



# Kansai University Library Guide

KANSAI UNIVERSITY LIBRARY

## Contents

	<b>Library Rules.....</b>	<b>1</b>
<b>Chapter 1</b>	<b>Kansai University Library Overview .....</b>	<b>2</b>
	Structure of the Kansai University Library, Opening Hours, Entering/leaving the library	
<b>Chapter 2</b>	<b>Services.....</b>	<b>4</b>
	Borrowing, Returning, Renewing, Reservation, Photocopy Reference Service	
<b>Chapter 3</b>	<b>Libraries in Each Campus.....</b>	<b>8</b>
	General Library, General Library Learning Commons Libraries in Other Campuses	
<b>Chapter 4</b>	<b>Library Materials.....</b>	<b>15</b>
	Types of Library Materials and how to use them	
<b>Chapter 5</b>	<b>Using Books, Journals and Newspapers .....</b>	<b>17</b>
	Finding a book or journals, Location of the books on a shelf, Using magazines and newspapers, How to identify the location of magazines from KOALA	
<b>Chapter 6</b>	<b>How to search for Library Materials.....</b>	<b>21</b>
	KOALA(Kansai University Online Public Access Catalogue for the library)	
<b>Chapter 7</b>	<b>Online Services.....</b>	<b>27</b>
	Reservation, MyLibrary (Check of your current circulation record)	
<b>Chapter 8</b>	<b>Library Website and Various Services.....</b>	<b>31</b>
	Library website, Using Database Kansai University Library koaLABO Kansai University Library Twitter	
<b>Appendix</b>	<b>Databases .....</b>	<b>32</b>
	Kansai University Library Location Guide.....	<b>35</b>
	The 8th edition of Nippon Decimal Classification .....	<b>Back Cover</b>

## Library Rules

### ○Bring your ID card

- A student ID card or Library card is required to enter/leave the library and use library services.
- Do not lend your student ID card or Library card to others.

### ○Ensure quiet environment

- Do not talk on mobile phone in the library except break rooms and telephone booths (1F).
- Learning Commons is available for group study or discussion.
- Do not use PCs, calculator or any devices that make a sound in Silent Area.

### ○Treat library materials carefully

- Do not write in, line, or otherwise damage library materials.
- Do not lend the material you have borrowed to others.
- Users who lose or damage a material will be charged for replacement.
- You must return a library material on or before the due date.

### ○No smoking, eating and drinking

- Smoking, eating, drinking in the library are prohibited.
- Beverages may be brought to the library as long as they are in covered container such as PET bottle or water bottle.

### ○Keep an eye on your belongings

- Keep your valuables with you at all times.
- Do not leave your personal belongings or library materials on the desk while you are gone.

### ○No photography & filming

- You may not take photography or film in the library to protect user's privacy and copyright.

### ○No photocopying of private materials

- You may not copy materials from outside the library.

**Those who disturb other users may be refused entry or asked to leave.**

## Chapter 1. Kansai University Library Overview

### ○ Structure of the Kansai University Library

Kansai University Library consists of four libraries located at our four campuses - Senriyama, Takatsuki, Takatsuki Muse, and Sakai.

You can use any campus libraries or request delivery of a material from another campus library.

Library Name	Campus	Location
General Library	Senriyama Campus	
Takatsuki Campus Library	Takatsuki Campus	B1, Bldg.B
Takatsuki Muse Campus Library	Takatsuki Muse Campus	1F, West Bldg.
Sakai Campus Library	Sakai Campus	2F, Bldg.B

### ○ Opening Hours

Library	Day	Regular Semester / During exams	Summer Break	Spring Break
General	Mon. – Fri.	9.00am - 10.00pm	10.00am - 8.00pm	10.00am - 8.00pm
	Sat.		10.00am - 6.00pm	10.00am - 6.00pm
	Sun. & holidays	10.00am - 6.00pm	Closed	Closed
Takatsuki Campus	Mon. – Fri.	9.00am - 8.00pm	10.00am - 5.00pm	10.00am - 5.00pm
Takatsuki Muse Campus	Sat.	9.00am - 5.00pm	Closed	
Sakai Campus	Sun. & holidays	Closed	Closed	Closed

For opening schedule, check “library calendar” on the Kansai University Library website.

- ✧ Reference Counter in the General Library limits its service at night or on holiday.
- ✧ Change of opening hour and temporary closure will be announced by posters inside the library and on the library website.
- ✧ Request for fetching a material from stack room and application for using CD-ROM PCs must be completed 15 minutes before the library closes.

### Irregular closures

- Celebration of Attaining University Status (Jun. 5) and University Foundation Day (Nov. 4)  
\* Regardless of this, library will open if undergraduate school has a class on these day.
- August 11th to August 20th
- New Year holidays
- Entrance examination period (Libraries in Takatsuki Campus, Takatsuki Muse Campus, and Sakai Campus open)
- March 29 to March 31 (If Sunday is included in those 3 days, closure will be March 28 to March 31)
- Other temporary closures

○Entering/leaving the library

- Student ID card is required to enter/leave the library. Be sure to always bring your student ID card.
- When entering/leaving the library, tap your student ID card on the library gates.
- When leaving the library, pass through the exit gate. If you attempt to exit the library with library materials that have not been checked-out, alarm sounds and gate is locked. (Please note that some of your belongings, even though they are not library items, are detected by the machine and make alarm sounds.)

## Chapter 2. Services

### Borrowing

- Bring the book you want to borrow and your student ID card to the library counter.
- [General Library] To borrow books in the open stack room (2nd floor), go to Open Stack Counter on the 2nd floor. To borrow books in the stack room (B1/B2) or reserved books (including delivery from other campus libraries), go to Main Counter on the 1st floor. You can also use self-checkout machines to borrow/renew books by yourself.
- [Libraries other than General Library] You can borrow books at the counter.
- If you have lost your student ID card, contact the librarian as soon as possible. We will block your card so that no one can use it in the library. You are responsible for all damages caused by your lost card. As someone may use your lost card fraudulently, please be careful not to lose your student ID card. To replace your student ID card, please contact student ID card issuer on your campus.

	Loan Limits	Loan Periods
Undergraduates	Up to 10	Up to 2 weeks
Graduate Students	Up to 20 *	Up to 3 months

★ You cannot borrow books labeled "禁帯出 (In Library Use Only)", newspapers, new magazines, and some other materials.



\* Loan limits and loan periods of graduate students have following limitations:

- Books in the open stack room of the General Library: up to 10 books for 2 weeks
- Books for study in the Muse, and Sakai Campus Libraries: up to 10 books for 2 weeks
- Books for study in the Takatsuki Campus Library: up to 10 books for 1 month
- ✧ Books borrowed from other campus libraries are taken into account for loan limits.
- ✧ Loan period will be shortened during exams.
- ✧ When a book has been requested by many users, loan period of the book will be shortened even if it is not during exams.
- ✧ During the school holidays, due date will be extended to the first weekday after the holidays. Check the notice inside the library or library website for detail.

### Returning

- Books must be returned to the library before or on due date.
  - You can return books to any counter in the Geranial Library.
  - You can return books to any campus libraries regardless of the library from which they were borrowed.
- Please return books by the due date. Your delay will cause inconvenience to other users.

#### ○ Overdue

If you have an overdue book, you will not be able to borrow, renew, and reserve any other books.

#### ○ Lost or damage

If you have lost or damaged the book you borrowed, contact the librarian at the counter where you have

borrowed the book immediately. You may be charged a replacement fee.

p.4 (This page number corresponds to page number of the Japanese library guide.)

