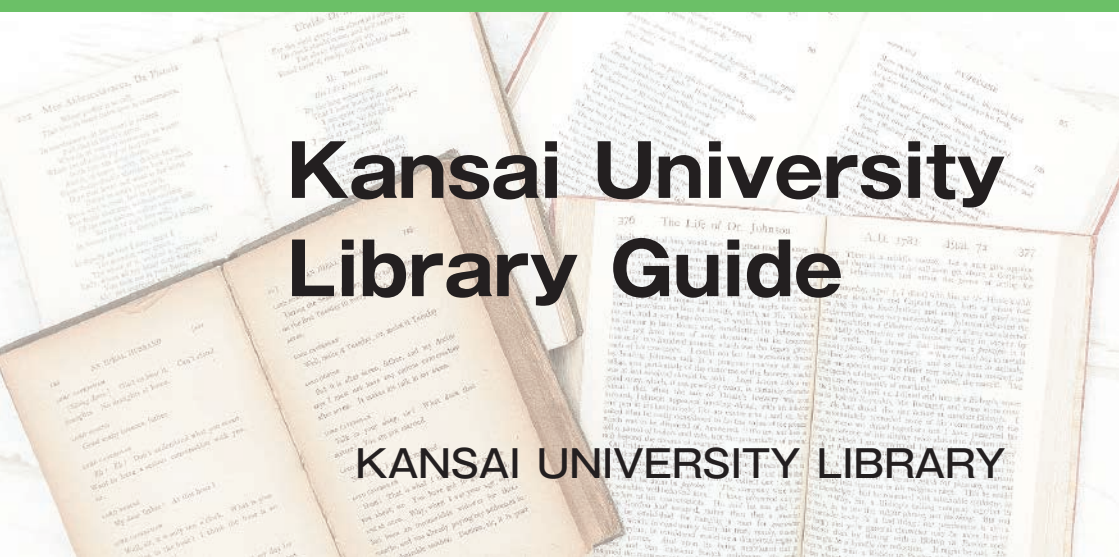




Kansai University Library Guide

KANSAI UNIVERSITY LIBRARY



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Library Rules

○ **Bring your ID card**

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

○ **Ensure a quiet environment**

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

○ **Treat library materials carefully**

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

○ **No smoking, eating, and drinking**

- Smoking, eating, and drinking, in the library, are prohibited.
- Beverages may be brought to the library as long as they are in a covered container, such as a 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 or filming**

- You may not take photographs or film in the library in order to protect other users' privacy and respect 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.

○ 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 may use any campus library or request delivery of materials from another campus library.

Library Name	Campus	Location
General Library	Senriyama Campus	
Takatsuki Campus Library	Takatsuki Campus	B1, Building B
Takatsuki Muse Campus Library	Takatsuki Muse Campus	1F, West Building
Sakai Campus Library	Sakai Campus	2F, Building 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 Takatsuki Muse Campus	Mon.-Fri.	9:00am-8:00pm	10:00am-5:00pm	10:00am-5:00pm
	Sat.	9:00am-5:00pm	Closed	
	Sun. & holidays	Closed	Closed	Closed

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

- ☆ The Reference Counter in the General Library limits its service at night or during holidays.
- ☆ Changes to opening hours and temporary closures will be announced by posters inside the library and on the library website.
- ☆ Requests for borrowing/returning material from the stack room and applications 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, the library will remain open if the undergraduate school has a class on these days.
- August 11th to August 20th
- New Year holidays
- Entrance examination period (Libraries in Takatsuki Campus, Takatsuki Muse Campus, and Sakai Campus will remain open)
- March 29 to March 31 (If Sunday is included in those 3 days, closure will be from March 28 to March 31)
- Other temporary closures

○ Entering/leaving the library

- A Student ID card is required to enter/leave the library. Be sure to always bring your student ID card with you.
- When entering/leaving the library, tap your student ID card at 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, an alarm will sound and the gate will lock. (Please note that some of your belongings, even though they are not library items, are detected by the machine and may cause the alarm to sound.)

