

# Library Orientation for International Students



広島大学図書館  
Hiroshima University Library

# Contents

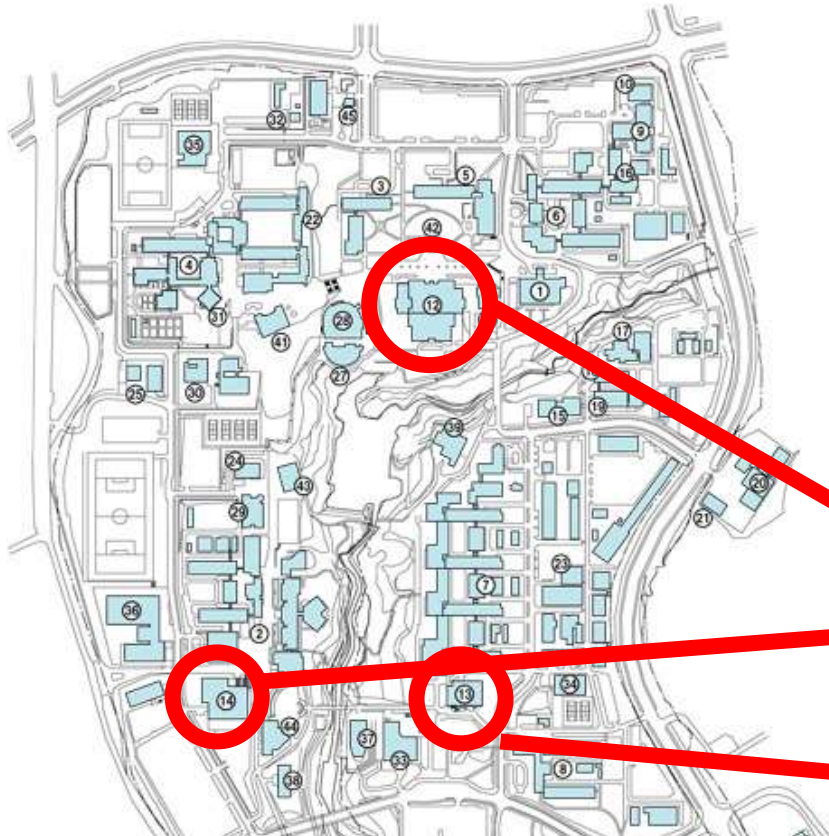
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1. Library facilities and services
2. How to search for materials in the library
3. How to obtain literature
4. Databases and Other services

# 1. Library facilities and services

# 1.1 Libraries in Hiroshima University

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There are three libraries on the Higashi-Hiroshima Campus.

**1. Central Library**

**2. West Library**

**3. East Library**



Central Library

**The largest Library in Hiroshima University**  
Contains literature related to various fields:  
humanities, social sciences, & natural sciences.



West Library

**Located close to the School of Integrated Arts and Sciences. A lot of freshmen use the library.**

2<sup>nd</sup> floor: novels, educational literature

3<sup>rd</sup> floor: engineering, informatics, & biological science



East Library

**Media Center and stacks**

1<sup>st</sup> floor: book stacks for old materials related to engineering, informatics, and biological science.

2<sup>nd</sup>, 3<sup>rd</sup> floor: Media Center



Kasumi Library

### Kasumi Library

Contains literature related to Life Science, such as Medicine, Dentistry, Pharmacy, Nursing, etc.



Higashi-Senda Library

### Higashi-Senda Library

Contains literature related to Social Sciences, such as Economics and Law, and Liberal Arts.

These two libraries are located in Hiroshima city.

# 1.1.2 Facilities in the library

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Reading room



# Facilities for learning

Reading area



Group study rooms



BIBLA: Group learning spaces



Individual study rooms



**To prevent the spread of the Novel Coronavirus (COVID 19) , some facilities have temporarily changed their purpose of use. Please check our website for the latest information.**



# Using your laptop in the library

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- Free Wi-Fi for HU members is available in all the libraries.
  - \* To connect to Wi-Fi, you must log in with your Information Media Center account. (See [Internet Access Guide for public area](#)  
[For University members \[PDF\]](#))
- We have lockers for the battery charging (Central lib only) and desks with outlet.

# 1.1.3 Basic rules and manners

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1. No food or drink in the libraries. Only bottled drinks are allowed in the Central, Kasumi, and Higashi-Senda libraries. In the West Library, there are designated areas where drinks are allowed.
2. Set your cell phone to silent or vibrate mode. Move outside for cell phone conversations.
3. Unauthorized photography or scanning of materials in the library is prohibited.
4. Mass downloading of electronic materials is prohibited.
5. Park your bicycle only in designated area.
6. Always keep valuables in your possession.



## 1.2 How to use the library

# 1.2.1 Borrowing and returning materials

## ▪ Borrowing:

Your Student ID is required to borrow materials.



Student ID

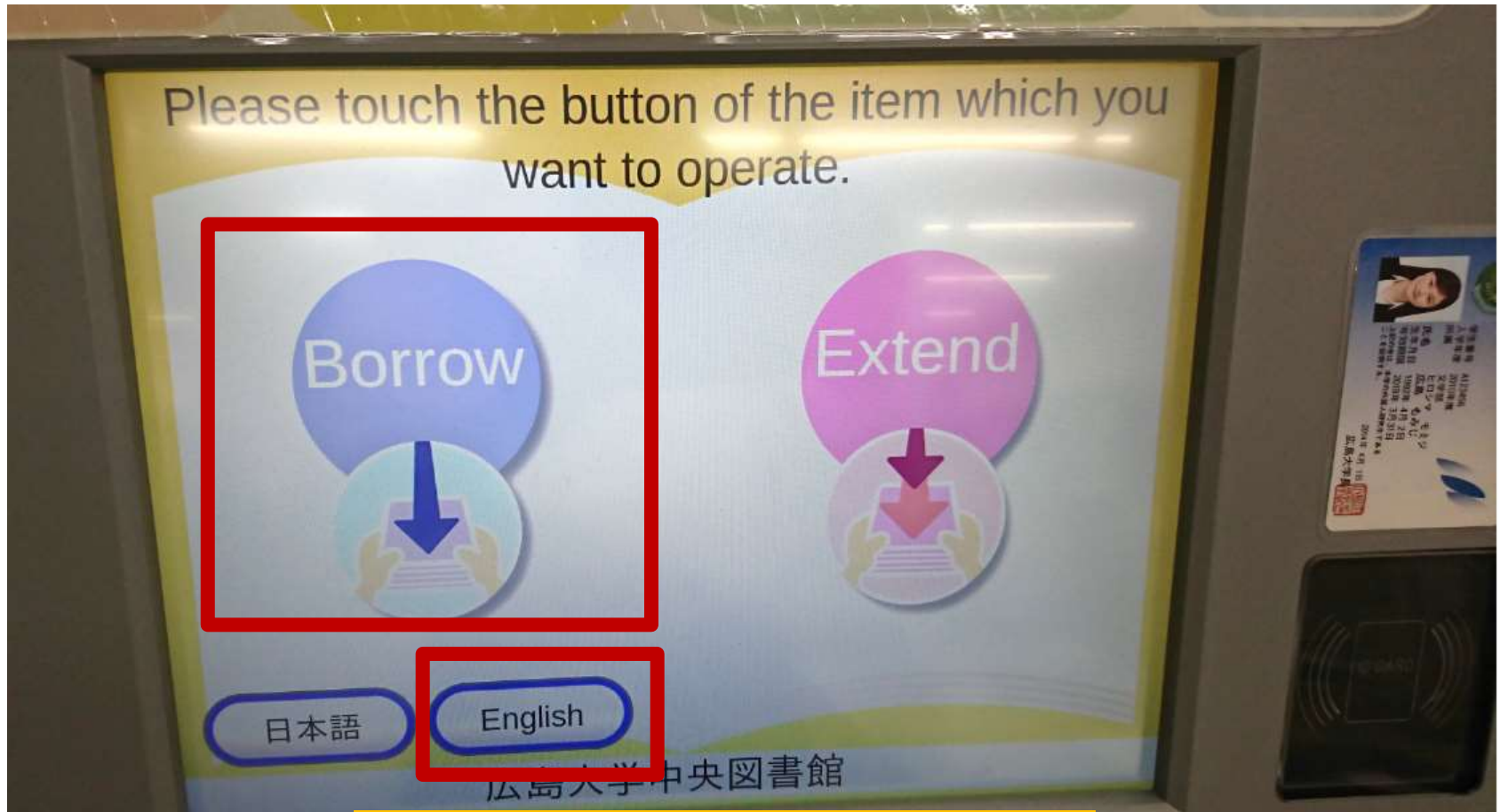
Items you would like to borrow

Loan period and number of items allowed

	Books	Back issues of Journals*	AV materials
Undergraduates	10 items at each library, 3 weeks	5 items at each library, 1 day	3 items at each library, 1 week
Graduates	15 items at each library, 30 days	10 items at each library, 1 day	3 items at each library, 1 week

\*Journals in East library are for in-library use only.

# Borrowing Books by using a **Self-checkout machine**



① Touch "Borrow"

# Borrowing Books



② Hold your student ID



③ Place the book

Place the book with the bar code facing up. The point is to attach the corners exactly!