### **Renewing**

- You can renew books by:
  - using online service
  - bringing books and student ID card to library counter
  - using self-checkout machines on the 2nd floor of the General Library
- Books can be renewed only once.
- You may not be able to renew a book if:
  - (1) it has been requested by another user
  - (2) it is overdue
  - (3) you have another overdue book
  - (4) during exams

### **Reservation**

- If you find the book you want is on loan to someone else, or need the book held by another campus library, make a reservation.
  - Use KOALA (Kansai University Library Online Catalog) to reserve a book, or visit a library counter after searching for the material ID of the book you want to reserve.
  - You can check the progress of your request online. When the book is ready for you to borrow, we will send you a message via Information System. You can register your mobile phone as a forwarding address of the message sent to Information System.
- Reservations are needed to be collected within 1 week (3 days during exams).

#### **<Online Service>**

- On our website, you can reserve/renew a book as well as check progress of your borrowing, reservation, copy request, loan request, and purchase request.
- See pages 21 to 22 for details.

### **Photocopy**

- Library users may copy library materials as long as it is done under Japanese copyright law. No more than a single photocopy should be produced for each part of book or journal article. Before copying, fill out 文献複写申込書 (photocopy request form) and put it into the box next to the copy machine.
- You may not copy your notes or other personal belongings.
- Most of the copy machines in the library accept copy card (50 units / 500 yen per a card), which is sold in vending machine in the libraries. In Sakai Campus Library, however, copy card is available at counter. There are also some copy machines which take cash – two for the General Library (on the 1st floor and 2nd floor) and one for other campus libraries.



○ KU On-demand Print service

PCs in front of the Reference Counter and PCs in Learning Commons are available for printing a document to networked printers in the library. For details, visit the website of IT (Information Technology) Center.

P.5 (This page number corresponds to page number of the Japanese library guide.)

○ **Reference Service**

We offer a wide range of services to help you with finding library materials and information. If you have a question, ask at the counter shown below.

**If the book or journal you need is not held by Kansai University Library**

1. You can borrow it from other library or visit other library to use it.

To use this service, ask at the Reference Counter in the General Library or counters in Takatsuki, Takatsuki Muse, Sakai Campus libraries.

**Inter-Campus request:** Requesting a material held by the research institutes or material room (Siriyositsu) in Kansai University.

Ask librarian to know when the material will be delivered. Delivered material is needed to be collected within 1 week.

**Interlibrary loan:** Requesting a material held by the institutions other than Kansai University

- To visit the holding library:

We will issue introduction letter (request letter) to the holding library.

Please allow 2 to 3 days for you to receive the letter, as we need to check status of the material.

- To obtain a photocopy of the material:

We will request the holding library to provide a scan of the necessary part of the material.

The cost of obtaining a photocopy such as copying and mailing cost will be charged to you.

- To borrow a physical material:

This service is for books only. You may not borrow journals.

The cost of obtaining the book such as mailing cost will be charged to you.

Loaned book must be consulted within the library.

2. If there are materials you want us to add to the library's collections, you can make a purchase request. Fill out the 購入希望図書申込書 (purchase request form) and submit it to the counter shown below. We will meet your request as much as we can. Purchase request can also be submitted online.

**General Library**

Open Stack Counter: Undergraduates (Books for study)



Reference Counter: Faculty members, graduates, and others (Books for research, books for study)

**Takatsuki Campus Library, Takatsuki Muse Campus Library, Sakai Campus Library**

Counter: Undergraduates (Books for study), Faculty members, graduates, and others (Books for research, books for study)

After books for study have been stored for a certain period, we check the usage statistics of the books. If we find that the books have lost the value for which they were originally selected, they will be withdrawn. Books for research will normally be retained for a long period.

**If you need help with finding information**

Reference Counter in the General Library and counters in the Takatsuki, Takatsuki Muse, and Sakai Campus Libraries provide assistance in identifying library materials and information that are helpful for your investigation, research, and writing thesis. Please feel free to contact librarians.

p.6 (This page number corresponds to page number of the Japanese library guide.)

## Chapter 3. Libraries in Each Campus

General Library Located at Senriyama campus

### Floor Map

3rd floor	General Reading Room 1, 2, and 3 / Multi-purpose Reading Room / Stack Room of Rare Books / 3 Group Study Rooms
2nd floor	<b>Open Stack Room</b> Open Stack Counter Books for study, Reference books, Dictionaries, <i>Bunko</i> , <i>Shinsho</i> , Books for extensive reading, Audiovisuals, Newspapers, Audiovisual players, and Break rooms
1st floor	<b>Entrance</b> Entrance Counter Assistance for visitors
	<b>Reference Room</b> Main Counter, Reference Counter Reference Books for research, Dictionaries, Catalogues, Indexes, Maps, New magazines, Newspapers, Internet/CD-ROM corner, Micro-Reader, European info (EUi center), and Reserved book
	<b>Learning Commons</b> Commons Counter Workshop Area, Working Area, Learning Area, and Writing Area
B1	<b>Stack room on the B1 floor</b> Books for research
B2	<b>Stack room on the B2 floor</b> Journals, Back numbers of newspapers, Microforms, Books for research, Private collections, and old editions of reference books.

### Statistics of General Library

Opening days: 300 days (Note1)

Visitors: 664,000 (Note2)

Holdings (Books): 2,182,000 (Note2)

Periodical titles: 24,000 (Note2)

Note1: The figure is rounded to the nearest ten.

Note2: The figure is rounded to the nearest thousand.

### Group Study Room

- ◆ To use Group Study Room on the 3rd floor, ask at the Open Stack Counter after getting permission from your supervisor. You can reserve the room two weeks before the day you wish to use.

### Entrance Counter

- ◆ Librarian here provides assistance for visitors.

p.7 (This page number corresponds to page number of the Japanese library guide.)

### Open Stack Room

- ◆ To borrow a book, bring your student ID card and the book you want to borrow to the counter, or use self-checkout machine.
- ◆ Following materials must be consulted within the library. You cannot borrow them.
  - Dictionaries, year book and other reference books which is labeled "In-Library Use Only".
  - Newspapers and Audiovisuals.

### Open Stack Counter (refer to the floor map)

Ask librarian here to borrow, return, renew and reserve the books stored on the 2nd floor, request for using Audiovisuals, and apply for using Group Study Room on the 3rd floor.

### Reference Room

- ◆ There are reference books for research and new magazines in the 1st floor. The materials in this floor must be consulted within the library.

Reference book, maps, and newspapers: Previous 2 to 3 month

New magazines: Previous 1 year

Reference book is a book intended to be consulted for information on specific matter. Reference book includes encyclopedia, dictionary, year book, catalog, and index.



### Reference Counter (refer to the floor map)

You can consult a librarian here for identifying the location of a book, finding a book on specific topics, and getting an advice on library service.

### Main Counter (refer to the floor map)

You can return a book and request a book in the stack room here. You can also ask a question about library usage and request delivery of a material from other campus libraries.

### Stack Room

- ◆ The stack room is closed, and cannot be entered freely. To use the materials here, you need to submit completed “閲覧・貸出申込票” (Request form for using materials in stack rooms) to the Main Counter. A librarian fetch the requested items for you. Please prepare student ID card and wait it.

### Entering Stack Room

3rd-year and 4th-year undergraduate can enter stack room if he/she gains a permission from their supervisors and has taken necessary procedure. Graduate can enter the stack room.

### Wireless LAN / Silent Area

- ◆ General Library provides KU Wi-Fi Area where you can use KU Wi-Fi, and Silent Area where you must be silent and must not use any devices that make a sound. Please check where these area are located with the floor map.
- ◆ In the stack rooms on the B1 and B2 floor, Private Study Rooms and Reading Rooms are set as KU Wi-Fi

area.

