他のサービスと同じパスワードは使用しないでください。

(問い合わせ先など)
・認証・認可システムポータルページ
<http://portal.titech.ac.jp/>
・ご不明点がありましたら下記へご連絡ください。
東工大 IT サービスデスク
電話 : 03-5734-3654 (内線 3654)
E-mail : helpdesk@gsic.titech.ac.jp

○アカウント (Account)
○初期パスワード (Initial Password)
○初期 PIN コード (Initial PIN Code)

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

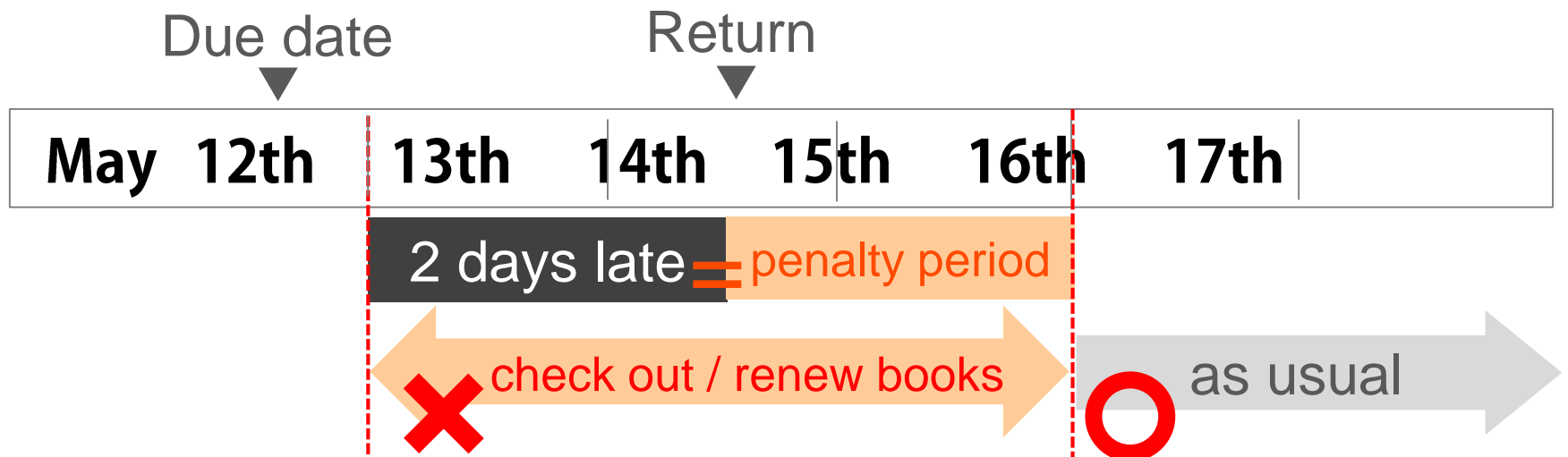


Returning books

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.



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 own materials)

Other services

- **Reserve**

You can reserve a checked-out book.

- **Order**

You can order books from the other campus.