# Borrowing Books



## ④ Touch the “finish”

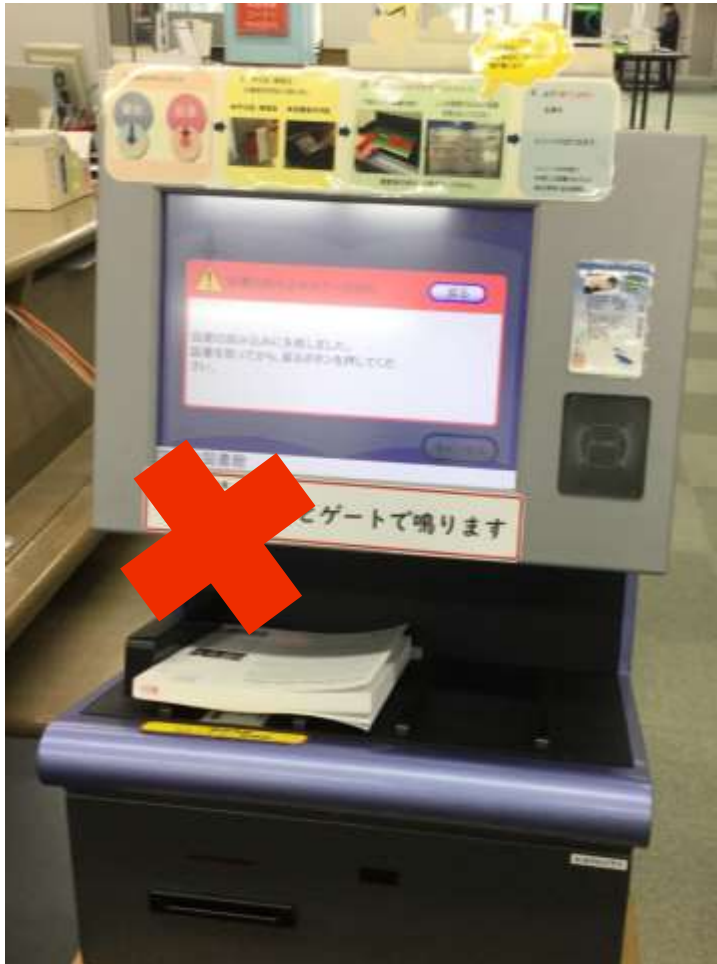
You can also scan the bar code of the next book.

## ⑤ Take a receipt

The receipt has the return deadline.



# Examples of bad book placement



Let's put the book with the "library barcode" on the left.



# Returning materials

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- Return the materials to the circulation desk.
- Books can be returned to any of the libraries.



# Returning materials

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- When the library is closed, put it in the book drop, excluding East library.
- It is **not allowed** to return Journals, AV materials, and books borrowed from the libraries of other institutions to the Book Drop.



# Overdue, Renewal, and Reservation

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- **Overdue penalty**

You cannot borrow books newly if you hold overdue books.

Furthermore, even after the books are returned, borrowing will be suspended for a period of time corresponding to the number of overdue days.

- **Renewing books (Extension of the loan period)**

You can renew a book (extend the loan period) as long as the procedure is taken before the due date and no reservations have been made by other users. (Up to 2 times)

- **Reservation of books on loan**

If a book you want to borrow is out on loan, you can reserve it through the OPAC. We will email you when the book is returned.

# 1.3 Library website

<https://www.lib.hiroshima-u.ac.jp/?lang=english>

You can access various library services from the library website.

The screenshot shows the Hiroshima University Library website interface. The header includes the library logo and name in Japanese and English, a site search bar, and a navigation menu with links to Guide, Search Holdings, Databases, Collections, Guidance • Reference, About Us, and Contact Us. A red box highlights the 'User Menu' on the left, which lists services like 'Your Library Record', 'InterLibrary Copy Request', 'InterLibrary Loan Request', 'New Purchase Request', 'Alert', 'Bookmark', 'My Search', 'Review History', and 'Tag History'. A red box also highlights the '(1) User Menu' section, describing it as 'Personal services (Login required)' and mentioning a notice about a service opening on June 1st for HU members. A yellow box highlights the '(3) OPAC [Online Public Access Catalog]' section, describing it as the 'Online catalog of materials held by Hiroshima University'. A blue box highlights the '(2) Service Menu' section, describing it as an 'Introduction to various library services, links to databases and e-journals, user manuals, application acceptance, etc.'. A purple box highlights the '(4) Library Calendar' section, describing it as a 'Monthly schedule for each library is also available'. A table on the right shows the opening hours for various libraries as of 2021/02/15 (MON).

**(2) Service Menu**  
Introduction to various library services, links to databases and e-journals, user manuals, application acceptance, etc.

**(1) User Menu**  
Personal services (Login required)  
[Will be opened on June 1st] For HU members (Updated June 15).

**(3) OPAC [Online Public Access Catalog]**  
Online catalog of materials held by Hiroshima University

**(4) Library Calendar**  
Monthly schedule for each library is also available.

Library	Opening Hours
Central	08:30-17:00
East	08:30-17:00
West	08:30-17:00
Kasumi	12:00-21:00
Higashi-Senda	08:30-21:00

Search the library catalog.

Search by Classification | Journals Title List | Newly Arrived | Borrowed Ranking | Review List | Search Tags

# Renewing the loan period on the website

広島大学図書館  
Hiroshima University Library

サイト内検索/Site Search

Hiroshima University Access  
日本語 | English

(1) Search Holdings

User Menu

- Your Library Record
- InterLibrary Copy Request
- InterLibrary Loan Request
- New Purchase Request
- Alert
- Bookmark
- My Search
- Review History
- Tag History

No.	Status	Borrowing Lib	Due
1	<input checked="" type="checkbox"/>	Higashi-Hiros hima (Centra l)	201 /10
2	<input checked="" type="checkbox"/>	Higashi-Hiros hima (Centra l)	/10
3	<input type="checkbox"/>	Higashi-Hiros hima (Centra l)	2019/11 2019/10/11 /10
4	<input type="checkbox"/>	Higashi-Hiros hima (Centra l)	2019/11 2019/10/11 /10
5	<input type="checkbox"/>	Higashi-Hiros hima (Centra l)	2019/11 2019/10/11 /10

Extend the due date.  
The following books were updated successfully.

No.	Status	Borrowing Lib	Due Date	Borrowin
1		Higashi-Hiros hima (West	2021/03 /18	2021/12

Renew RefWorks EndNote

ライティングセンター

Check the books for which you want to extend the loan period and click the "Renew" button.

If you see the new due date, the renewal process is successful.

\* Books that have been reserved by other users or that have passed the due date cannot be renewed.

# Book reservation

HoldingsList 1-8 of about 8

Click a location to display details.

All 10 Items

No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservati on
0001		Higashi-Hiroshima (Central)	<a href="#">Central Library 2F</a>		<a href="#">810.7/Ko-98/5</a>	0100535706	Loaned out	2020/5/14	<a href="#">0 items</a> <a href="#">Reserve</a>
0002		Higashi-Hiroshima (Central)	<a href="#">Central Library Stack / Books</a>		<a href="#">810.7/Ko-98/5</a>	2000448657	Loaned out	2020/5/16	<a href="#">0 items</a> <a href="#">Reserve</a>

From OPAC search(3) you can make a reservation for a book out on loan

# 1.4 Other services:

## (1) Photocopying materials

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You can photocopy materials using the photocopy machine in the library. Please fill out the **photocopy application form** to use the service.

We accept cash, Myple (Co-op electronic money) and the copy card.

**Attention!**

The photocopy machine in the library is **for copying library materials only**.

- **One copy per user**
- **For research purposes**
- **Only a part of works**

Copying not meeting the above conditions is not allowed.

# Topics: Copyright Act of Japan

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(Reproduction in Libraries and Similar Facilities; Related Matters)

- Article 31 (1) In the following cases and as part of non-commercial undertakings at the National Diet Library or at a library or other facility specified by Cabinet Order whose purpose is to offer books, records, and other materials for the public to use (hereinafter referred to as a "library or similar facility" in this paragraph and paragraph (3)), **it is permissible for a person to reproduce a work from a book, record, or other material of the library or similar facility (hereinafter referred to in this Article as a "library material"):**
  - (i) when providing **a single user** of the library or similar facility with **a single copy of a part of a work that has been made public** (or the whole of a work that has been made public, if it is an individual work that has been printed in a periodical and a considerable period of time has elapsed since its publication; the same applies in paragraph (3)) **in response to the user's request and for the purpose of the user's research or studies;**



# Copyright Act: So what?

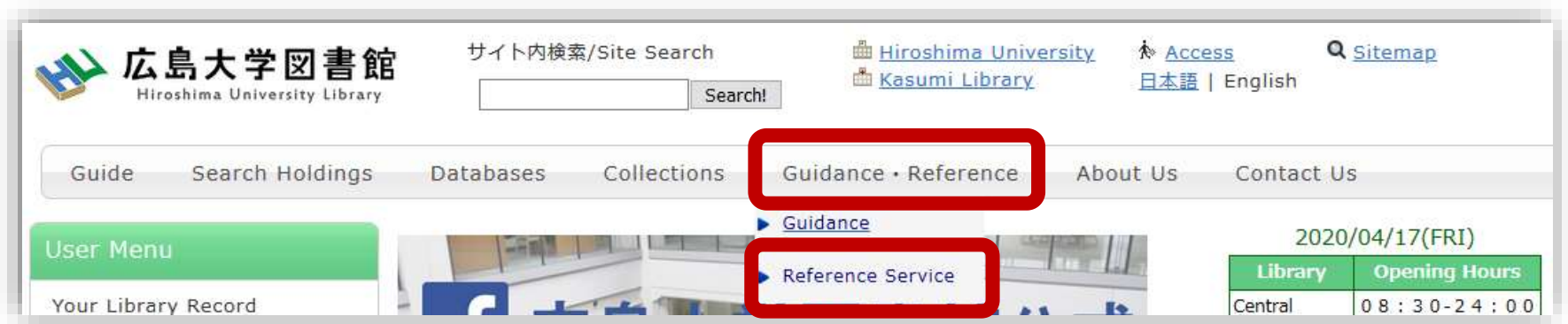
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Material Type	Copyable range
<b>Journal articles</b> (after the next issue of the journal is published or 3 months after publishing)	<u><b>the whole of the article</b></u>
<b>Books</b> written by a <b>single author or a group</b>	Up to <u><b>half of a book</b></u>
<b>Books</b> written by <b>multiple authors</b>	Up to <b>half of each article with the author's name.</b>

## (2) Reference service

The library staff help you to search and look for materials you need.

Please ask us at the counter of each library or through the [Reference Request Form](#) on our website.



The screenshot shows the Hiroshima University Library website. The header includes the library logo, name in Japanese and English, a site search bar, and links to Hiroshima University, Kasumi Library, Access, and Sitemap. The main navigation menu has links for Guide, Search Holdings, Databases, Collections, Guidance • Reference, About Us, and Contact Us. The 'Guidance • Reference' link is highlighted with a red box. Below it, a dropdown menu shows 'Guidance' and 'Reference Service', with 'Reference Service' also highlighted by a red box. On the left, there is a 'User Menu' with a link to 'Your Library Record'. On the right, the date '2020/04/17(FRI)' is displayed above a table of library opening hours.