P.8 (This page number corresponds to page number of the Japanese library guide.)

### **General Library Learning Commons**

Learning commons is a common space in the library where user can enjoy group study and discussion in a friendly manner. You can borrow laptop and projector at Commons Counter, but do not bring it out of the Learning Commons.

#### **Learning Area**

You can use here for small group discussion and other group work. Tables and chairs may be moved as needed. No need to be reserved.

#### **Commons Counter (refer to the floor map)**

You can borrow equipments for group study such as laptop and projector. Present your student ID card to apply.

#### **Working Area**

There are 9 group study rooms. They vary in size from 2 to dozens of people. You can use them for preparing the presentation and group study. To use or reserve a room, prepare your student ID card and ask at common counter.

#### **Writing Area**

TAs (graduate teaching assistants) meet individually with students who seek advice on writing their report, thesis and class presentation documents (resume and slide) in Japanese. Make reservation via the website of Writing Lab.

#### **Workshop Area**

The studio which features large projector screen and microphones. You can use it for class presentation, guidance, and small group discussion. When it is not reserved, you can use here same as Learning Area.

#### **[Open hours]**

During school term and examination term (Undergraduate)

Monday to Saturday: 9:00am to 8:00pm      Sunday and holiday: Closed

During school vacation (Undergraduate)

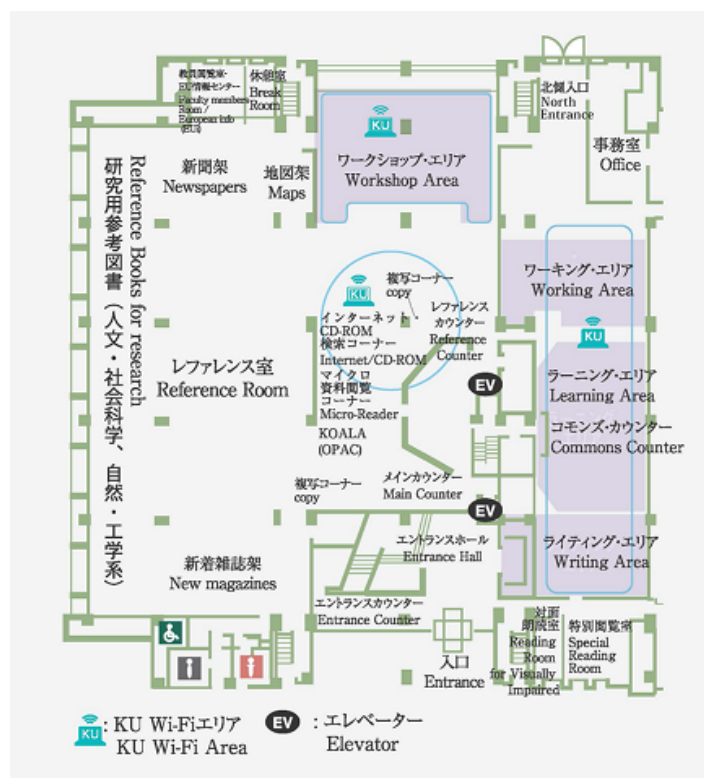
Monday to Friday: 10:00pm to 5:00pm      Saturday, Sunday and holiday: Closed

\* Learning Commons is closed on the closing day of the General Library.

P9. (This page number corresponds to page number of the Japanese library guide.)

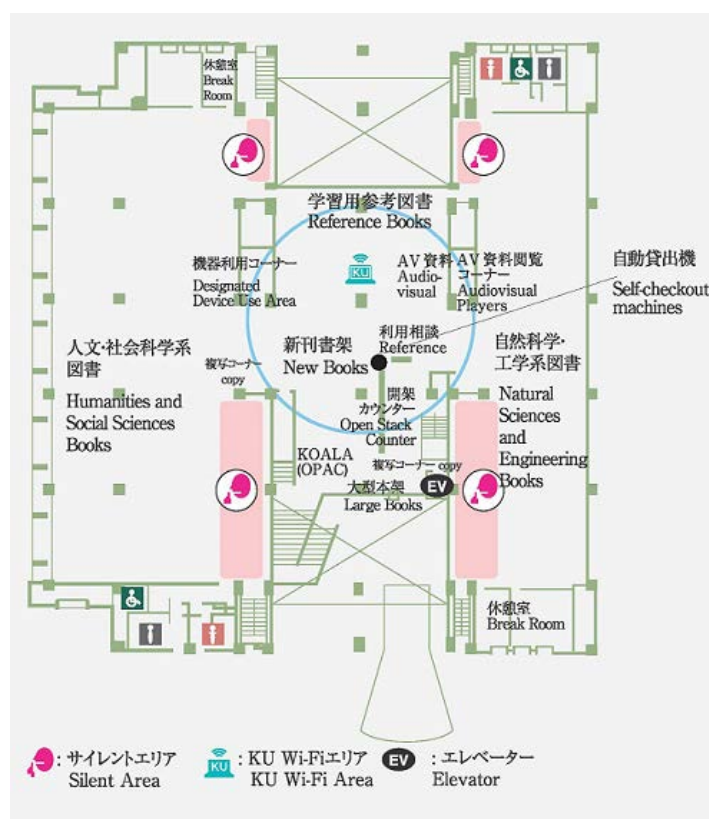
## General Library Floor Map - 1st floor to 3rd floor –

\*North entrance is for limited user only (students and faculty members).

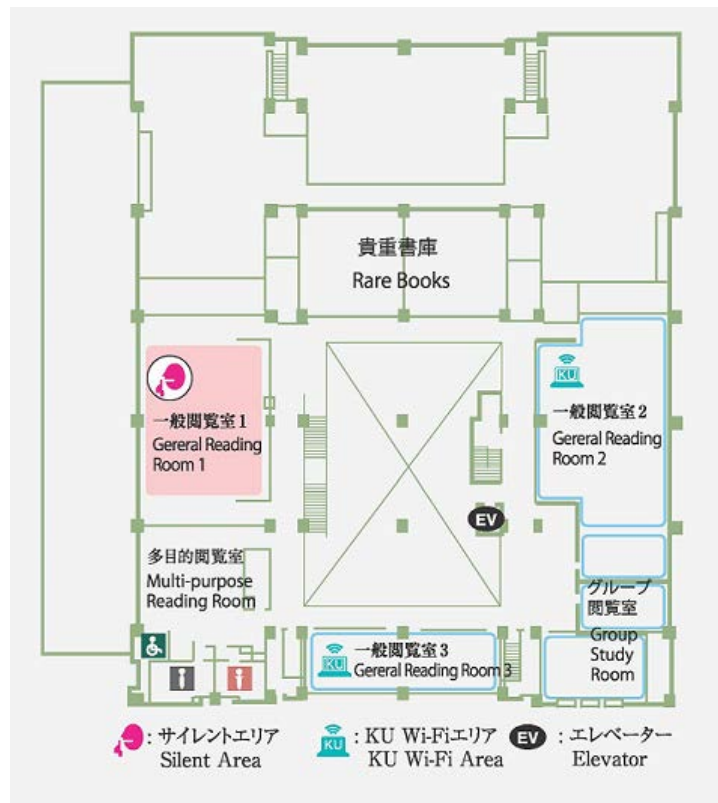


1F

\*In silent area, do not use PCs, calculator or any devices that make a sound.



2F



3F

P.10 (This page number corresponds to page number of the Japanese library guide.)