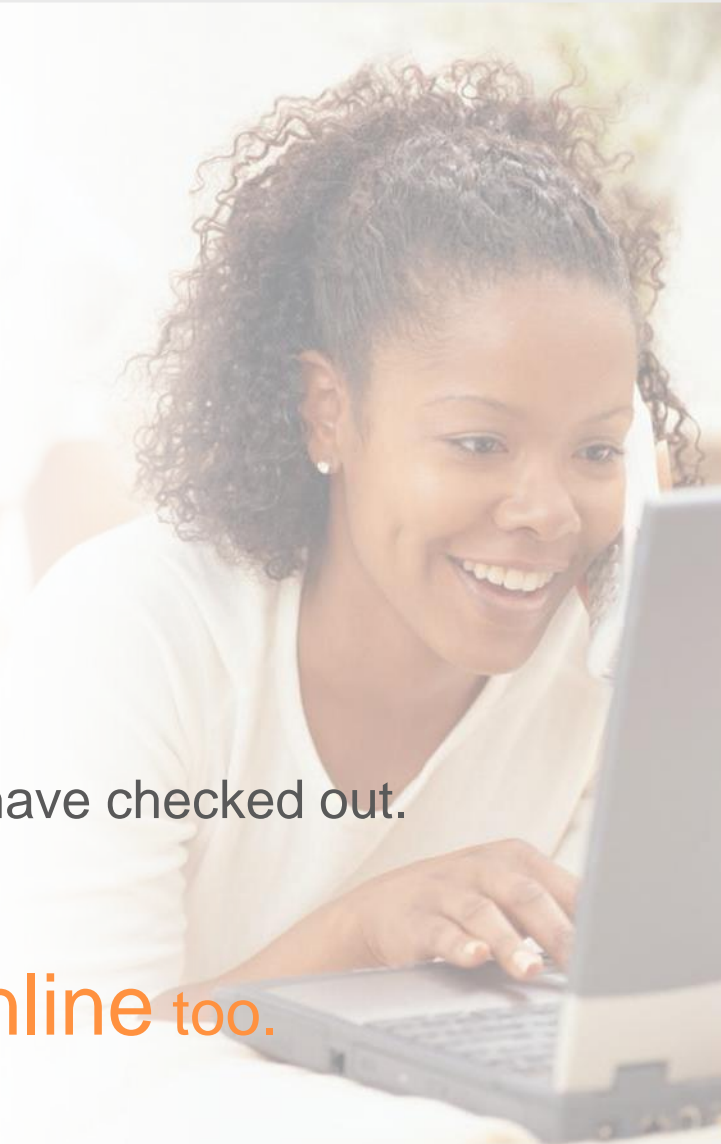
- **ILL (Interlibrary Loan)**

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.

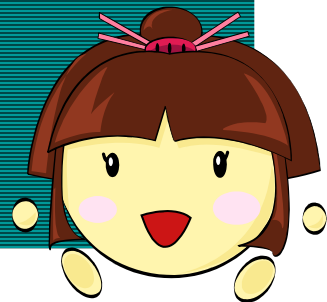


Library services

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.

Chotto Omachi
LiDance(Library Guidance) Character



A decorative graphic on the left side of the slide featuring several vibrant red maple leaves. The leaves are positioned on thin, dark brown stems and are set against a soft, out-of-focus background of light blue and white, suggesting a bright, sunny day. The overall aesthetic is clean and modern.

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

Search Library Catalog

The image shows a screenshot of the Tokyo Institute of Technology Library website. At the top left, the logo and name "東京工業大学附属図書館 Tokyo Institute of Technology Library" are highlighted with an orange box. To the right, there are buttons for "Online Request" and "日本語", and the "Tokyo Tech" logo. Below these, there are links for "Access" and "Sitemap", and a search bar labeled "Search this site". A teal navigation bar contains "Services" and "Search". A large white callout box with an orange border contains the text "Click here to open the top page of our website" and an orange arrow pointing to the "Search" link in the navigation bar. Below the navigation bar is a large teal banner with a search bar and the text "Library Catalog". The search bar contains the text "Search for books, journals, and more" and a "search" button. Below the search bar are links for "E-Journals, E-Books" and "Databases". The background of the banner shows a library interior with people sitting at tables.

東京工業大学附属図書館
Tokyo Institute of Technology Library

Online Request 日本語 Tokyo Tech

Access Sitemap Search this site

Services Search

Click here to open the top page of our website

Library Catalog

Search for books, journals, and more search

E-Journals, E-Books Databases

Search Library Catalog



[Library Top Page](#) | [Electronic journals List](#) | [Online Request](#) | [New Books List](#) | [New Journals List](#)
[Library Catalog](#) | [Article DB](#) | [Source Title DB](#) | [Cross Search](#) | [Books Ranking](#)
[Tokyo Tech Book Review](#) | [Bookmarks](#) | [Help](#) | English ▼