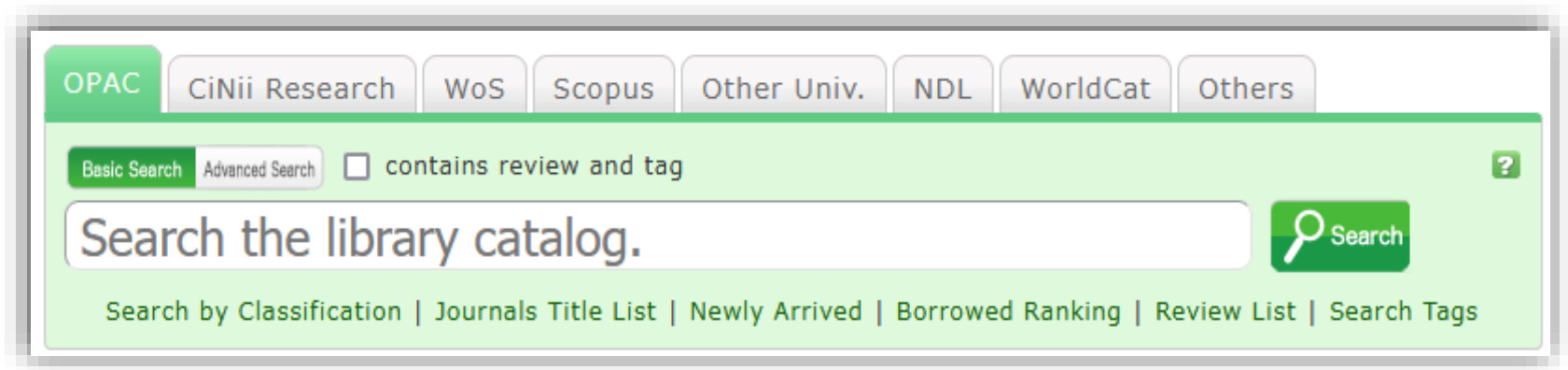
Library	Opening Hours
Central	08 : 30 - 24 : 00

## 2. How to search for materials in the library

## 2.1. How to search for materials in the library

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To search materials owned by Hiroshima University, you can use OPAC Search on the library website.



The screenshot shows the library's OPAC search interface. At the top, there is a navigation bar with buttons for 'OPAC', 'CiNii Research', 'WoS', 'Scopus', 'Other Univ.', 'NDL', 'WorldCat', and 'Others'. Below this, there is a search section with a 'Basic Search' button and an 'Advanced Search' button. A checkbox labeled 'contains review and tag' is also present. The main search area features a large text input box with the placeholder text 'Search the library catalog.' and a green 'Search' button with a magnifying glass icon. At the bottom of the search section, there are links for 'Search by Classification', 'Journals Title List', 'Newly Arrived', 'Borrowed Ranking', 'Review List', and 'Search Tags'.

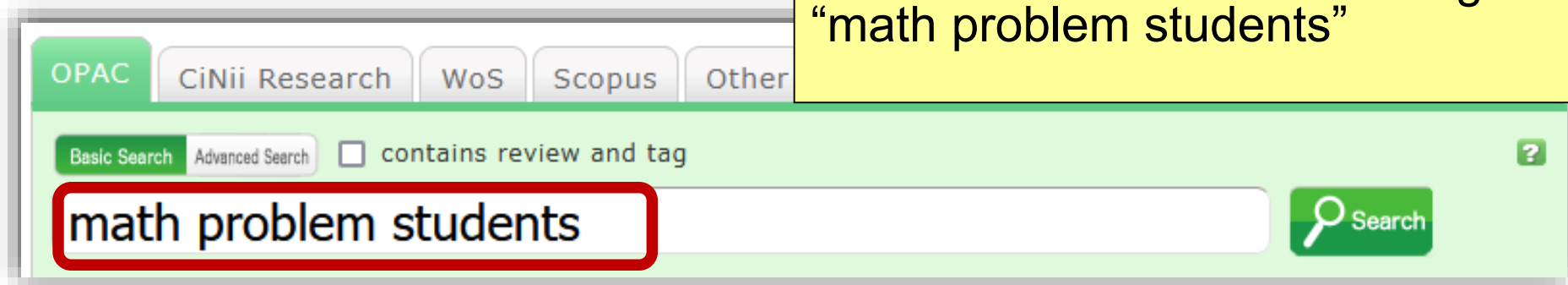
[Howto]

1. Enter keyword(s) in the search box.
  2. Select materials you need from the search results.
  3. Check where they are located (for books and journals)
- For electronic materials use the University's internet connection

## 2.2 Search books:

### 2.2.1 Books

To search for books containing  
“math problem students”

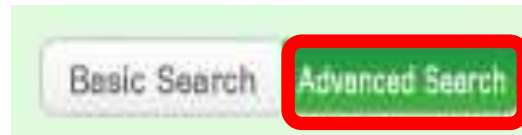


The screenshot shows a library search interface. At the top, there are tabs for 'OPAC', 'CiNii Research', 'WoS', 'Scopus', and 'Other'. Below these, there are buttons for 'Basic Search' and 'Advanced Search', and a checkbox labeled 'contains review and tag'. The search bar contains the text 'math problem students' and is highlighted with a red border. To the right of the search bar is a green button with a magnifying glass icon and the word 'Search'.

#### Point

If you know the book's title, enter it.  
You can also search by the name of  
author or publisher

✂ If you want to make more detailed search, press  
“Advanced search”!



# If there are too many results:

By entering #keyword you can search for completely matching results. You can refine your search or use advanced search.

The screenshot shows a library search interface with several annotations:

- Advanced search**: A yellow box highlights the "Advanced Search" button in the top navigation bar.
- #Nature**: The search term is entered in the search bar.
- Refine Your Search**: A green box highlights the "Refine Your Search" sidebar on the left, which includes filters for "Material Type" and "Campus".
- To refine your search choose from here**: A green speech bubble points to the "Refine Your Search" sidebar.
- Advanced Search**: A red arrow points to the "Advanced Search" tab in the top navigation bar.

The "Refine Your Search" sidebar shows the following filters:

- only materials in the Library**
- Material Type**
  - Books (106)
  - Journals (4)
  - E-Books (1)
  - E-Journals (3)
- Campus**
  - Higashi-Hiroshima (Central) (58)
  - Higashi-Hiroshima (East) (9)
  - Higashi-Hiroshima (West)

The "Advanced Search" form on the right includes the following fields:

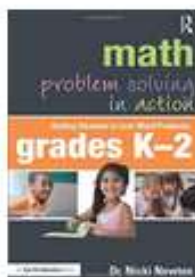
- \*Material type:** ☒ All ☐ Books ☐ Journals ☐ E-Books ☐ E-Journals
- \*Campus:** ☒ All ☐ Higashi-Hiroshima (Central) ☐ Higashi-Hiroshima (East) ☐ Higashi-Hiroshima (West) ☐ Kasumi ☐ Higashi-Senda
- \*Location:** Please select the campus. ▼
- Target:** ☐ only materials in the Library
- Keyword** ▼
- AND** ▼ **Title** ▼
- Example:** #science ...Exact match search for "science".
- AND** ▼ **Authors name** ▼
- AND** ▼ **Publisher** ▼
- \*Publication year:**  to
- ISBN/ISSN:**
- NCID:**
- Bibliography ID:**
- Registration number:**
- Material ID:**
- Call No:**
- Sort by:** Year(Newest) ▼
- Code:**
- \*Country code:**  Ref.
- \*Language code:**  Ref.
- Classification:**  Ref.
- \*Material format:**
- List count:** 10 Items ▼
- Search**  **Clear**

## Bibliography Details 1 of about 2



[▲ Back to List](#)

[Next ▶](#)



Books

Math problem solving in action : getting students to love word problems, grades K-2

by Nicki Newton ; ; pbk.  
<BB03363479>

**Book information**  
(Title, author,  
year of publication, etc.)

Rating: ★★★★★

Tag: No tag is registered

Functions:



Bookmark



Tag



Output



Mail



Export

[Review](#)

[Details](#)

URL: <https://opac.lib.hiroshima-u.ac.jp/>

**Where is it  
in the university?**

## HoldingsList 1-1 of about 1

Click a location to display details.

10 Items

No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservati on
0001	: pbk	Higashi-Hiroshima (Central)	<a href="#">Central Library 2F</a>		<a href="#">375.41/N-68</a>	0130561152			0items <input type="button" value="Reserve"/>

Click a location to display details.

10 Items ▼

No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservati on
0001	: pbk	Higashi Hiroshi a (Cen al)	<a href="#">Central Lib 2F</a>		<a href="#">375.41/N-68</a>	0130561152			0items <a href="#">Reserve</a>

## Details : how to find and maps

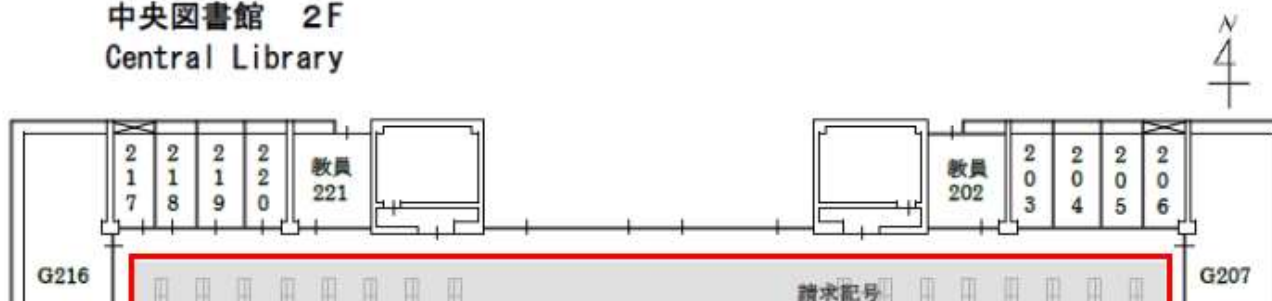
東広島キャンパス中央図書館2階

Central Lib. / 2F (Central Library at Higashi Hiroshima Campus)

和書(日本語・中国語・朝鮮語)と洋書(その他の外国語)で場所が分かれており、それぞれの中で請求記号の順に並んでいます。不明な点は図書館職員までお尋ねください。

Materials are arranged by the call number in each section of Japanese, Chinese and Korean books and the other foreign languages books. If you have any questions, to ask a library staff.

中央図書館 2F  
Central Library





# Call No : Where is the book on the shelves?

Click a location to display details.