Libraries in Other Campuses

		Takatsuki Campus Library	Takatsuki Muse Campus Library	Sakai Campus Library
Location		Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus
Floor		B1, Bldg.B	1F, West Bldg.	2F, Bldg.B
Stat	Opening days (Note1)	270	270	270
	Visitors (Note2)	27,000	27,000	25,000
	Holdings (Note2)	56,000	47,000	49,000
	Periodical titles (Note1)	520	480	220
Main Subject		PC, Informatics	Disaster, Social Security	Health, Welfare, Sports, Books for acquiring the welfare qualifications.
Facility		<ul style="list-style-type: none"> <li>● There is a group reading room (for up to 12 people) appropriate for group discussion using library materials. You can reserve it in 2 weeks advance at the counter.</li> <li>The room may be used for library guidance or other events.</li> <li>● KU Wi-Fi is available.</li> </ul>	KU Wi-Fi is available	<ul style="list-style-type: none"> <li>● There are 2 group reading rooms (for up to 30 people) appropriate for group discussion using library materials. One of them should be reserved in advance and the other can be used freely.</li> <li>● KU Wi-Fi is available.</li> </ul>

Note1: The figure is rounded to the nearest ten.

Note2: The figure is rounded to the nearest thousand.

You can request delivery of books, journals, audiovisuals, and microforms between four campus libraries.

○ Aside from library materials, following materials are shelved in Takatsuski, Muse, Sakai campus libraries.

◆ Material of the Institute of Human Rights Studies

Holdings of the Institute of Human Rights Studies. You can borrow them up to 3 books for two weeks separately from the library materials.





## Chapter 4. Materials held by Library

### ○ Types of Materials

Kansai University Library provides various types of materials. Refer to the followings to see what kind of materials are there and how to use them.

#### ◆ Book

Book includes not only the book to read but also material edited as a tool for finding books or articles (secondary source material).

- book: *Tankosho*, *Bunko*, *Shinsho*, and others
- Secondary source material: Catalog, Index, Abstract, and others
- Reference book: Dictionary, Encyclopedia, Yearly book, Map, Statistics, and others

Standard books can be lend outside the library. (Some of them are inter-library use only).

Secondary source materials and Reference books are labeled with “禁帯出(inter-library use only)” and cannot be lend out of the library.

#### ◆ Journal (Magazine)

Journal is a publication that is published in a series, or periodically. An academic journal serves as forum for the presentation for new research results. Journals issued by universities and other research institutions are called “Kiyo” (bulletin).

We treat current journals and back numbers bound up for storage separately, so location and usage of them differ. For how to search and use journal articles, please refer to pages 14 to 16.

#### ◆ Newspaper

Newspaper is the best source for researching social science and current affairs as it contains full of latest news and topics. At this time, Asahi, Mainichi, Yomiuri, Sankei, and Nikkei Shimbun are available on database as well. We also hold bound volumes and microfilm.

#### ◆ e-Journal

e-Journal is electronic issues of journal digitalized from scholarly journal or academic journal which were formerly issued as printed journal. It can be usually read online. The e-Journal subscribed by Kansai University Library can be accessed from any networked computer in the university. If the journal is free on the web, you can also read it from outside the campus. For how to search e-Journal article, please refer to page 15.

#### ◆ Database

Database is an organized collection of data. Like a journal database or newspaper database, each database contains thousands of articles in a particular subject area or purpose of use. You can retrieve necessary

information quickly from vast volumes of data by searching with a keyword or other search criteria. Once you find the data, you can browse full-text of the content and print out it. For the list of major database, refer to page 24.

\* If you wish to use e-Journals or database, you should apply for “Activation of IT Center Account” via website of IT center in advance. Alumni, local users, and students of cooperated universities may not use database.

#### ◆ e-Book

We provides access to e-Books. By just searching an e-Book on KOALA and clicking the link, you can access the e-Books from your computer or smartphone. Note that if the e-Book restricts the number of concurrent users and all sessions are in use, you cannot access it.

#### ◆ Microform

Microform is a film on which printed material is photographed. Kansai University holds microfilms and microfiches. Most of them are housed in the stack room in the General Library. You can search microform from “マイクロ資料一覧” on the library’s website.

To use microform, identify material ID of the item, and request at the Reference Counter in the General Library or counter in Takatusuki, Takatsuki Muse, and Sakai Campus Libraries. After the microform arrives at your desired library, you can use it on Micro-Reader in the library.

#### ◆ Audiovisual

We hold audiovisual materials. You can use them on Audiovisual Players in the library.

#### ◆ Rare book

Rare book comprises:

- ・ Japanese printed book and manuscript published in or before 1614
- ・ Foreign printed book and manuscript published in or before 1800
- ・ Printed book and manuscript published after the above-mentioned years and distinguished by its importance as a library material.

Rare books are housed in the stack room in the General Library. To read rare books, you need take a necessary procedure in advance. Please ask at the Main Counter in the General Library. These collection must be consulted within the General Library.

#### ◆ Collection

We hold following types of collections.

Private collection: collection formerly owned by prominent researchers

Special collection: collection of materials relating to a particular subject area or collection of materials acquired by special donation.

To view some exclusive collections, you need take a necessary procedure in advance. Please ask at the Main Counter in the General Library. These collection must be consulted within the General Library.

## Chapter 5. Using Books, Journals and Newspapers

### ○ Finding a book or journals

Before using a book or journals, access Kansai University Library Online Catalog (KOALA) to see where to find the item and whether it is available online or on the shelf.

For details on how to use KOALA, see pages 17 to 20. Location mark in the first line of call number tells you which category the material is in and where it is located. (See page 25).

When you are in the General Library, and “location” of the search result is displayed as 書庫, fill out 閲覧・貸出申込書 (Request form for using materials in stack rooms) on the PC desk and bring it to the Main Counter. If the material is located in the open-stack room on the 2nd floor or in Takatsuki, Takatsuki Muse, and Sakai Campus Libraries, you do not need to apply for using items because you have direct access to these stacks room. However, we highly recommend you to take memo of call number so that you can identify the location of the book in the shelf. Refer to “Location of books on the shelf” below to look for the material effectively.

If you have a question about searching e-Journal, ask librarian at the counter.

Search result page on Kansai University Library Online Catalog (KOALA)

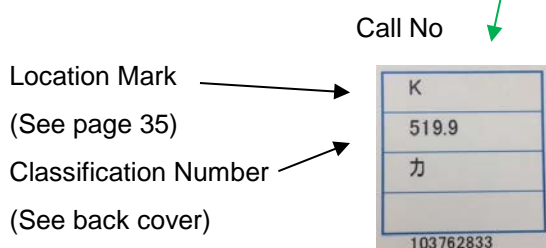
#### HoldingsList 1-2 of about 2

All 10 Items

The book whose material ID begins with “1” is “book for study”.

The book whose material ID begins with “0, 2, 3, or, 4” is “books for research”.

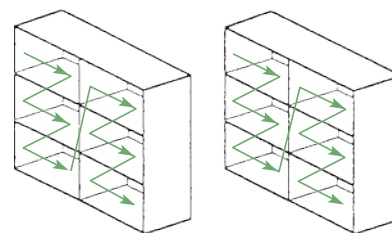
No.	Volumes	Library	Location	Japanese/ Foreign type	Call No	Material ID	In-Lib only	Local note	Status	Reservation
0001		General	2F Open Stacks	Japanese/Chinese/Korean	K*519.9*力	103762833				0items Reserve
0002		Muse	Muse	Japanese/Chinese/Korean	A*519.9*力	211959014			Loaned out	0items Reserve



### ○ Location of the books on a shelf

Books are shelved from left-to-right and top-to-bottom in order of call number (classification number). Call

number is like an address of book. Look for call number  
on KOALA first, then go to the shelf indicated by call number.



p.15 (This page number corresponds to page number of the Japanese library guide.)