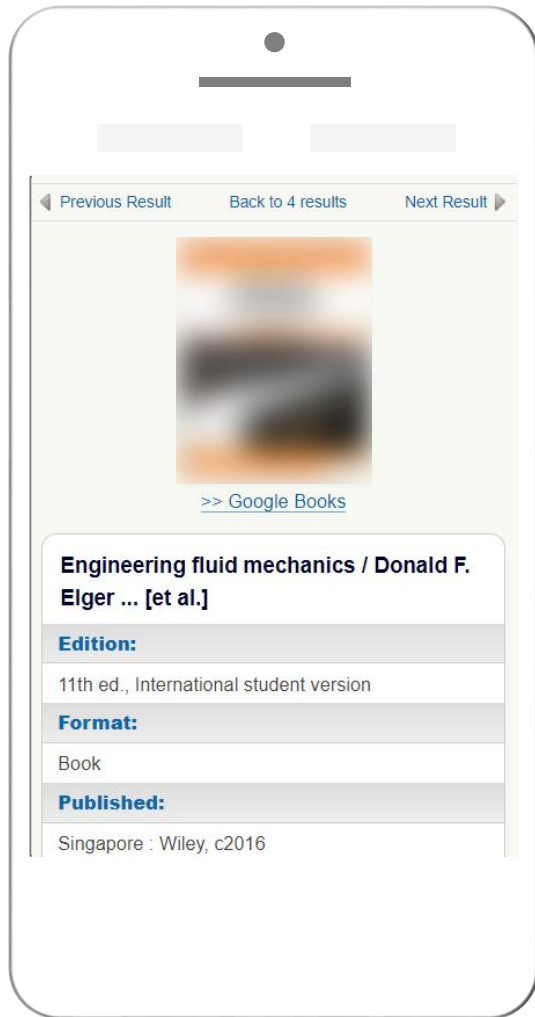
Search for other sites by same keyword(s).

[CiNii Books](#) [NDL Search](#) [WebcatPlus](#) [amazon](#) [カーリル](#) [WorldCat](#)

[Advanced search ▶](#)

<https://topics.libra.titech.ac.jp/en/>

Search Library Catalog



Practice 1

Please search for books to help you learn Japanese language and culture.



Keyword: Japanese


Location:

Main Lib. B2F

- Materials for Language Study / Study Abroad

Search Library Catalog

Filtering by:

 Location: Main Lib. B2F - Materials for Language Study / Study Abroad

Format ▾

Book (3387)
Audio Visual (4)

Publication Year ▾

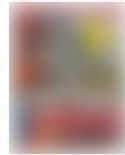
2020 (8)
2010-2019 (2473)
2000-2009 (601)
1990-1999 (122)
1980-1989 (106)
1970-1979 (31)
1960-1969 (32)
1950-1959 (18)

Library ▾

Ookayama (3391)
Suzukakedai (1911)

3391 results

1.
Book



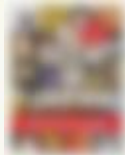
[A geek in Japan. 1st english-language ed., rev. and expanded 2019](#)

by Héctor García (Kirai)

Published: Tokyo : Tuttle Pub., 2019 192 p. ; 26 cm

Holdings: Available, Ookayama Main Lib. B2F - Materials for Language Study / Study Abroad, 361.5/G

2.
Book



[A geek in Japan. 1st English-language ed](#)

by Héctor García

Published: Tokyo : Tuttle Pub., c2011 160 p. ; 26 cm

Holdings: Available, Ookayama Main Lib. B2F - Materials for Language Study / Study Abroad, 361.5/G

3.
Book



[The Japanese mind : understanding contemporary Japanese culture](#)

edited by Roger J. Davies & Osamu Ikeno

Published: Boston ; Tokyo : Tuttle Pub., c2002 vii, 270 p. ; 22 cm

Holdings: Checked out, : in Japan, Ookayama Main Lib. B2F - Materials for Language Study / Study Abroad, 302.1/D
Available, : pbk, Suzukakedai Branch Lib. 2nd Floor - Materials for Language Study / Study Abroad, 302.1/D

[Show less](#)

Table of Contents: [Read more](#)

Japanese Chronology
Introduction
Acknowledgments

Practice 2

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

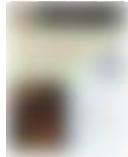
Edition:

11th ed.