Borrowing

- Bring the book you want to borrow and your student ID card to the library counter.
- [General Library] To borrow books from the open stack room (2nd floor), go to Open Stack Counter on the 2nd floor. To borrow books from 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 the self-checkout machines to borrow/renew books by yourself.
- [Libraries other than the General Library] You may 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 as a result of your lost card. Please be careful not to lose your student ID card as someone may use it fraudulently. To replace your student ID card, please contact the student ID card issuer at 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 applying to graduate students have the 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 when establishing loan limits.
- ☆ Loan periods will be shortened during exams.
- ☆ When a book has been requested by many users, the book’s loan period will be shortened, even if it is not during exams.
- ☆ During the school holidays, the due date will be extended to the first weekday after the holidays. Check the notice inside the library or library website for details.

Returning

- Books must be returned to the library before or on the due date.
 - You can return books to any counter in the General 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 may cause inconvenience to other users.

- Overdue

If you have an overdue book, you will not be able to borrow, renew, or reserve any other books.
- Lost or damage

If you have lost or damaged the book you borrowed, you should promptly contact the librarian at the counter where you borrowed the book. You may be charged a replacement fee.

Renewing

- You can renew books by:
 - using the online service
 - bringing the books and your student ID card to the library counter
 - using the 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.

Reservations

- If the book you want is on loan to someone else, or you need a book which is held by another campus library, please 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 the Information System. You can register your mobile phone address to receive messages sent by the Information System.
- Reservations need to be collected within 1 week (or 3 days during exams)

<Online Service>

- Our website allows you to reserve/renew a book, as well as check the progress of your borrowings, reservations, copy requests, loan requests, and purchase requests.
- See pages 21 to 22 for details.

Photocopying

- 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 a book or journal article. Before copying, fill out the 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 a copy card (50 units / 500 yen per a card), which is sold from vending machines in the libraries. In Sakai Campus Library, however, copy cards are available for purchase at the counter. There are also some copy machines which take cash — two at the General Library (on the 1st floor and 2nd floor) and one at other campus libraries.

○ KU On-demand Print service.

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

○ Reference Service

We offer a wide range of services to help you find 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 another library or visit the other library to use it.
To use this service, ask at the Reference Counter in the General Library or corresponding counters in Takatsuki, Takatsuki Muse, or Sakai Campus Libraries.

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

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

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

· To visit the holding library:

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

Please allow two to three days for you to receive the letter, as we will need to check the status of the material.

· To obtain a photocopy of the material:

We will submit a request to 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 physical material:

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

Any mailing costs for obtaining the book will be charged to you.

Borrowed books 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 fulfill your request as much as possible. A 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, and 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 their usage statistics. 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 longer period.

If you need help with finding information

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

General Library Located at Senriyama campus

Floor Map

3rd floor	General Reading Rooms 1, 2, and 3 / Multi-purpose Reading Room / Stack Room of Rare Books / 3 Group Study Rooms
2nd floor	Open Stack Room 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	Entrance Entrance Counter Assistance for visitors
	Reference Room Main Counter, Reference Counter Reference Books for research, Dictionaries, Catalogs, Indexes, Maps, New magazines, Newspapers, Internet/CD-ROM corner, Micro-Reader, European info (EU center), and Reserved books
	Learning Commons Commons Counter Workshop Area, Working Area, Learning Area, and Writing Area
B1	Stack room on the B1 floor Books for research
B2	Stack room on the B2 floor 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 the 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 prior to the day you wish to use it.

3rd floor

Entrance Counter

- ◆ The Librarian here provides assistance for visitors.

1st floor

Open Stack Room

2nd floor

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

Open Stack Counter (refer to the floor map)

Ask the librarian here if you wish to borrow, return, renew, or reserve the books stored on the 2nd floor, use any audiovisual materials, or use the Group Study Room on the 3rd floor.

Reference Room

1st floor

- ◆ Reference books for research and new magazines are located on the 1st floor. The materials on this floor must be consulted within the library.