10 Items ▼

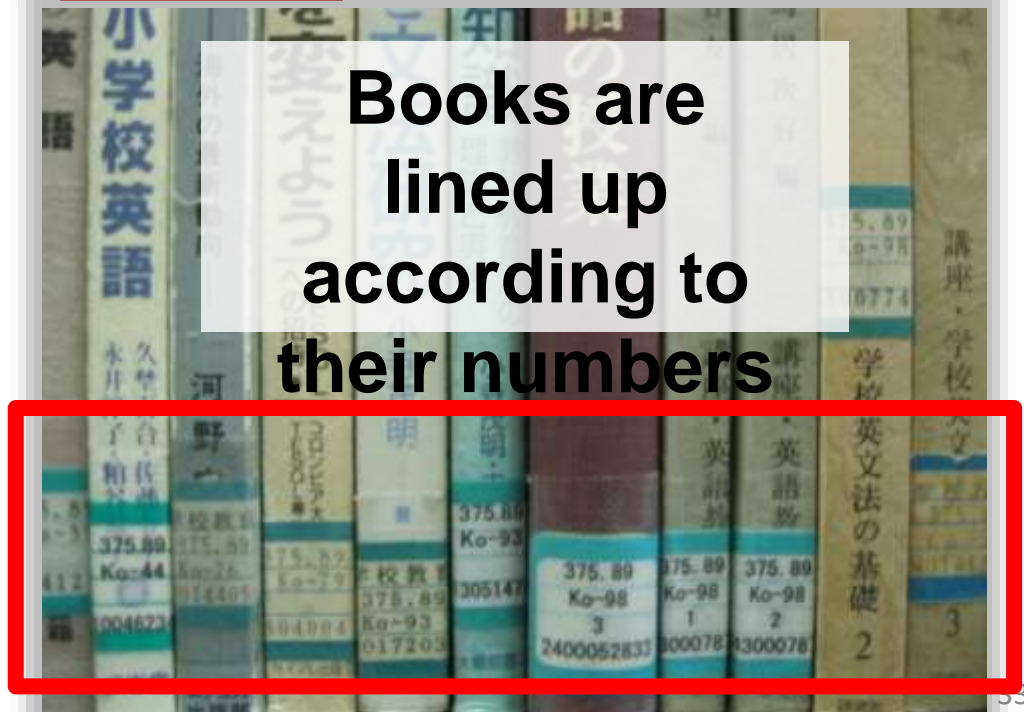
No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservation
0001	: pbk	Higashi-Hiroshima (Central)	<a href="#">Central Library 2F</a>		<a href="#">375.41/N-68</a>	0130561152			0 items <button>Reserve</button>



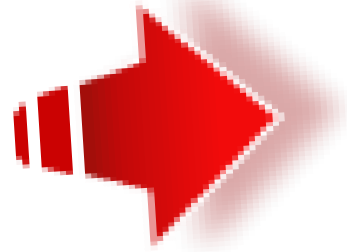
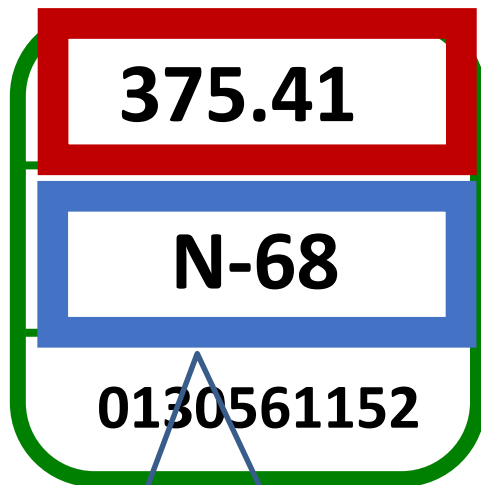
The label on the book

375.41
N-68
0130561152

Books are lined up according to their numbers



# What does the number mean ?



375. 41

300

: Social Science

370

: Education

375

: Education curriculum

375.41 : mathematics education

The second line of the call number is **the author's symbol**, which is the first letter of the last name symbolized by alphabets and numbers.

✕ That means that book on the same topic are located nearby



## NDC: Nippon Decimal Classification

0 General	1 Philosophy	2 History	3 Social Sciences	4 Natural Sciences
010 Libraries, Library & information science 020 Books, Bibliography 030 Encyclopaedias 040 General collected essays 050 General serial publications 060 Organizations 070 Journalism, Newspapers 080 General collections 090 Rare books, Local collections, Special collections	110 Special treatises on philosophy 120 Oriental philosophy 130 Western philosophy 140 Psychology 150 Ethics & morals 160 Religion 170 Shintoism 180 Buddhism 190 Christianity	210 History of Japan 220 History of Asia and the Orient 230 History of Europe and the West 240 History of Africa 250 History of North America 260 History of South America 270 History of Oceania & Polar regions 280 Biography 290 Geography, Topography, Travel	310 Politics 320 Law 330 Economics 340 Finance 350 Statistics 360 Sociology 370 Education 380 Customs, Folklore, Ethnology 390 National defence, Military science	410 Mathematics 420 Physics 430 Chemistry 440 Astronomy, Space science 450 Earth science 460 Biology 470 Botany 480 Zoology 490 Medicine, Pharmacology
5 Technology & Engineering	6 Industry and Commerce	7 Arts	8 Language	9 Literature
510 Construction, Civil engineering 520 Architecture 530 Mechanical engineering, Nuclear engineering 540 Electrical & Electronic engineering 550 Maritime & Naval engineering 560 Metal & Mining engineering 570 Chemical technology 580 Manufacturing 590 Domestic arts and sciences	610 Agriculture 620 Horticulture 630 Silk industry 640 Animal husbandry 650 Forestry 660 Fishing 670 Commerce 680 Transportation & Traffic 690 Communications	710 Plastic arts (sculpture) 720 Painting & Calligraphy 730 Engraving 740 Photography & Printing 750 Craft 760 Music & Dance 770 Theatre, Motion Pictures 780 Sports, Physical Education 790 Recreation, Amusements	810 Japanese 820 Chinese, other oriental languages 830 English 840 German 850 French 860 Spanish 870 Italian 880 Russian 890 Other languages	910 Japanese literature 920 Chinese literature, Other Oriental literature 930 English & American literature 940 German literature 950 French literature 960 Spanish literature 970 Italian literature 980 Russian & Soviet literature 990 Other language literature

## 2.2.2 E-books

Bibliography Details 35 of about 54 [Print](#)


[◀ Previous](#) [▲ Back to List](#) [Next ▶](#)

  **Early Music: A Very Short Introduction**  
Oxford University Press. <EB03300060>

**E-Books**

**Rating:** ★★★★★

**Tag:** No tag is registered

**Functions:**  [Bookmark](#)

[▶ Review](#) [▶ Details](#)

**URL:** <https://opac.lib.hiroshima-u.ac.jp/webopac/EB03300060> [Select](#)

**Links to Full-text**

**Information about the book**  
(Title, author, year of publishing...)

**Terms of use**

**CLICK!**

[この資料を見る See this item](#)

**Platform**

EBSCOhost Ebooks \*タイトルごとの同時アクセス1 / \*Simultaneous access for each title: 1

[▲ Go to the top of this page](#)

“Simultaneous access: 1” means that only one person can access the title at once. If you cannot access the book, try again after some time.

# Topics: E-books for Extensive reading

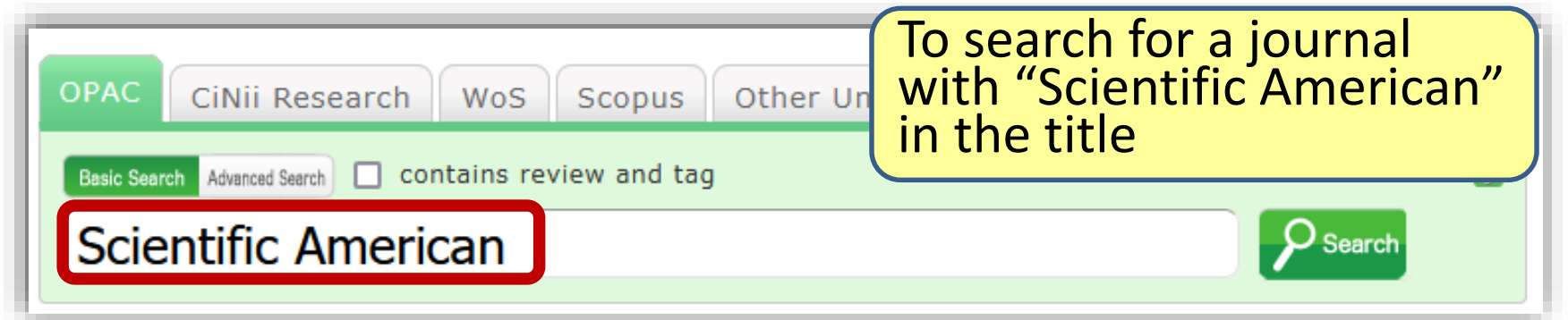
Extensive reading is a reading method for learning a foreign language by reading a large amount of Graded Readers, whose text levels are divided, from easy books such as picture books. Please enjoy reading according to the following three principles:

1. Don't use a dictionary
2. Skip over difficult words, phrases and passages.
3. When the going gets tough, quit the book and pick up another.

- Japanese: [にほんごたどくブックス](#)、[にほんごよむよむぶんこ](#) (Maruzen ebook library)
- English: [Online extensive reading library](#) (Institute for Foreign Language Research and Education)

## 2.3 Search Journals:

### 2.3.1 Journals



OPAC CiNii Research WoS Scopus Other Un

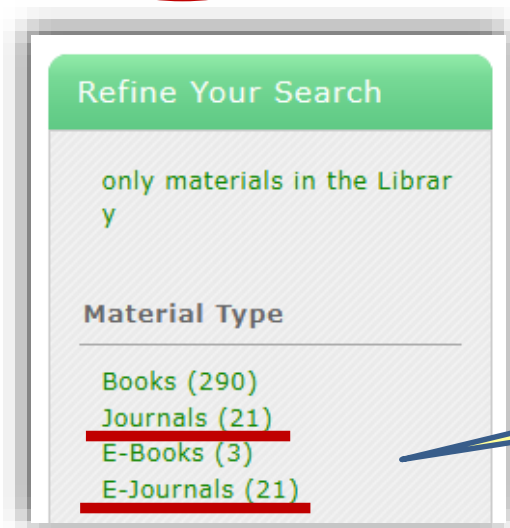
Basic Search Advanced Search ☐ contains review and tag

Scientific American Search

To search for a journal with "Scientific American" in the title

**Point**

When you search for a journal, enter its title.