Search Library Catalog

4 results

1.
Book



[Engineering fluid mechanics. 10th ed](#)

Donald F. Elger ... [et al.]

Published: Hoboken, N.J. : Wiley, c2013 xiii, 673 p. ; 26 cm

Holdings: Available, Ookayama Main Lib. B1F - General Books, 501.23/E

2.
Book



[Engineering fluid mechanics. 11th ed., International student version](#)

Donald F. Elger ... [et al.]

Published: Singapore : Wiley, c2016 xii, 540 p. ; 26 cm

Holdings: Available, Ookayama Main Lib. B1F - General Books, 501.23/E

3.
Book



[Engineering fluid mechanics. 8th ed., Wiley international ed](#)

Clayton T. Crowe, Donald F. Elger, John A. Roberson

Published: Hoboken, N.J. : Wiley, c2005 xii, 656, 20, 12 p. ; 26 cm

Holdings: Available, Ookayama Main Lib. 1F - Stack Room 1 (Staff Only), Y041542

Table of Contents: [Read more](#)

Preface

Introduction / Chapter One :

Fluid Properties / Chapter Two :

4.
Book



[Industrial and environmental applications of fluid mechanics --1995-- : presented at the 1995 ASME/JSME Fluids Engineering and Laser Anemometry Conference and Exhibition, August 13-18, 1995, Hilton Head, South Carolina](#)

sponsored by the Fluids Engineering Division, ASME ; edited by D.F. Elger, K. Horii

Search Library Catalog



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



>> [Google Books](#)

[Bookmark](#)

[Text](#)

[BibTex](#)

[Refer/BibIX](#)

[RefWorks](#)

[EndNote](#)

[Reading Record](#)

[E-mail\(UTF-8\)](#)

[E-mail\(SJIS\)](#)

[Print](#)

[Link This Page](#)

QR code for holdings



[Similar Items:](#)

Holdings ▾

Status	Volume	Location	Call Number	Due Date (Number of Reservation)
--------	--------	----------	-------------	----------------------------------

Available

[Ookayama Main Lib. B1F - General Books](#)

501.23/E

Reser

Bibliography Details ▶

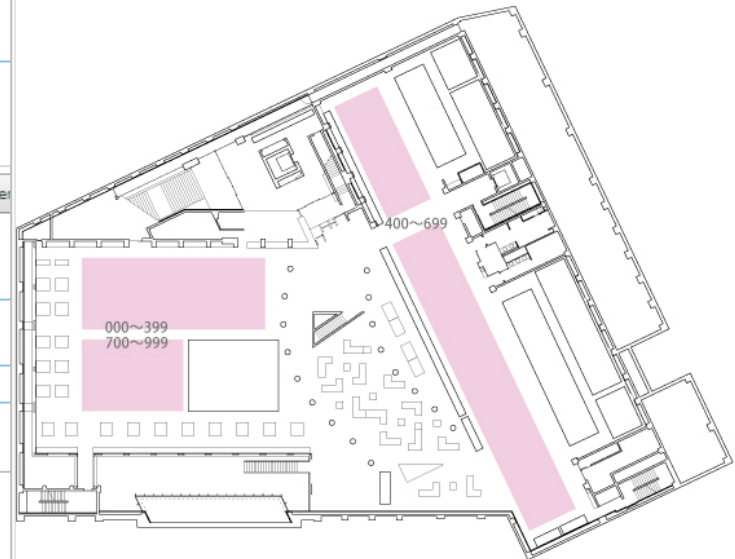
所在情報

本館B1F - 一般図書 / Main Lib. B1F - General Books

配架場所 : 大岡山図書館本館 B1F

Location : Ookayama Main Library B1F

【 B1F 】



Book request

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.

