How to Search for a Book

2026.10

STEP 1. Search for a book using the library catalog
STEP 2. Find the book
STEP 3. Borrow the book

STEP 1. Search for a book using the library catalog

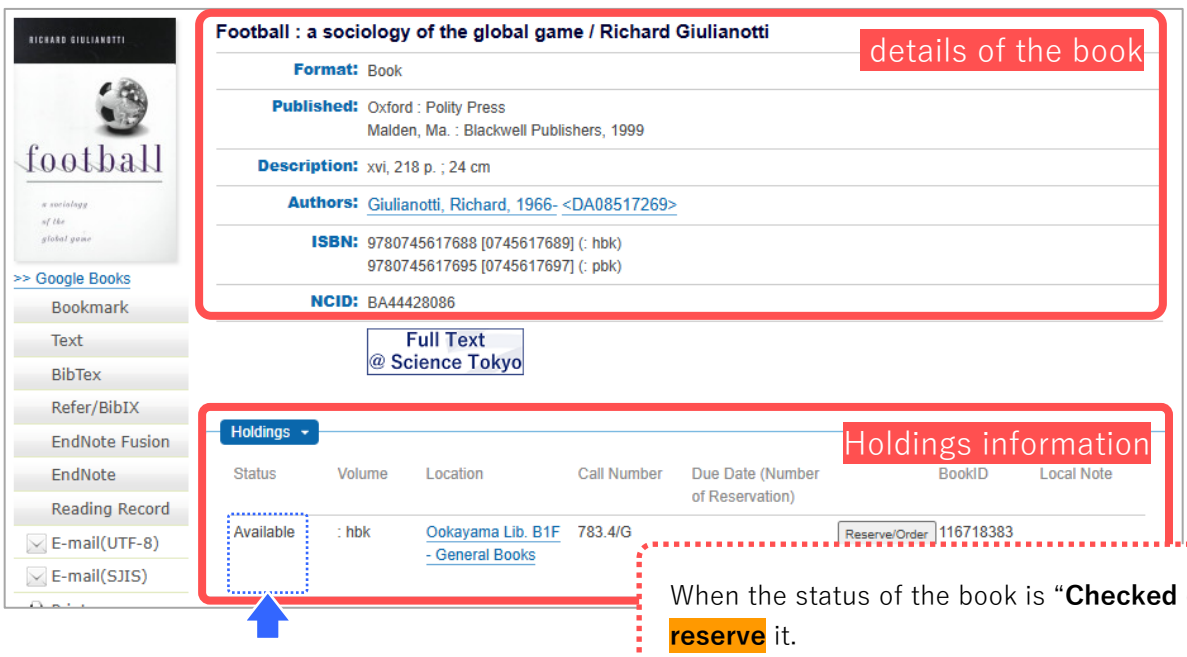
Library Catalog：https://topics.libra.titech.ac.jp/en



- It's accessible from anywhere with an internet connection.
- The Library has the PCs for the library catalog.
- You can access it with your smartphone or PC.

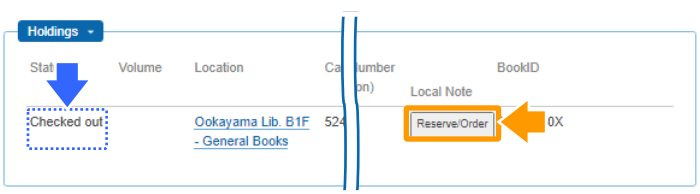
STEP 2. Find the book (1)

1. Check the search result of the book you are searching for.



- You can check out a book when its "Status" is "**Available**".
- If you cannot find the book you need, try other keywords.

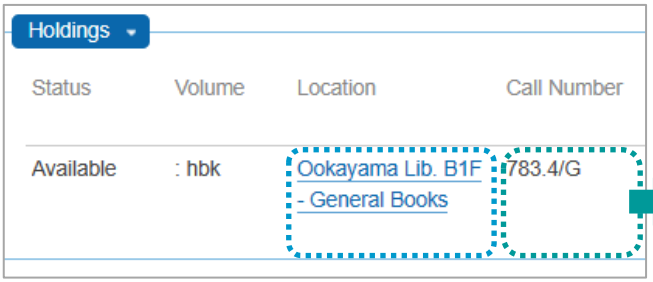
When the status of the book is "**Checked out**", you can **reserve** it.



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STEP 2. Find the book (2)

2. Check the “Location” and the “Call Number” in the search result.



Location + **Call Number** = Address of the Book

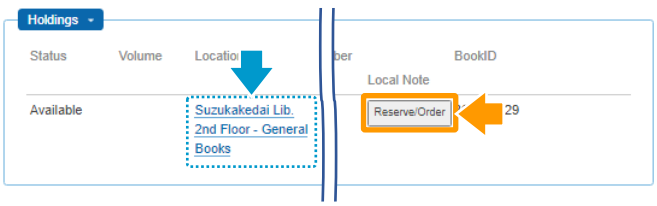


Label of Call Number

The call number is shown on a label on a book’s spine.
Books are placed in the order of **call numbers** in each **location**.

Location = Area where the book is

When the “location” of a book is “**Suzukakedai Lib. ○F-OOOO**”, you can order it.



“Football: a sociology…”, whose
Location: **General Books**
Call number: **783.4**,
is in this area.

This number shows the range of the call numbers of the books in this area.

STEP 3. Borrow the Book

- Science Tokyo IC card is required
- Check out: at the circulation counter / with the self-checkout machines
- Undergraduates: 10 books, 2 weeks
  Graduates / Faculty: 15 books, 4 weeks