### ○ Using magazines and newspapers

"Periodical" is a publication that comes out regularly, such as magazines (bulletin) and newspaper. You can use KOALA to search periodicals held by Kansai University. The result includes not only the library's holdings but also holdings of Material Room (Siriyoshitu), and Research Institutes.

#### **Magazines (bulletin)**

##### 1. New magazines (less than 1 year passed since published)

Japanese magazines and foreign magazines are shelved separately in New Magazines Corner by categories. Latest issues are shelved in front of magazine shelves. Back numbers are stored behind the door. Bulletins which are issued by universities and other research institutions are shelved in order of publisher's name. New magazines are not allowed to lend out of the library. You can request delivery of new magazine from other campus libraries, however, you should read them inside the library.

##### 2. Back numbers (bound book)

One-year-old or older magazines will be bound if we find them necessary to be store longer period. In the General Library, bound items are housed in the stack room. To read them, fill in 閲覧・貸出申込書 (Request form for using materials in stack rooms) and submit it to the Main Counter. In other campus libraries, ask at the counter to find where they are. Bound magazines can be lend out of the library within 3 days.

##### 3. e-Journals

As we explained in Chapter 4, Kansai University provide a wide range of e-Journals. To search e-Journal, visit "Electronic Resources Portal" from the library website and search with a title of journal. (See page 23)

You can browse full text of e-Journals on PCs in the campus, however, some journals limit the use of their articles for particular volumes. Refer to the search result screen of the Electronic Resources Portal for the volumes available under the Kansai University's subscription.

#### **Newspapers**

In the General Library, newspapers are located in the following location. In other campus libraries, how long old newspapers are kept and where they are located are different from the General Library. Contact librarian for detail.

	Location	Borrow
Current day	Newspaper shelves in the Reference Room on the 1st floor, Newspaper corner on the 2nd floor	NO
Previous 2 to 3 months	Newspaper shelves in the Reference Room on the 1st floor	NO
Older than above	Stack room in the B2 floor	NO
Reduced editions	Previous 2 years of major daily newspapers: Newspaper shelves (1st floor) Older than above: Stack room in the B2 floor	1st floor: NO B2: OK

P16 (This page number corresponds to page number of the Japanese library guide.)

- ☆ You can read newspapers on database (internet).
- ☆ We hold some microforms of newspaper. Ask at the Reference Counter to use them.
- ☆ To borrow newspaper reduced editions, ask at the Main Counter.

# ○ How to identify the location of magazines from KOALA

After searching a magazine on KOALA, check the HoldingsList screen. “Location” and “Call No” here tell you where the magazine is stored.

Library	Location	Call No (sample)	Where to find
General Library	B2 Stacks	M*123.45*H67	Most of the items are housed in the stack room in the B2 floor.
	Mag.(Humn.&SocialSci.) Mag.(NaturalSci.&Eng.) B05 (shelve number)		Shelved in New Magazine Corner on the 1st floor.
	Bulletin		Shelved in departmental bulletin shelf in New Magazine Corner on the 1st floor.
	1F Reference Secondary(Humn.&SocialSci.) Secondary(Humn.&SocialSci.)		Shelved in Reference Books Area on the 1st floor.
Takatsuki	Takatsuki	TM*141.5*N1	Shelved in mobile bookshelves in the Takatsuki Campus Library
Takatsuki Muse	(Reserch)Muse	AM*451*B3	Housed in the stack room in the Takatsuki Muse Campus Library.
	Muse		Shelved in New Magazine Corner in the Muse Campus Library.
Sakai	Sakai	BM*369*S1	Shelved in New Magazine Corner or the stack room in the Sakai Campus Library.
Others	Resource room(Law)	JM*_H3	These items can be delivered to the library. Ask at the Reference Counter to request delivery. You can also make delivery request at the libraries other than General Library.
	Resource room(Bus.&Comm.)	DEM*332*M1	
	Resource room(Socio.)	DSM*140*R3	In addition to the delivery, you can visit some Material Rooms (Siriyoshitu) to use items. Contact the librarian for detail.
	Hoken, Tozaiken, Keiseiken, Muse		
	Jinkenken(Senriyama)		Delivery is unavailable. Visit the room directly.

\* Some magazines are located in another place. Ask a librarian for detail.

New Magazines Corner  
1st floor in the General Library

You can find back numbers behind the door!





P17 (This page number corresponds to page number of the Japanese library guide.)

## Chapter 6. Finding Holdings of Kansai University

### Kansai University Library Online Catalog “KOALA”

KOALA is the online catalog for searching holdings of Kansai University.

In KOALA, you can see the book or serials you need is held by Kansai University and whether it is physical book or e-Book.

For detail, read “KOALA usage guide” (Japanese) in the library website.

### Mobile OPAC and KOALA for smart phone

You can also use KOALA on mobile phone or smart phone. Please access following URL.

<https://www.lib.kansai-u.ac.jp/webopac/mobtopmnu.do>

The smartphone app “Ufinity”, which equips some functions of KOALA is also available. Download the app from The App Store or Google Play. For further information, see the library website.

[http://opac.lib.kansai-u.ac.jp/index.php?action=pages\\_view\\_main&active\\_action=journal\\_view\\_main\\_detail  
&post\\_id=47&comment\\_flag=1&block\\_id=51438#\\_51438](http://opac.lib.kansai-u.ac.jp/index.php?action=pages_view_main&active_action=journal_view_main_detail&post_id=47&comment_flag=1&block_id=51438#_51438)

### How to search

KOALA top page

[http://opac.lib.kansai-u.ac.jp/index.php?action=pages\\_view\\_main&active\\_action=v3search\\_view\\_main\\_init  
&block\\_id=52175&change\\_locale=en](http://opac.lib.kansai-u.ac.jp/index.php?action=pages_view_main&active_action=v3search_view_main_init&block_id=52175&change_locale=en)

\* This is sample image. The screen you actually see may be different from it.




\*OPAC equips multiple tabs that enable user to limit search target. Select a tab appropriate to what you are searching.

- KOALA: Books or serials (magazines) held by the library and other research institutes in Kansai University
- Electric Books: e-Books held by Kansai University
- Rare books images: Digitalized images of the rare books held by Kansai University Library. (Not all the rare books are digitalized.)
- Other Univ.: Books and serials (magazines) held by university libraries and other institutions in Japan
- Article: Articles which Kansai University members can access
- Cross Search: Materials held by local libraries, National Diet Library and other libraries

P18 (This page number corresponds to page number of the Japanese library guide.)

## Search Screen

### ■ Web OPAC Basic Search



The screenshot shows the KOALA Web OPAC interface. At the top, there's a header with the title "蔵書検索 KOALA". Below it, there are navigation links for "Catalog Search" and "User Service". On the right, there are links for "Browsing History", "Search History", and a language selector set to "日本語". The main search area has tabs for "KOALA", "Electric Books", "Rare books images", "Other Univ.", "Article", and "Cross Search". Under the "KOALA" tab, there are sub-tabs for "Basic Search" and "Advanced Search". A search input field is present with a "Search" button. Below the input field, a message states: "メンテナンスのため、毎日2時から2時15分頃まで蔵書検索システムは利用できません。" (Due to maintenance, the library search system cannot be used from 2:00 to approximately 2:15 every day).

Click here to move to the "Advanced search" screen.

Enter the keyword and click the Search button, then you will go to the Search Results screen. If there is one result, the Bibliography Details screen will be displayed directly.