Practice 3

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

Journal Title

“Materials technology”



Search Library Catalog



Bookmark

Text

BibTex

Refer/BibIX

RefWorks

EndNote

E-mail(UTF-8)

E-mail(SJIS)

Print

Link This Page

QR code for holdings



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 <AA10695935>](#)
[Advanced performance materials <AA11031373>](#)

ISSN: 10667857

NCID: AA10974928



TDL database

Full Text ▾

1. [Taylor & Francis Physics Online Archive](#) Available from 1988 until 1996

Holdings ▾

Location	Call Number	Years	Volumes	Accept Status
Local Note				
Ookayama Main Lib. B2F ; Compact Shelving - International Journals		1993-2020	8-25, 26(1-4), 27-34, 35(1-2)+	Continu

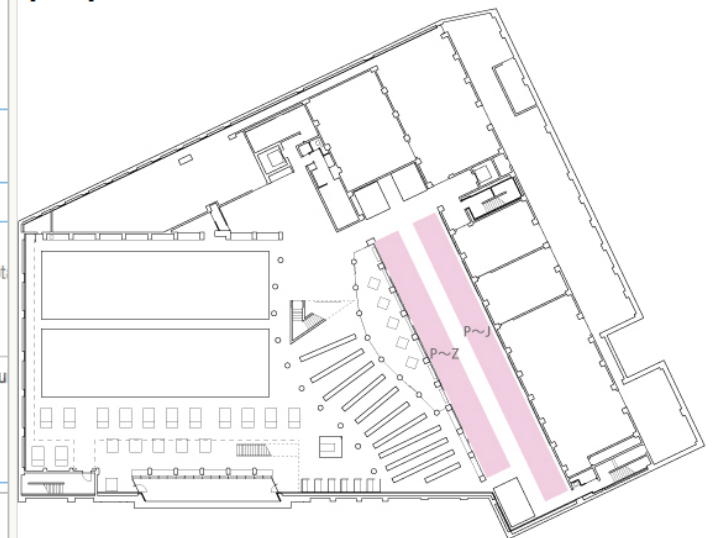
所在情報

本館B2F - 集密 : 洋雑誌 / Main Lib. B2F ; Compact Shelving - Inter

配架場所 : 大岡山図書館本館 B2F

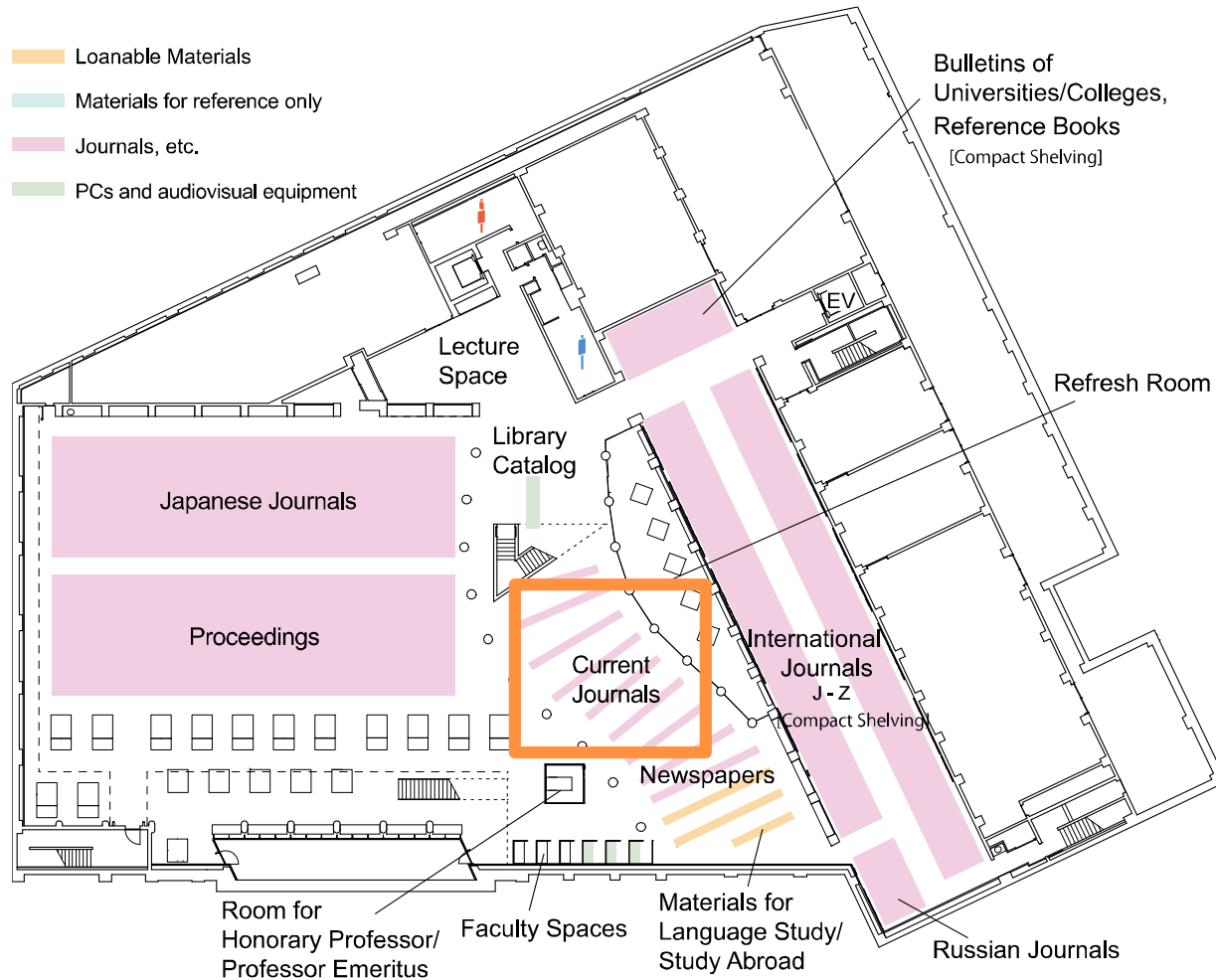
Location : Ookayama Main Library B2F

【 B2F 】



Search Library Catalog

B2F



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.

Sonoba Shinobi