Refine Your Search

only materials in the Library

Material Type

- Books (290)
- Journals (21)
- E-Books (3)
- E-Journals (21)

If there are too many results, choose "Journals" or "E-Journals" from a menu on the left!



## Bibliography Details 22 of about 23



◀ Previous

▲ Back to List

Next ▶



Serials

Scientific American. New series

Vol. 1, no. 1 (July 2, 1859)-. -- Munn & Co, 1859. <SB02377671>

Rating: ★★★★★

Tag: No tag is registered

Functions: Bookmark

**Information about the journal**  
(Title, publisher, year of publishing...)

URL:

Select

## Collective HoldingsList 1-7 of about 7

Click a book volume to display details

unavailable because all were packed

10 Items ▼

No.	Campus	Location	Call No	Volume	Available Years/Months	Accession status	Alert
0001	Higashi-Hiroshima (Central)	Central Lib 1F or 3F		3-4, 125-129, 131, 186, 187(1-4, 6), 188-191, 192(1-4, 6), 193-195, 196(1, 3), 224-264, 265(1, 3-6), 266-293, 294(1-6), 295-296, 297(1-2, 4-6), 298-300, 301(1-2, 4-6)	1921-2009		
0002	Hiroshima (Central)	/ Physical sciences		280-300, 301(1-6)	1999-2009		

**Where is it in the university?**

# Volume : what issue is there in the university?

10 Items ▾							
No.	Campus	Location	Call No	Volume	Available Years/Months	Accession status	Alert
0001	Higashi-Hiroshima (Central)	Central Lib 1F or 3F		3-4, 125-129, 131, 186, 187(1-4, 6), 188-191, 192(1-4, 6), 193-195, 196(1, 3), 224-264, 265(1, 3-6), 266-293, 294(1-6), 295-296, 297(1-2, 4-6), 298-300, 301(1-2, 4-6)	1921-2009		
0002	Higashi-Hiroshima (Central)	Science / Physical science		280-300, 301(1-6)	1999-2009		

Symbols	Meaning	Example
- [hyphen]	<b><u>All the volumes</u></b> between the hyphenated numbers are there.	298-300 → There are all volumes from 298 to 300.
, [comma]	Volumes(numbers) not listed are <b><u>missing issues.</u></b>	301(1-2, 4-6) → Volume 301 No. 5 is missing



10 Items ▾

No.	Campus	Location	Call No	Volume	Available Years/Months	Accession status	Alert
0001	Higashi Hiroshima (Central)	Central Lib 1F or 3F		3-4, 125-129, 131, 186, 187(1-4, 6), 188-191, 192(1-4, 6), 193-195, 196(1, 3), 224-264, 265(1, 3-6), 266-293, 294(1-6), 295-296, 297(1-2, 4-6), 298-300, 301(1-2, 4-6)	1921-2009		
0002	Higashi Hiroshima (Central)	Science / Physical		280-300, 301(1-6)	1999-2009		

## Information: How to find and map

東広島キャンパス中央図書館1階/3階  
Central Lib. / 1F or 3F (Central Library at Higashi Hiroshima Campus)

年間・白書を除く今年発行分は1F新着雑誌コーナーに、それ以外のバックナンバーなどは3Fに、それぞれタイトルの五十音・アルファベット順で並んでいます。不明な点は図書館職員までお尋ねください。  
Materials published this year, excluding yearbook and white paper, are in the Current Periodicals section on 1F, and the others are on 3F. The materials are arranged by the Japanese syllabary to A-Z order of title in each sections. If you have any questions, to ask a library staff.

中央図書館 3F

# The journals are lined up:


- The order of titles:

あ—ん

A—Z

- There are **no numbers** like on the books






## 2.3.2 E-journals



Nature  
[Macmillan Journals Ltd., etc.]. <SJ03234106>  
E-Journals

Rating: ★★★★★

Tag: No tag is registered

Functions:  Bookmark  Tag  Output  Mail  Export

Available from 1869 until 1923

Links to Full-text

Terms of use & links

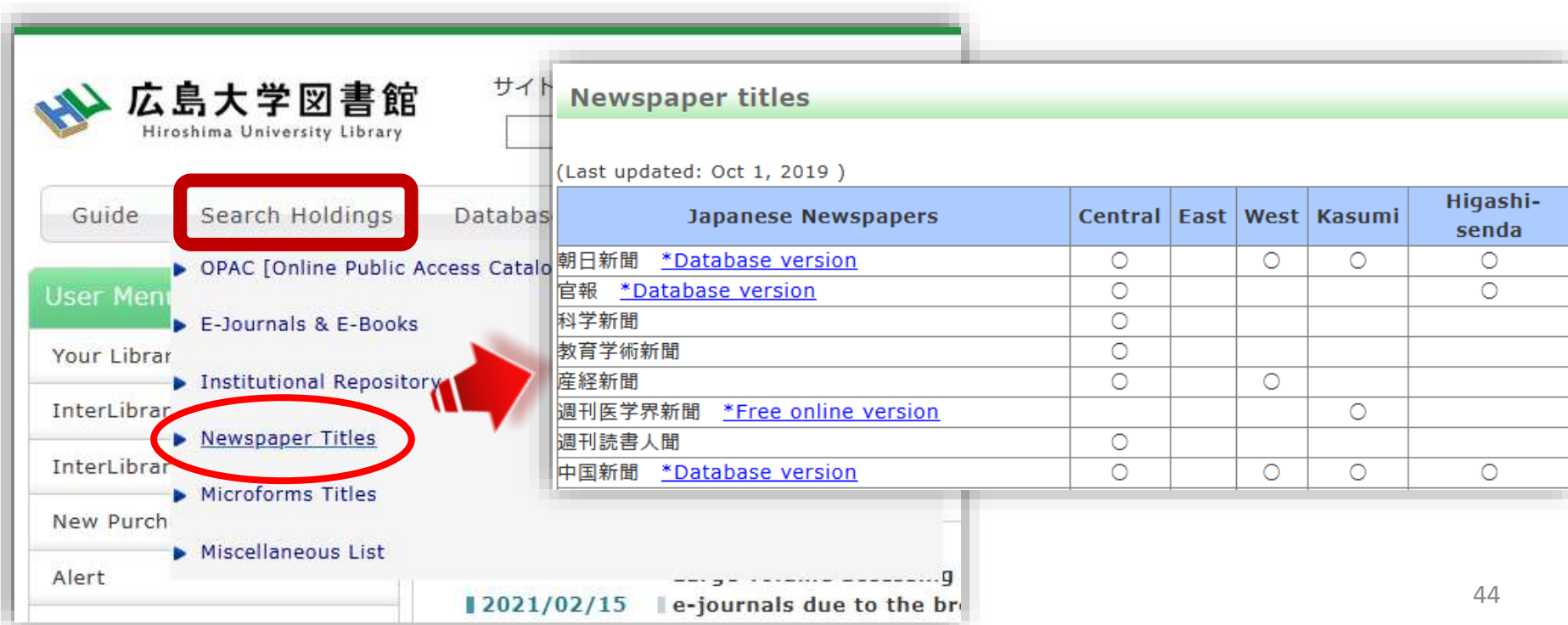
Link	Platform
Available from 1869 until 1923	Biodiversity Heritage Library
Available from 1997 until 2015	EBSCOhost Academic Search Complete
Available from 1869 volume: 1 issue: 1	Nature

**NOTE: Download only the articles you need.**

Mass download of articles is prohibited by contract with the publisher. In some cases, e-journals may not be available throughout the university. Please use it with sufficient caution.

## 2.4 Search Newspapers

- A list of newspaper titles in each library can be found on the website. (HOME > Search Holdings> [Newspaper Titles](#) )
- Reduced, micro and electronic editions can be searched on the OPAC.



**広島大学図書館**  
Hiroshima University Library

Guide **Search Holdings** Databases

User Menu

- OPAC [Online Public Access Catalogue]
- E-Journals & E-Books
- Institutional Repository
- Newspaper Titles**
- Microforms Titles
- Miscellaneous List

2021/02/15 e-journals due to the br

### Newspaper titles

(Last updated: Oct 1, 2019 )

Japanese Newspapers	Central	East	West	Kasumi	Higashi-senda
朝日新聞 <a href="#">*Database version</a>	○		○	○	○
官報 <a href="#">*Database version</a>	○				○
科学新聞	○				
教育学術新聞	○				
産経新聞	○		○		
週刊医学界新聞 <a href="#">*Free online version</a>				○	
週刊読書人間	○				
中国新聞 <a href="#">*Database version</a>	○		○	○	○

## 2.5 Access to e-journals and e-books from off-campus

---

- Except for free (open) access content on the Internet, E-journals and e-books need to be accessed **on the campus network**.
- If you want to use them from **off-campus** such as at home, you need to use **VPN service** or **single sign-on**.
  - If you want to use the campus network on your laptop or smartphone, please connect to the Wi-Fi provided by the Media Center. (NOTE: "**HU-CUP 10-50**" can be used. "Eduroam" is not available.)
  - Some databases may not be accessible from off-campus due to the publisher's terms of use. (e.g. Beck-online、UpToDate)

Cf. [Off-Campus Access to E-resources](#)

## 2.5.1 Use of VPN service #1

---

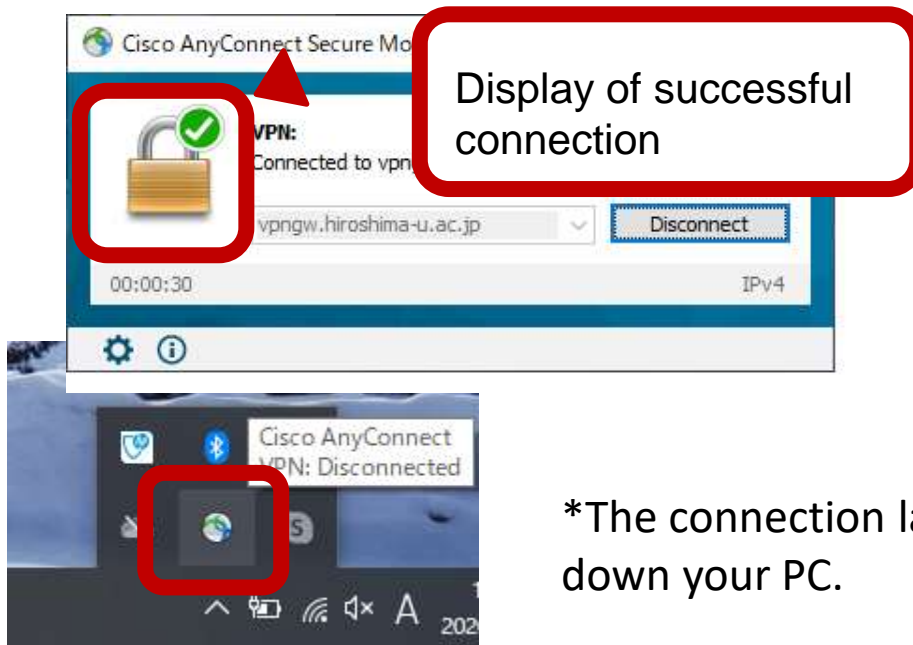
- Requires **software or app** download and configuration on your device
- For software or apps to download, check the Hiroshima University Information Media Center's [\*\*VPN \(SSL-VPN\) service page\*\*](#).