## ■ Web OPAC Advanced Search

**KOALA** | Electric Books | Rare books images | Other Univ. | Article | Cross Search

Basic Search | **Advanced Search** ?

Material type: ☒ All ☐ Books ☐ Serials ☐ E-Books ☐ E-Journals ☐ Rare books images

☐ General ☐ Takatsuki ☐ Muse ☐ Sakai ☐ Else

Select the holding lib. ▼

Keyword:

AND ▼ Title ▼ library

AND ▼ Authors name ▼

AND ▼ Publisher ▼

\*Publication year:  to

ISBN/ISSN:

NCID:

Bibliography ID:

Registration number:

Material ID:

Call No:

Sort by: Year(Newest) ▼

List count: 10 Items ▼

While you are typing keyword in the search box, drop-down menu will list a number of relevant titles for your keyword. (Suggest function)

Click here to move to the "Basic search" screen.

By specifying one or more library, you can narrow your search by location of the material.

The filed with \* (asterisk) cannot be used alone as a search condition.

分頃まで蔵書検索システムは利用できません。

## ■ Tab-to-tab search

1

**KOALA** | Electric Books | Rare books images | Other Univ. | Article | Cross Search

Basic Search | Advanced Search

library

When you search something on a tab and click other tab later, search terms you have entered is taken over to the next tab and search result will be displayed automatically.

2

**KOALA** | Electric Books | Rare books images | Other Univ. | Article | Cross Search

Basic Search | Advanced Search

library

When you search something on "KOALA" tab and click the "Other Univ." tab...

3

Search Results 1-10 of about 93194

The maximum number (5000) of materials that can be listed has been exceeded (93194 hits).  
Narrow down the target by adding a search condition.

Year(Newest) ▼ 10 Items ▼

- 1 ☐ *Stochastic analysis... proceedings of the Taniguchi International Symposium on Stochastic Analysis, Katata and Kyoto, 1982*  
(editor) Kiyosi Itô. - Kinokuniya, 1984. - (North-Holland mathematical library ; v. 32).
- 2 ☐ *Magnificence... a moral play*  
John Skelton, edited by Robert Lee Ramsay from the edition in University Library, Cambridge, with the introduction, notes, and glossary. - Oxford: Clarendon Press, 1958. - (Early English Text Society ; Extra series, no. 98).
- 3 ☐ *Allegorical poetry... an anthology*  
(compiled by) Thorstein. - Routledge, 2020. - (Routledge library culture: The medieval world ; v. 52).
- 4 ☐ *Justice*  
Myra...

Search result under the "Other Univ." tab will be displayed.

P19 (This page number corresponds to page number of the Japanese library guide.)

■ Search Results screen (Simple)

The screenshot shows the 'Simple Display' view of search results. On the left, the 'Refine Your Search' sidebar includes 'Material Type' (Books: 18533, Serials: 200, E-Books: 59550, E-Journals: 14911) and 'Holding Library' (General: 17221, Takatsuki: 657, Muse: 305, Sakai: 194, Else: 9). The main area displays 'Search Results 1-10 of about 93194' with a 'Print' button. A message states: 'The maximum number (5000) of materials that can be listed has been exceeded (93194 hits). Narrow down the target by adding a search condition.' Below this are action buttons: 'Select All', 'Bookmark', 'Output', 'Mail', and 'Export'. A dropdown menu shows 'Year(Newest)' and 'Items'. The first result is 'Stochastic analysis : proceedings of the Taniguchi International Conference on Stochastic Analysis, Kyoto, 1982' by Kiyosi Itô. A callout points to the 'Details Display' button, saying 'Click here to display details of Search Results.' Another callout points to the 'Refine Your Search' sidebar, saying 'You can further narrow down search results. (Faceted browsing function)'.

■ Search Results screen (Details)

The screenshot shows the 'Details Display' view of search results. The sidebar is identical to the simple view. The main area shows 'Search Results 1-10 of about 93194' with a 'Print' button. A message states: 'The maximum number (5000) of materials that can be listed has been exceeded (93194 hits). Narrow down the target by adding a search condition.' Below this are action buttons: 'Select All', 'Bookmark', and 'Output'. A dropdown menu shows 'Year(Newest)' and 'Items'. The first result is 'Stochastic analysis : proceedings of the Taniguchi International Conference on Stochastic Analysis, Katata and Kyoto, 1982' by Kiyosi Itô. A callout points to the 'Details Display' button, saying 'Click here to display simple list of Search Results.' Another callout points to the 'Refine Your Search' sidebar, saying 'By clicking here ..'. A third callout points to the 'Location' column in the table below the result, saying 'You can see where the material is located.' The table has columns: 'Volumes', 'Library', 'Location', 'Call No', 'Status', and a 'Reserve' button. The first row shows 'General' library, 'B2 Stacks' location, and call number '\*410.8\*N1\*32'.

## ■ Bibliography Details screen (Details)

The screenshot shows the 'Bibliography Details' page for the book 'Stochastic analysis : proceedings of the Taniguchi International Symposium on Stochastic Analysis, Katata and Kyoto, 1982'. The page includes a 'Print' button, a 'Back to List' link, and a 'Next' link. A callout points to the title area, stating: 'Bibliography Details screen is displayed.' Another callout points to the 'Related Information' sidebar, stating: 'Related Information is displayed. You can search materials written by same author or other relevant materials.' The sidebar contains links for 'Related Items' (classification, subject), 'Other Databases', and 'Other Universities (NII)' (same conditions, same bibliography).

P20 (This page number corresponds to page number of the Japanese library guide.)

## ■ Cross Search

This function allows you to search across online library catalogues and external databases at once.

The screenshot shows the 'Cross Search' tab selected in the top navigation bar. The interface includes a search bar with the text 'library specific' and a 'Search' button. Below the search bar, the 'Search Destination' is set to 'All Site'. A callout points to the 'Cross Search' tab, stating: 'Click the Cross Search tab.' Another callout points to the 'All Site' checkbox, stating: 'Select the database you wish to search. Default setting of Search Destination is "All site".' The page lists various databases under different categories: '図書・雑誌を探す' (Books and Journals), '論文・記事を探す' (Articles and Essays), '電子ジャーナルを探す' (Electronic Journals), '電子ブックを探す' (Electronic Books), and 'デジタルアーカイブを探す' (Digital Archives). Each category has a list of checkboxes for specific databases like KOALA, Webcat Plus, CiNii Books, NDL-OPAC, etc.

検索サイト 情報

表示中サイト

[KOALA](#)  
— HIT 267 : GET 100

▶ [全てのサイトを表示する](#)

検索状況

検索完了

総ヒット件数 : 150429  
総取得件数 : 1553  
検索完了サイト数 : 32  
検索中サイト数 : 0

サイト別検索結果

[KOALA](#)  
— HIT 267 : GET 100

[CiNii Articles](#)  
— HIT 1169 : GET 100

[CiNii Books](#)

検索結果一覧 1件~20件(全100件) 印刷

1 2 3 4 5 次へ >>

出版年降順 20件

- 1 [DSM'15](#)  
ACM Digital Library--9999--ISBN/ISSN:9781450340168  
[タイトルで探す](#) [ISBNで探す](#)
- 2 [Proceedings of WOLFHPC 2015](#)  
ACM Digital Library--9999--ISBN/ISSN:9781450340168  
[タイトルで探す](#) [ISBNで探す](#)
- 3 [1st International Workshop on Real World Domain Specific Languages](#)  
ACM Digital Library--9999--ISBN/ISSN:9781450340519

Search Results screen shows links to the bibliographic information and full text of the books, serials, and articles available in the database you selected.

You can narrow down the search results by database.