LiDance(Library Guidance) Character



How to use electronic resources



Search for e-journals



[Services](#)

[Search & Find](#)

[Learning Support](#)

[Contact Us](#)

 [Library Catalog](#)

[search](#)

[E-Journals, E-Books](#) [Databases](#)

[News](#)



[Today's Hours](#)

Search for e-journals

[News](#) [Subscribed Service](#) [Citation Linker](#) [Guide to use E-Journals and E-Books List](#) [Library Top](#)

Title / [Subject](#) / [Search](#) / [Ebooks](#)

[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](#)

[あ](#) [い](#) [う](#) [え](#) [お](#) [か](#) [き](#) [く](#) [け](#) [こ](#) [さ](#) [し](#) [す](#) [せ](#) [そ](#) [た](#) [ち](#) [つ](#) [て](#) [と](#) [な](#) [に](#) [ぬ](#) [ね](#) [の](#)

[は](#) [ひ](#) [ふ](#) [へ](#) [ほ](#) [ま](#) [み](#) [む](#) [め](#) [も](#) [や](#) [ゆ](#) [よ](#) [ら](#) [り](#) [る](#) [れ](#) [ろ](#) [わ](#) [Others](#)

Title:

Starts with Contains [Reset](#) [Go](#)

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

Terms of Use

The following are **prohibited** when using licensed databases or electronic journals.