# Use of VPN service #2

## A VPN connection is required for each use.

Log in to the application with your Information Media Center account and password.

### ●for PC



### ●for Smartphone



\*The connection lasts until you disconnect yourself or shut down your PC.

## 2.5.2 Use of Single Sign-on

---

- Simply **Institutional or Shibboleth Login\*** with **your student ID and password** for each database or electronic resource.

\*They have a different entrance from normal login. See the information on [the library website for specific usage](#).

- This service is **not compatible with all electronic resources**.
- We recommend using a **VPN service**.



## Exercises 1-3

Search for materials on [OPAC](#) and answer the following questions.

1. You are looking for the following **books**. Answer the location and call number.

Title: **Renewable energy: a very short introduction**

Publisher: **Oxford University Press**

Location: ( )

Call number: ( )

2. You are looking for the following **e-books**. Answer the number of simultaneous accesses to this eBook.

Title: **The Routledge Student Guide to English Usage: A Guide to Academic Writing for Students**

Publisher: **Routledge**

Simultaneous access for each title: ( )

3. You are looking for **a specific volume of the following journal**. Answer the location where the corresponding volume is held.

Title: **Language education & technology**

Volume: **55**

Location: ( )

# 3. How to obtain literature

# How to obtain literature

---

Material Type	How to obtain
Books	can <u>be borrowed</u> .
Journal (Articles)	can make <u>copies</u> of the articles.

# 3.1.1 When the literature is available at HU : Books

---

First, let's check where the book is located at HU on OPAC.

When the book is in a **library**



**on your campus**

You have to go directly to the location and borrow it.

**on other campus**

You can apply for delivery of them from the “Reserve” button in the Holdings List of OPAC. \*

When the book is in a **laboratory**



**on your campus**

You need to check the OPAC location details page and then ask the laboratory whether they are available.

**on other campus**

You can apply for delivery of them from “ILL Borrowing Request” on OPAC. \*

**\*free shipping**

# Delivery requests for books from other campus libraries

- Click the "Reserve" button on the OPAC

\*Free shipping, about 3-5 days to arrive.

The screenshot shows an OPAC interface. At the top, there are navigation links: "Previous", "Back to List", and "Next". Below these, the book details for "Exploring Hiroshima : Japan's symbol for peace" by Coen Nishiumi are displayed. The book is part of the "IBCパブリッシング, 2017. -- (洋販ラダーシリーズ). <BB03252863>" series. It has a rating of five stars and no tags are registered. A "Functions" bar includes buttons for "Bookmark", "Tag", "Output", "Mail", and "Export". Below this are links for "Review" and "Details". A URL field shows "https://opac.lib.hiroshima-u.ac.jp/webopac/BB03252863" with a "Select" button.

Below the book details, the "HoldingsList" section shows "1-1 of about 1". A message says "Click a location to display details." There is a dropdown menu for "Higashi-Senda" and a "10 Items" dropdown. A table lists the holdings:

No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservati on
0001		Higashi-Senda	<a href="#">Higashi-Senda Lib</a>		<a href="#">837.7/Y-73</a>	0130558785			<a href="#">0items Reserve</a>

The "0items Reserve" button is highlighted with a red box.

# Delivery requests for books from other campus laboratories

Click the "ILL Borrowing Request(borrow the actual book) " on the OPAC

\*Free shipping


\*These books may not be available depending on the usage of the laboratory.

Bibliography Details 7 of about 160

Previous

Back to List

Next



Books

Machine learning : a concise introduction

Steven W. Knox ; : cloth. -- John Wiley & Sons, 2018. -- (Wiley series in probability and mathematical statistics). <BB03352660>

Rating: ★★★★★

Tag: No tag is registered

Functions: Bookmark Tag Output Mail Export

[Review](#) [Details](#)

URL:

HoldingsList 1-1 of about 1

Click a location to display details.

10 Items

No.	Volumes	Campus	Location	Collection	Call No	Material ID	Status	Due Date	Reservation
0001	: cloth	Higashi-Hiroshima (Central)	<a href="#">Science / Mathematics</a>		<a href="#">007.13/Kn-6</a>	4000423310	Faculty office		0items

Related Information

Get it from another organization

ILL Copy Request(get a copy from another library)

ILL Borrowing Request(borrow the actual book)

☒ I can't make a request because the window doesn't open.

Purchase Request

Additional Purchase Request

Related Items

parent bibliography

author

related bibliography

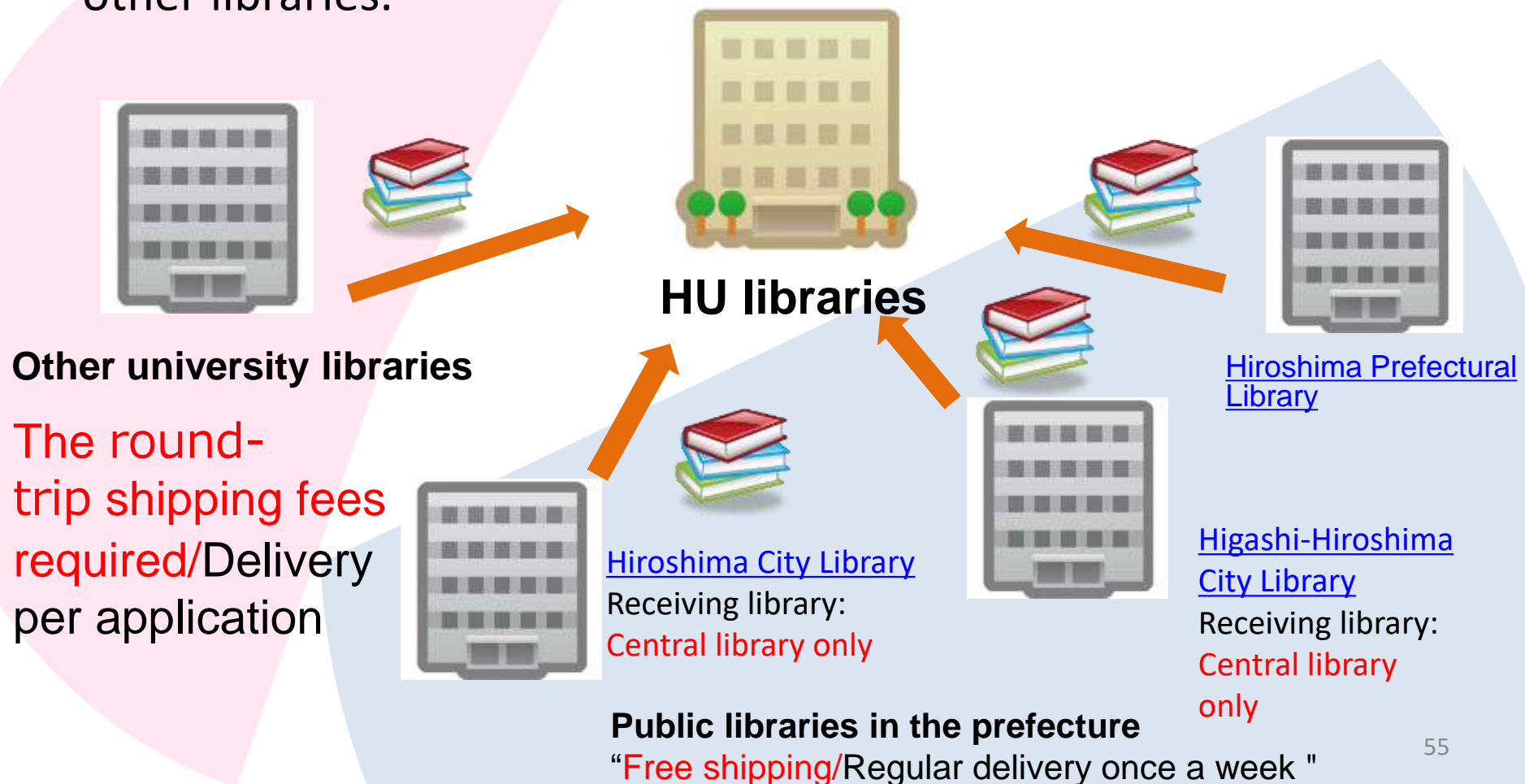
classification

subject

54

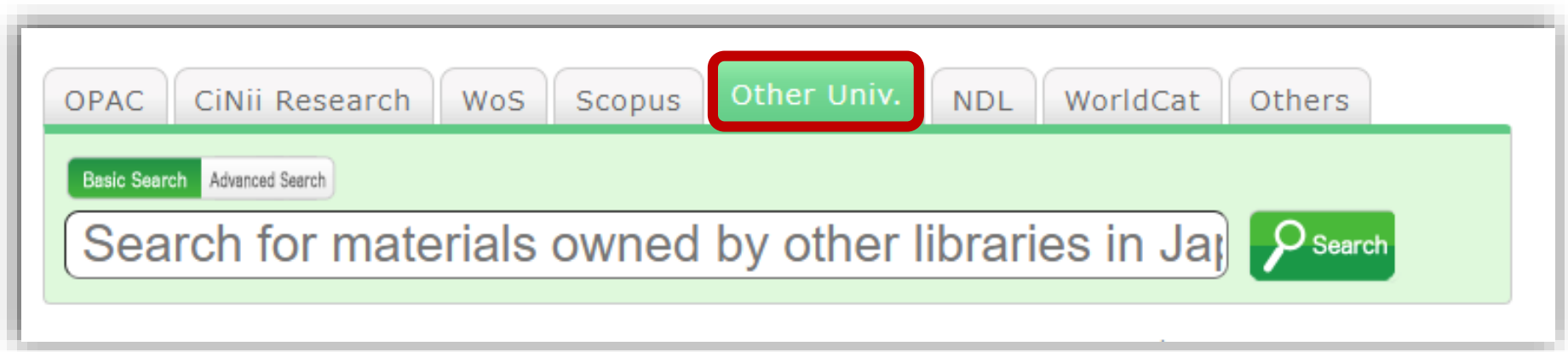
## 3.1.2 When the literature is not available at HU: Books

If HU does not have the book you need, you can borrow it from other libraries.