P21 (This page number corresponds to page number of the Japanese library guide.)

## Chapter 7. Online Service

Online service allows you to reserve a material, renew your borrowing, and view your loan and request. You can use online service from a PC in the library or other devices inside or even outside the campus via internet.

### ○ Reservation

You can reserve a material that is out on loan or request delivery of a material from other campus libraries.

### ■ How to reserve

- Search the material and open the Bibliography Details screen.

Bibliography Details 1 of about 93194 [Print](#)

[Back to List](#) [Next >](#)

 Stochastic analysis : proceedings of the Taniguchi International Symposium on Stochastic Analysis, Katata and Kyoto, 1982

[editor] Kiyosi Itô. -- Kinokuniya, 984. -- (North-Holland mathematical library ; v. 32). <BB35109382>

Functions: [Bookmark](#) [Output](#) [Mail](#) [Export](#)

[Contents and Summary](#) [Details](#)

URL: <http://www.lib.kansai-u.ac.jp/webopac/BB35109382> [Select](#)

HoldingsList 1-1 of about 1

10 Items [v](#)

The book whose material ID begins with "1" is "book for study".  
The book whose material ID begins with "0, 2, 3, or, 4" is "books for research".

No.	Volumes	Library	Location	Japanese/ Foreign type	Call No	Material ID	In-Lib only	Location	Items	Reservation
0001		General	B2 Stacks	Foreign	*410.8*N1*32	202547736				<a href="#">Items</a> <a href="#">Reserve</a>

Click the Reserve button.

Enter your ID and password for Information System, then click the Login button.

関西大学 統  
Kansai University

【このコンテンツはID/パスワード認証を使用します】

利用者ID:

パスワード:

[ログイン](#)



## Reservation Request

Click the "Select" button after setting the following conditions. ?

Request Condition Selection ▶ Request Information Entry ▶ Request Confirmation ▶ Request Complete Notification

### Request Condition Selection

#### Material information

別冊図書館戦争 / 有川浩著 ; 徒花スクモイラスト ; 1, 2.  
アスキー・メディアワークス, 2008. <BB60036882>

Volumes:2

YM of

Serial:

Select the library where you want to pick up the material.

#### Request Condition Selection

Select the area where you want to pick up the material.

☐ General

☐ Takatsuki

☐ Muse

☐ Sakai

Click the Next button.

Next

#### Reservation content entry (confirmation)

Click the "Apply" button after entering the following.

##### 1. Select a reservation designation code and the material.

☒ Issue a book layout reservation request.  
selected per request.

Select the material to be requested. If all of the copies are out on loan, you can select more than one materials.

	Material No.	Holdings area	Holdings place	Call No.	Status	Reservation count
<input checked="" type="radio"/>	102506833	General	2 F 開架閲覧室	K*913.6*ア*2		0items
<input type="radio"/>	150076487	Sakai	堺図	B*913.6*ア*2		0items

##### 2. 以下の予約依頼情報を入力（確認）してください。（任意）

Application date : 2019/12/12

Cancel date :  Year  Month  Day

※「予約解除日」の入力は任意です。「予約解除日」とは、それば自動で予約が取り消される日の設定を意味します。

If the material is a series, make sure to check the displayed call number is same as the one which you actually wish to reserve.

Submit

Back to Select

Click the Submit button.

P22 (This page number corresponds to page number of the Japanese library guide.)

Request Information Confirmation

The following reservation request will be issued. If the request contents are correct, click the "Apply" button.

● **Material information**

別冊図書館戦争 / 有川浩著 ; 徒花スクモイラスト ; 1, 2.  
アスキー・メディアワークス, 2008. <BB60036882>  
Volumes:2  
YM of  
Serial:

● **Request content**

Material ID : 102506833,  
Application date : 2019/12/12      Cancel date :  
Receipt hope area : Muse

Confirm the content of request, then click the Submit button. Then reservation is completed.

Submit    Back to Entry    Back to Select

○ MyLibrary (Checking your library record)

You can view all record of your use of library. After requesting something via Online Service, make sure to check here to see if your request is well-completed.

■ How to access MyLibrary

マイフォルダ

MyLibrary  
(利用状況照会)

ブックマーク

お気に入り検索

ILL複写依頼

ILL貸借依頼

新規購入依頼

関西大学 統合認証システム SSO  
Kansai University Integrated Authentication System

【このコンテンツはID/パスワード認証を使用します】

利用者ID:

パスワード:

ログイン

Click the MyLibrary (利用状況照会) button located on the left side of the library website.

Enter your ID and password for Information System, then click the Login button.

## 利用状況一覧

KOALA 関西大学 図書館 から さんへのお知らせ

図書館からの通知はありません。

## 貸出

借りている資料 0冊  
延滞資料はありません。[▲ このページのTOPへ](#)

## 予約

予約をしている資料 1件  
予約棚の資料はありません。[予約一覧へ](#)[▲ このページのTOPへ](#)

Click the button for the necessary information, then you can see the details.

## 購入依頼

購入依頼をしている資料 1件

[購入依頼一覧へ](#)[▲ このページのTOPへ](#)

## 利用者情報の確認・修正

利用者情報の確認や修正ができます

[利用者情報へ](#)[▲ このページのTOPへ](#)☒ 処理の中止(ウインドウを閉じる)

KOALA 関西大学 図書館

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## Chapter 8. Library Website and Various Services

### ○ Library website (KOALA)

By clicking the “Library & Centers” button on top page of the Kansai University website, you can find a link to the Kansai University Library website. You can see the library calendar on the left side and announcements from the library on the center. Please check our website frequently so that you will not miss important information.

### ○ Using Database (Japanese only)

From the top page of the Kansai University Library website, you can access “Database Portal”, which aggregates various types of databases explained in Chapter 4 and “Electronic Resources Portal”, which is a gateway for using e-Journal. Click the icon, then search window will be displayed.

The screenshot shows the main page of the Kansai University Library website. Red callouts point to the following features:

- New announcements:** A section on the left side of the main content area, listing recent news and events.
- Calendar:** A section on the left side, displaying a monthly calendar with dates and corresponding events.
- Useful tools:** A section at the bottom of the page, containing icons for various services like the database portal, electronic resources portal, Twitter, and new book arrivals.

The URL <http://opac.lib.kansai-u.ac.jp/> is displayed below the screenshot.

### ○ Kansai University Library koaLABO (Japanese only)

koaLABO is the nickname of “Laboratory of Kansai University Library”. You will find out more about Kansai University Library, how to use the library effectively, and how to search and use necessary information for your research and study.

The screenshot shows the koaLABO website, which is a library guide. It features a search bar at the top, a list of guides on the left, and a cartoon koala mascot on the right. The URL <http://kansai-u.libguides.com/index.php?b=g&d=a&d=a> is displayed below the screenshot.

○ Kansai University Library Twitter (Japanese only)

We tweet up-to-date information about the library, such as library's event, guidance and other announcement that will help you with using the library. Please follow our account!



P24 (This page number corresponds to page number of the Japanese library guide.)

## Databases

We provide a wide range of online database or CD-ROM databases so that users can search journal articles, newspaper articles and other information. To find e-Journal, use Electronic Resources Portal.

### ■ List of Major Database

Major databases that Kansai University subscribes to are listed below. We also offer various database which are not listed here. You can select desired database from the search results and print it (black-and-white print / 10 yen per a single-side) or download a part of the data.

○: Web databases which can be accessed from PCs in the library (excluding KOALA-only PCs) and most of the PCs in the campus.

△: Databases which can be accessed free on the web.