- Systematic downloading
- Use for any purpose other than academic research and education
- Reproduction and distribution to others

Illegal actions may cause **the suspension of service, which damages Tokyo Tech. community.**
→ More details: [Attention to Use of Electronic Information Resources](#)

<https://sfx.usaco.co.jp/titech/az?&lang=eng>

Practice 4

Please search for this online article. You have 5 min.

Journal Information

“Science”

Volume 367, Issue 6485 p.1444–1448,
2020




Article Information

**“Structural basis for the recognition of SARS-CoV-2
by full-length human ACE2”**

Authors: Renhong Yan, Yuanyuan Zhang, Yanning Li, Lu Xia,
Yingying Guo, Qiang Zhou.

Search for e-journals

 **Tokyo Institute of Technology Library**

Language ▾

bibliographic items

Author:

Source: Science [0036-8075]

yr:

[Holdings information]

<Full Text>

AAAS

Year: Volume: Issue: Start Page:

Available from 1880 volume: 1 issue:1

JSTOR Life Sciences Collection

Year: Volume: Issue: Start Page:

Available from 1880 volume: 1 issue:1
Most recent 6 year(s) not available

<Link to Library Catalog>

Search **Tokyo Institute of Technology Library holdings**

<Link to ILL>

Order Articles or Interlibrary Loan

How to use databases

Tokyo Tech E-Journals and E-Books list

English

News

Subscribed Service

Citation Linker

Guide to use E-Journals and E-Books List

Library Top

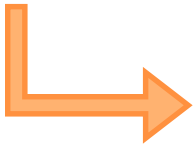
Title

Subject

Search

Ebooks

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



東京工業大学附属図書館
Tokyo Institute of Technology Library

Online Request 日本語 Tokyo Tech

Access Sitemap Search this site

Services Search & Find Learning Support Contact Us

Library Catalog

Search for books, journals, and more search

E-Journals, E-Books Databases

April 7, 2020 Both Ookayama Library and Suzukakedal Library close from 8 April

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】

[databases](#)

Multi-disciplinary database which provides full text for more than 4,600 journals.

[detail](#)

► CiNii Articles

[databases](#)

Database of articles published in Japanese academic society journals and university research bulletins.

[detail](#)

News

January 15, 2019

[Databases](#)

JapanKnowledge Lib Maintenance (Jan. 19)

February 9, 2018

[Ookayama](#) [Suzukakedai](#)

[Databases](#)

Access to the database list will be temporarily unavailable (Feb. 27, 9:00 a.m.-3:00 p.m.)

[More](#)

How to use databases

Web of Science

Web of Science Core Collection

Basic Search Cited Reference Search Advanced Search Author Search Structure Search

Example: oil spill* mediterranean

Search

Timespan: All years (1900 - 2019)