# Searching the library holdings of other universities

---



A screenshot of a library search interface. At the top, there is a horizontal row of buttons: 'OPAC', 'CiNii Research', 'WoS', 'Scopus', 'Other Univ.', 'NDL', 'WorldCat', and 'Others'. The 'Other Univ.' button is highlighted with a red rectangular border. Below this row is a green search bar. Inside the search bar, on the left, are two tabs: 'Basic Search' (which is active) and 'Advanced Search'. The main text inside the search bar reads 'Search for materials owned by other libraries in Japan'. To the right of the search bar is a green button with a magnifying glass icon and the word 'Search'.

Be sure to check OPAC to see if there are any materials you would like to borrow in HU.





[◀ Previous](#)[▲ Back to List](#)[Next ▶](#)

The art and science of Victorian history

by Rosemary Jann -- Ohio State University Press, c1985. &lt;BA00199403&gt;

Functions:



Output



Mail



Export

[▶ Details](#)URL: 

## HoldingsList 1-8 of about 8

Click a location to display details.

10 Items ▼

No.	Member Name	Location code	Volumes	Call No	Registration number
0001	上智大	書庫		DA:3:A1:J36:1985	860018999
0002	名大情言	情報・言語		201.28  J	986299
0003	家政院大	図		201.233/ J 22	T0168815*
0004	成蹊大			907.2  11	86200723
0005	敬和大	図		202-JA	000010814
0006	神女大	図		201  Ja	22050366
0007	立命館				7710045807
0008	茶女大	図		201/J22	210363500013

## Related Information

## Other Databases

[Amazon](#)  
[Google Books](#)  
[WorldCat](#)  
[NDLSearch](#)  
[CiNii Books](#)  
[Calil](#)

## Get it from another organization

[ILL Copy Request\(get a copy from another library\)](#)

[ILL Borrowing Request\(borrow the actual book\)](#)

I can't make a request because the window doesn't open.

## Purchase Request

[label.opt.neworder](#)

The library staff will select the most suitable library by checking the shipping fee, loan period, terms of use, etc.

# Apply by entering directly from InterLibrary Loan Request

## User Menu

Your Library Record

InterLibrary Copy Request

InterLibrary Loan Request

New Purchase Request

Alert

Bookmark

My Search

Review History

Tag History

Select Request Conditions ▶ Request Information Entry ▶ Request Confirmation ▶ Request Completion Notification

## Request Information Entry

Enter the following information and click the [Submit] button.

\* indicates required items. ◆ indicates choice items.

Please use the materials in person, if the materials are on your campus

**\* ISBN or bibliographic ID (NCID) is required**

1. Enter (Confirm) the following material information.

\* Title :

Volumes:

◆ ISBN:

Author:

Publisher:

\* Year:

Bib. Authority:

Hol. Authority:

◆ Bib. ID (NCID):

# “Others” tab of OPAC



The screenshot displays the OPAC (Online Public Access Catalog) interface. At the top, there is a navigation bar with several tabs: OPAC, Article(JPN), WoS, Scopus, Other Univ., NDL, WorldCa, and Others. The 'Others' tab is highlighted with a red rectangular box. Below the navigation bar, there are two search options: 'Basic Search' (selected) and 'Advanced Search'. A large search input field is present, followed by a green 'Search' button with a magnifying glass icon. Below the search field, there is a section for 'Databases :'. The 'All Site' checkbox is checked. Underneath, there is a section for '検索先サイト' (Search Site) with a minus icon. The following databases are listed with checkboxes: Amazon(和書), Amazon(洋書), 広島県立図書館, 広島市立図書館, and 東広島市立図書館.

You can search the holding information of public libraries: Hiroshima prefectural library, Hiroshima city library, and Higashi-hiroshima city library by selecting the "others" tab of OPAC.

## 3.1.3 Book purchase request

- You **can request the purchase of books** that are not in the library or books that are only in the laboratory.
- It will take **about a month** to become available.
- There is a limit to the number of books and amount of money that can be applied for per year.
- Some materials, such as journals, are not available for purchase.

> [More information](#)


User Menu

Your Library Record

InterLibrary Copy Request

InterLibrary Loan Request

New Purchase Request

 **[NOTICE] Measures against Coronavirus Infection**

[\[Will be opened on June 1st\] For HU members \(Updated June 15\).](#)

[For Visitors \(Updated March 27\).](#)

2021/02/16(TUE)

Library	Opening Hours
Central	08:30-17:00
East	08:30-17:00
West	08:30-17:00
Kasumi	08:45-21:00
Higashi-Senda	08:30-21:00

[Monthly](#)

## 3.2 Flow of obtaining journal articles

---

1. Check if an electronic version is available on the internet.
2. Check for printed journals
3. Order a copy of the article from other institutions' libraries.

## 3.2.1 Get the full text file: open access

### 1. Editorial: Electronic Commerce in the Time of Covid-19-Perspectives and Challenges

By: Pejic-Bach, Mirjana

JOURNAL OF THEORETICAL AND APPLIED ELECTRONIC COMMERCE RESEARCH Volume: 16 Issue: 1

Published: JAN 2021

Find it  
Full Text@HU

Full Text from Publisher

Free Published Article From Repository

### Acute Hypertriglyceridaemia Caused by Tocilizumab in a Patient with COVID-19

Nakamura Hideta , Fujita Jiro , Miyagi Kazuya , Otsuki Mariko , Higure Yuri , Nishiyama Naoki , Shusaku , Tateyama Masao

... <p>Treatment with tocilizumab (TCZ) to block interleukin-6 (IL-6) signalling is predicted by coronavirus disease 2019 (COVID-19). ... However, the adverse effects of TCZ on portal a patient with COVID-19 treated with TCZ who developed acute hypertriglyceridaemia

January, 2021

J-STAGE

拡大でさがす

1 COVID-19 spreading risk?

Chen, Q.

2021

Open Access

View abstract ▾

Find it  
Full Text@HU

View at Publisher

related documents

\*Click the icon to open each publisher's site.

\*Open access articles are free to access.

# Get the full text file: E-resources available at HU

Targets of T Cell Responses to SARS-CoV-2 Coronavirus in Humans with COVID-19 Disease and Unexposed Individuals

Grifoni, A; Weiskopf, D; (...); Sette, A

Jun 25 2020 | CELL 181 (7) , pp.1489+

Understanding adaptive immunity to SARS-CoV-2 is important for vaccine development, interpreting coronavirus disease 2019 (COVID-19) pathogenesis, and calibration of pandemic control measures. Using HLA peptide "megapools," circulating SARS-CoV-2-specific CD8(+)

Find it  
Full Text @HU

2. If you see the full-text link information, click it to get the full-text file.

1. When you access the database on the campus network, you will see an icon such as "Find it/Full text @ HU". Click this to open the navigation screen for obtaining documents.

S·F·X

**Title:** Targets of T Cell Responses to SARS-CoV-2 Coronavirus in Humans with  
**Source:** Cell [0092-8674] Grifoni, Alba yr:2020 vol:181 iss:7 pg:1489 -1501.e15

Basic

Full Text

Full text available via Elsevier ScienceDirect Journals Complete

Year: 2020 Volume: 181 Issue: 7 Start Page: 1489

GO

Full text available via The Pubmed Author Manuscript collection

Year: 2020 Volume: 181 Issue: 7 Start Page: 1489

GO

## 3.2.2 Use materials held by Hiroshima University

### Full text

No Full text available

### Holding information

Holdings in **Hiroshima University OPAC** **GO**

1件見つかりました。

#### The British journal of nutrition

所蔵館	配架場所	所蔵巻次
東広島（東）	東図書館	24-92<1970-2004>

Holdings in **CiNii Books** **GO**

Displaying OPAC search results.

Make sure that the volume you need is included in the Holding information.

Click "Go" to check detailed information such as the location.



# When the literature is available at HU : Journals

---

First, let's check where the book is located at HU on OPAC.

When the  
journal is in a  
**library**



on your campus	on other campus
You have to go directly to the location and copy the articles.	You can order a copy of the article from "ILL Copy Request" on OPAC. *

When the  
journal is in a  
**laboratory**



on your campus	on other campus
You need to check the OPAC location details page and then ask the laboratory whether they are available.	You can order a copy of the article from "ILL Copy Request" on OPAC. *

\* Copy fee required

### 3.2.3 Ordering a copy of the article from other institutions' libraries. #1

---

#### Full text

No Full text available

#### Holding information

Holdings in **Hiroshima University OPAC** 

所蔵はありません

Holdings in **CiNii Books** 

1件, 見つかりました

 Understanding the Mindanao peace process (1館で所蔵)

Holdings in **NDL Search** 

Holdings in **OCLC WorldCat @ Service**  

#### ILL

Request document via **Web Request** 

Click the "GO" button to start the application procedure.

# Ordering a copy of the article from other institutions' libraries. #2

## Receive External Data (open URL)

The book information sent from the referrer is as shown below.

Search Result: 0

Data

\* Bibliographic information such as titles are automatically entered.

Information source: WOS

Title of article: ICHIBAN - THE JAPANESE APPROACH TO ENGINEERING-EDUCATION

Author: LORRIMAN

Journal title: Transactions and journal of the British Ceramic Society

Abbreviated Journal title: BRIT CERAM TRANS J

1. Click "ILL Copy Request (get a copy from another library)"

Get it from another organization

ILL Copy Request (get a copy from another library)

ILL Borrowing Request (Borrow the actual book)

? I can't make a request because the window doesn't open.