## Finding journal articles

[Japanese]

○ magazineplus

(Index to journal articles and annual reports of academic society)

△ CiNii Articles

(Index to Japanese journal articles and full-text for some journals)

△ NDL ONLINE

(Index to academic journal articles provided by National Diet Library)

○ Web OYA-bunko

(Index to magazine articles in Oya Soichi Bunko)

[Japanese/Foreign]

○ JDream III

(Database which covers Japanese/foreign literature in science and technology fields)

[Foreign]

- Web of Science

(Database provides access to and cross-searching of articles including citation index)

- SciFinder-n

(Database which covers world's literature in chemistry and related scientific disciplines)

### **Finding books**

[Japanese]

- △ CiNii Books

(Service that enables searching books that are held in university libraries)

- △ NDL ONLINE (National Diet Library Online Search Service)

[Foreign]

- △ WorldCat

(Database of the library collections in U.S. and other countries)

### **Using Encyclopedias & Dictionaries**

[Japanese]

- Japan Knowledge Lib

(Database which covers various types of dictionaries)

### **Finding Newspaper Articles**

[Japanese]

- Asahi Newspaper Article database “Kikuzo II visual”

(Full text database of Asahi Shimbun, AERA, and others)

- Maisaku

(Full text database of Mainichi Shimbun and others)

- Yomiuri Database Service

(Full text database of Yomiuri Shimbun and others)

- Nikkei telecom

(Full text database of 4 Nikkei Shimbun and others)

- The Sankei Archives

(Service for searching Sankei Shimbun news)

[Foreign]

- Lexis Advance

(Full text database of newspaper in U.S. and other countries)

### **Finding Legal information**

[Japanese]

- LEX/DB Internet

(Comprehensive database of judicial precedents decided by Great Court of Cassation or later period)

- D1-Law.com

(Comprehensive database including court judicial precedents, laws and regulations)

[Foreign]

- Lexis Advance, Westlaw NEXT

(Legal information mainly in U.S.)

### **Checking Company Information and Finance Reports & Statistics**

[Japanese]

- eol

(Comprehensive database of corporate asset securities reports)

- Nikkei telecom

(Database of various business information such as company profiles, market, stock, and currency data)

- △ Portal site for Japanese Government Statistics (e-Stat)

(Portal site for official statistics of the Japanese government)

### **Using e-Journals**

[Japanese]

- △ J-STAGE

(Sciences & technology and Natural sciences)

- Nikkei BP article search service

(Business, Computer, Medical care, and others)

[Foreign]

- ScienceDirect

- SpringerLink

- Wiley Online Library (All categories)

- Publication of Royal Society of chemistry, Institute of Electrical and Electronics Engineers, and other societies in U.K. or U.S..

※ Addition to the above, you can use approximately 15,000 titles of e-Journals.



P25 (This page number corresponds to page number of the Japanese library guide.)

## Kansai University Library Location Guide

The Call Numbers are given to each library materials. The first line in the Call Number is called "Location Mark". It shows specific location of the book in the libraries.

Location Mark	Type of book	Location
K、KR	Book for study in Open stack room, Reference book	Open stack room (2F) Learning Commons (1F)
KA、KV	Audio, Video etc.	Request at Open Stack counter
No Mark、N8、E、Eg、S	Book for research in Stack room	Stack room (B1/B2)
Book bound in Eastern style (WAS) Chinese Classics (KAN)	Book bound in Eastern style, Chinese Classics	
F、N8F、EF、EgF	Large book	
N	Pamphlet	
M、EM、EgM	Serial (Journal)	
C、C2、N8C、N8C2	Rare book, Semi-Rare books	Stack room of Rare books (3F)
DT	Doctoral dissertation	Request in Main Counter
R、N8R、ER、EgR	Reference book for research	Reference room (1F) Stack room (B2)
ED、N8ED	General book of EC/EU	EUi, Stack room (B1/B2)
EDM	Serial of EC/EU	Shelved together with M
EDR、N8EDR	Reference book of EC/EU	Shelved together with R
MF、MS	Microfilm, Microfiche	
NM、N8NM	New Media, CD-ROM etc.	Request in Reference Counter
Start from T (T、TR...)	Material in Takatsuki Campus Library	
Start from A (A、AR...)	Material in Muse Campus Library	
Start from B (B、BR...)	Material in Sakai Campus Library	

**【Personal Collections & Special Collections】**

H	Local Country materials	LH3	Hattori Collection	LY	Yoshida Collection
H2	Kouwa Collection	LI	Ikuta Collection	LY2	Yaguchi Collection
H3	South countries related Materials	LI2	Iwasaki Yoshitaka Collection	L21	Naito Collection
ELM	Miyajima Collection	LI3	Iwasaki Uichi Collection	L22	Kitou Collection
LF	Military Tribunal for the Far East	LM	Motoyama Collection	L23	Nagasawa Collection
LG	Gembudo Collection	LM2	Masuda Wataru Collection	L24	Nakamura Yukihiro Collection
LG2	Gokyu Sessō Collection	LM3	Murohara Collection	L25	Hirose Collection
LH	Hosoe Collection	LO	Obata Collection	L26	Tanizawa Eiichi collection
LH2	Hakuen Collection	LO2	Materials in Arts and Literature connected with Osaka		

# The 8th new revision of Nippon Decimal Classification (NDC)

Kansai University Library allocates Classification Numbers to the library materials by subjects according to the NDC so that materials on the same subject are shelved in the same place.

000 General works  
007 Information science  
010 Libraries  
020 Books. Bibliography  
030 General encyclopedias  
040 General collected essays  
050 General serial publications  
060 General societies. Academics  
070 Journalism. Newspapers  
080 General collections

100 Philosophy  
110 Special treatises on philosophy  
120 Oriental thought  
130 Western philosophy  
140 Psychology  
150 Ethics. Morals  
160 Religion  
170 Shintoism  
180 Buddhism  
190 Christianity

200 History  
210 General history of Nippon  
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230 General history of Europe  
240 General history of Africa  
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260 General history of South America  
270 General history of Oceania  
280 General biography  
290 General geography. Description and travel

300 Social sciences  
310 Political science  
320 Law  
330 Economics  
340 Public finance  
350 Statistics  
360 Society  
370 Education  
380 Customs and folklore  
390 National defence. Military science

400 Natural science  
410 Mathematics  
420 Physics  
430 Chemistry  
440 Astronomy. Space science  
450 Earth sciences. Geology  
460 Biology  
470 Botany  
480 Zoology  
490 Medical sciences

500 Technology. Engineering  
510 Construction. Civil engineering  
520 Architecture. Building  
530 Mechanical engineering  
540 Electrical engineering  
550 Maritime engineering  
560 Metal and mining engineering  
570 Chemical technology  
580 Manufactures  
590 Domestic arts and sciences

600 Industry and commerce  
610 Agriculture  
620 Horticulture  
630 Sericulture. Silk industry  
640 Animal husbandry  
650 Forestry  
660 Fishing industry. Fisheries  
670 Commerce  
680 Transportation services  
690 Communication services

700 The arts. Fine arts  
710 Sculpture. Plastic arts  
720 Painting. Pictorial arts  
730 Engraving  
740 Photography and photographs  
750 Industrial arts  
760 Music  
770 Theater  
780 Sports and physical training  
790 Accomplishments and amusements

800 Language  
810 Nipponese  
820 Chinese  
830 English  
840 German  
850 French  
860 Spanish  
870 Italian  
880 Russian  
890 Other minor languages

900 Literature  
910 Nipponese literature  
920 Chinese literature  
930 English and American literature  
940 German literature  
950 French literature  
960 Spanish literature  
970 Italian literature  
980 Russian literature  
990 Literatures of other languages

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