Tokyo Institute of Technology

Sort by: Date Times Cited Usage Count First Author More

- 1. Issues and challenges facing rechargeable lithium batteries
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- 3. Nanostructured materials for advanced energy conversion and storage devices
By: Arico, AS; Bruce, P; Scrosati, B; et al.
NATURE MATERIALS Volume: 4 Issue: 5 Pages: 366-377 Published: MAY 2005
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- 4. Nano-sized transition-metaloxides as negative-electrode materials for lithium-ion batteries
By: Poizat, P; Laruelle, S; Grugeon, S; et al.
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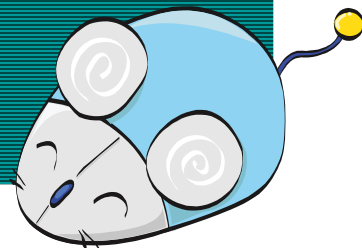
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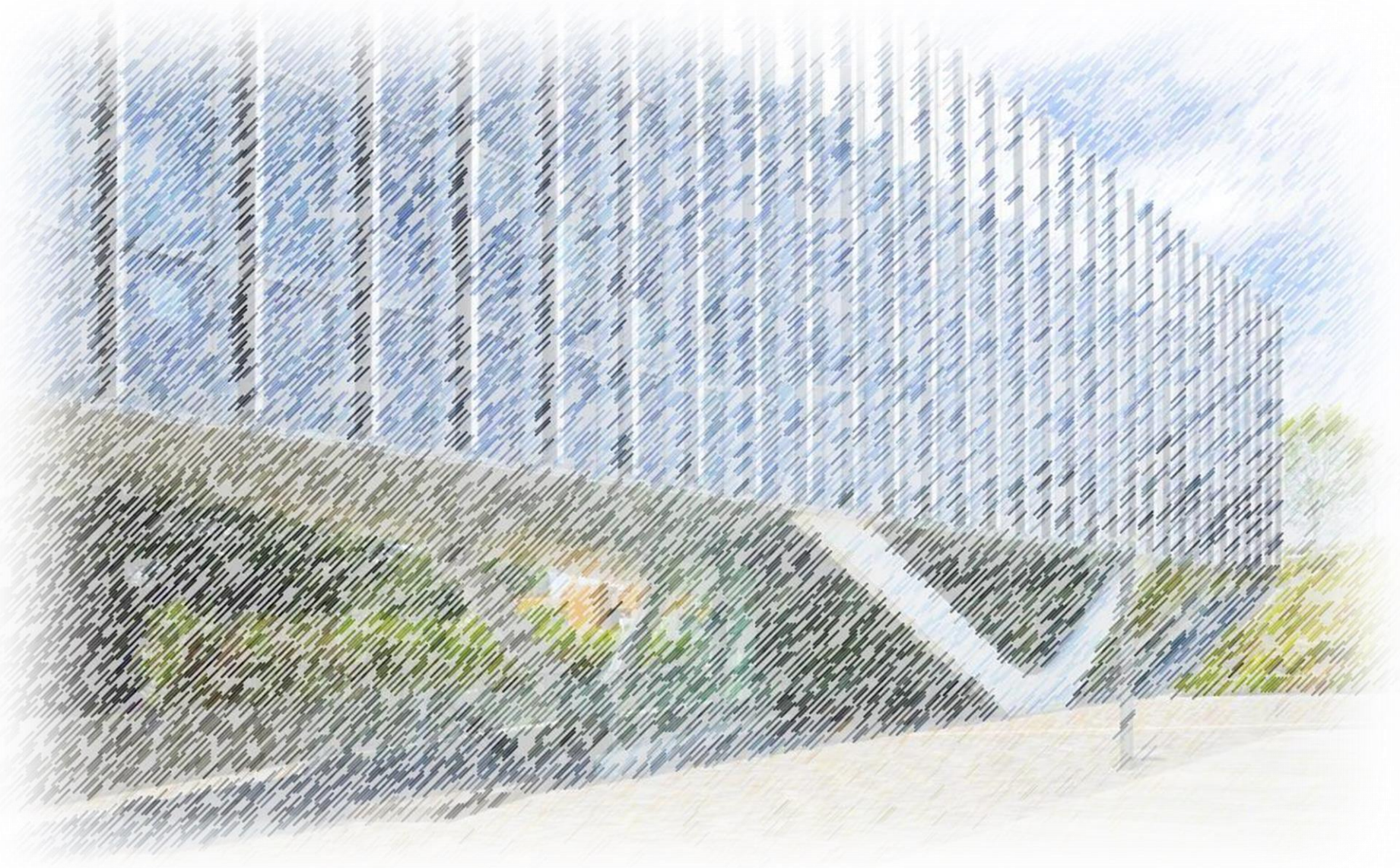
Harrison, B. R. “Risks of handling cytotoxic drugs”. The Chemotherapy
Author “Title of the chapter” Title
Source Book. 3rd ed., Lippincott Williams & Wilkins, 2001, p. 566-580.
Publisher Year Pages

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Ceramic Society. 2005, vol. 25, no. 11, p. 1855-1861.
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