2. After logging in with your student ID and password, select the material type and click "Next".

Set the following conditions [Next] button.

Select the material type to be requested.

☐ Books ☒ Journals

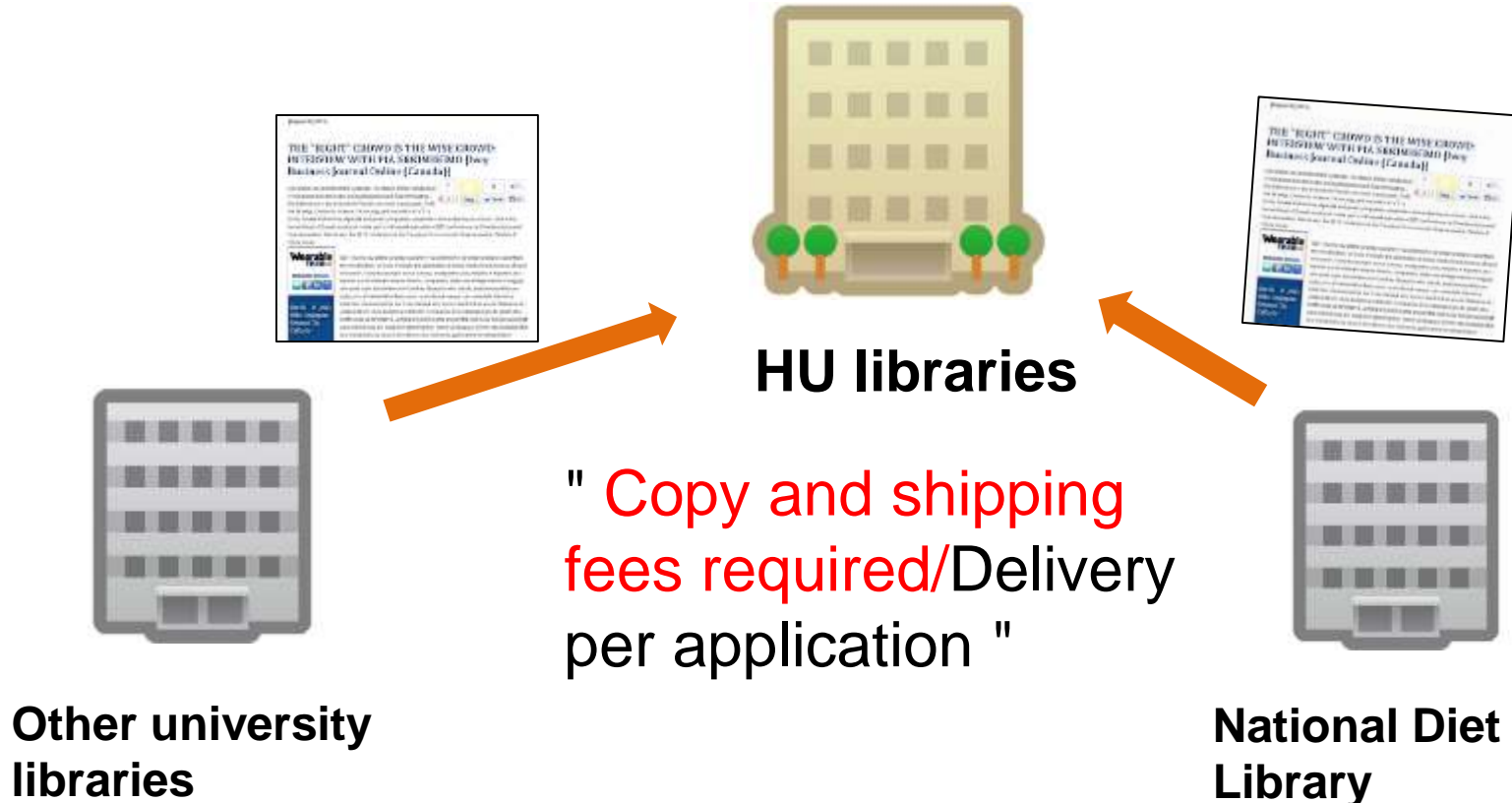
Next

3. Select the required option and click "Submit" to complete the application.

Submit

# When the literature is not available at HU: Journal articles

If HU does not have the journals you need, you can order copies of articles from other institutions' libraries.



# Apply by entering directly from InterLibrary Copy Request

## User Menu

Your Library Record

InterLibrary Copy Request

InterLibrary Loan Request

New Purchase Request

Alert

Bookmark

My Search

Review History

Tag History

## Request Information Entry

Enter the following information and click the [Submit] button.

\* indicates required items. ♦ indicates choice items.

Please use the materials in person, if the materials are on your campus

1. Enter (Confirm) the following material information.

**\* ISSN or bibliographic ID (NCID) is required**

\* Journal title :

\* Article title:

\* Article Author:

\* Volumes:

♦ ISSN:

Publisher:

\* Year:

\* Page:

♦ Bib. ID (NCID):

Bib. Authority:

Hol. Authority:

# Check the application status from Your Library Record : For Copy request #1

**User Menu**

- Your Library Record**
- InterLibrary Copy Request
- InterLibrary Loan Request

[▲ Go to the top of this page](#)

## Copy request

Copy request 6 Item(s)

There is no receipt acceptable record.

**Copy Request List**

[▲ Go to the top of this page](#)

## Loan request

Loan request 0 Item(s)

There is no borrowing/receipt acceptable record.

# Check the application status from Your Library Record : For Copy request #2

Your Library Record
My Folder
Alert

Copy request list 1-6 of about 6

Your Library Record
Copy request list

You can check the copy request status. You can also cancel or delete requests. ?

Status
10 Items

No.	<input type="checkbox"/>	Status	Applied Lib	Applied date	Payment type	Sending method	Local claim sum	Bibliogr
1	<input type="checkbox"/>	Cancelled	Higashi-Hiros hima (Centra l)	2020/07/ 06	Private e xpense	standard mail		Expert nurse
2	<input type="checkbox"/>	Cancelled	Higashi-Hiros hima (Centra l)	2020/06/ 26	Private e xpense	standard mail		静岡文化芸術大学
3	<input type="checkbox"/>	Cancelled	Higashi-Hiros hima (Centra l)	2020/04/ 23	Private e xpense	standard mail		Acta astronautica

Bibliography information	Expert nurse
Status	Cancelled
Applied Lib	Higashi-Hiroshima (Central)
Applied date	2020/07/06
Arrival date	
Books/magazine	Serial
Standard No.	ISSN=09110194
Volume	36(5)
Issue	62-68
Year	2020
Notification from Lib	高木 淳子「熱中症対策（東京オリンピック・パラリンピック1年延期開催！ 多人数が集まる場所での必要な看護）」
Bibliography ID	AN10060873
Copy type	photocopy
Sending method	standard mail
Payment type	Private expense
Local claim sum	
Receiving contact Status	
Remarks	
Request No.	
ILL record ID	IL322476

Next

Remove from List
Re-request from List
RefWorks
EndNote basic
Copy Request List

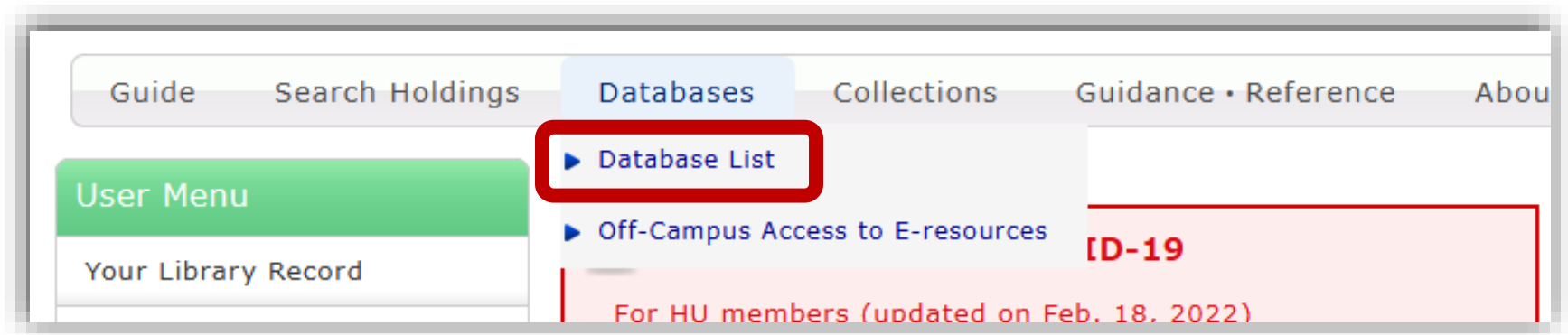
## 4. Databases and Other services



# 4.1. Databases

- Databases available at Hiroshima University

Library website > Databases > [Database List](#)



- \* There are various kinds of databases, and you need to select the most appropriate one according to the type of literature you are searching.
- \* You can also check the terms of use for each database in this list. Please be sure to check before using.

# Databases to search for academic articles (all research spheres)

Name	Contents	Off-campus access
<a href="#">CiNii Research</a>	Academic articles published in Japan, research data, university holdings, doctoral dissertations, and research projects	free access * VPN service or single sign-on is required to use the "Find it/Fulltext@HU" icon.
<a href="#">Web of Science</a>	English or other language academic articles in the fields of science, humanities, and social sciences	VPN service or Single sign-on
<a href="#">Scopus</a>	English or other language Academic articles published in more than 21,000 journals in all fields	VPN service or Single sign-on
<a href="#">EBSCOhost</a>	A platform for searching literature databases in english or other language at once	VPN service or Single sign-on

# Reference management tools

---

- [EndNote Basic](#)
- [Mendeley](#)

A tool that can import bibliographic information and full-text PDF, manage and organize data, and output a reference list. User registration is required.

# Writing Tutorials by Writing Center

---

The Writing Center in the Central library provides tutoring for writing academic texts (papers, seminar presentations, theses, dissertations, etc.) in Japanese and English. Please visit [Center's website](#) for details.



# Any Questions?

---

- ◆ Contact the circulation desk.
- ◆ Email us : tosho-fukyu-wrc@office.hiroshima-u.ac.jp
- Please feel free to contact us !

# Questionnaire

---

Please take some time to answer  
[questionnaire form.](#)