A Reference book is a book intended to be consulted for information on a specific matter. Reference books include encyclopedias, dictionaries, year books, catalogs, and indexes.

Reference books, maps, and newspapers:
Previous 2 to 3 months
New magazines: Previous 1 year



Reference Counter (refer to the floor map)

You can consult a librarian here to locate a particular book, find books on specific topics, and get advice on library services.

Main Counter (refer to the floor map)

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

Stack Room

B1 • B2

- ◆ The stack room is closed, and cannot be entered freely. To use the materials here, you need to submit a completed "閱覽·貸出申込票" (Request form for using materials in stack rooms) at the Main Counter. A librarian will obtain the requested items for you. Please prepare student ID card and await delivery.

Entering the Stack Room

3rd-year and 4th-year undergraduate students can enter the stack room if they gain permission from their supervisor and follow the necessary procedures. Graduates are permitted to enter the stack room.

Wireless LAN / Silent Area

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

General Library Learning Commons

The Learning Commons is a common space in the library where users can enjoy group study and discussion in a relaxed and friendly atmosphere. You may borrow laptops and projectors from the Commons Counter, but cannot remove them from the Learning Commons area.

Learning Area

This area can be used for small group discussion and other group work. Tables and chairs may be moved as needed. Reservations are not required.

Commons Counter (refer to the floor map)

From here you may borrow equipment for group study, such as laptops and projectors. Simply present your student ID card to apply.

Working Area

There are nine group study rooms varying in capacity from two to dozens of people. You may use them for preparing presentations and group study. Enquire at the Commons Counter and present your student ID card to use or reserve a room.

Writing Area

TAs (graduate teaching assistants) meet here individually with students seeking advice on writing their reports, theses and class presentation documents (resumes and slides) in Japanese. Make your reservation via the Writing Lab's website.

Workshop Area

This is a studio which features a large projector screen and microphones. You may use it for class presentations, guidance, and small group discussions. When it is not reserved, it is available for use under the same guidelines as the Learning Area.

[Open hours]

During school term and examination term (Undergraduate)

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

During school vacation (Undergraduate)

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

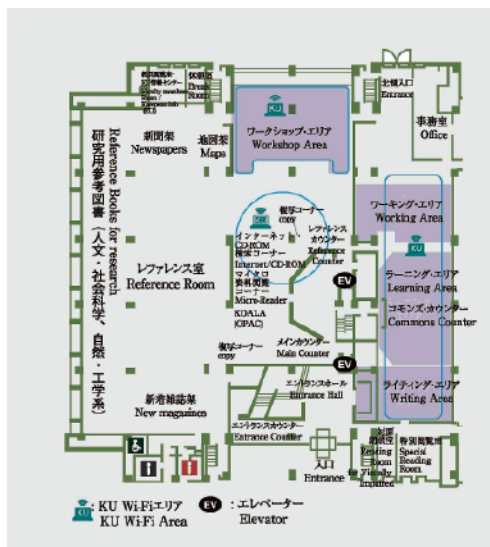
* The Learning Commons is closed on the same days as the General Library.

General Library Floor Map —1st floor to 3rd floor—

1F

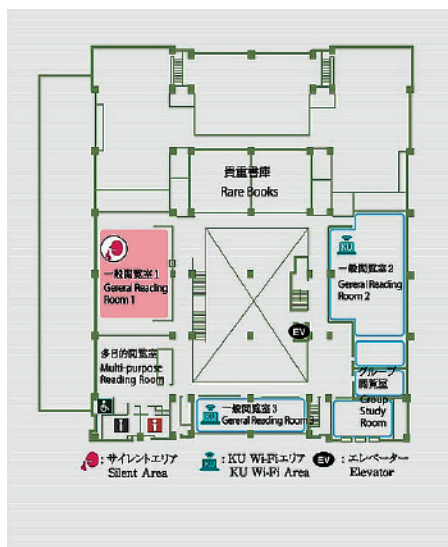
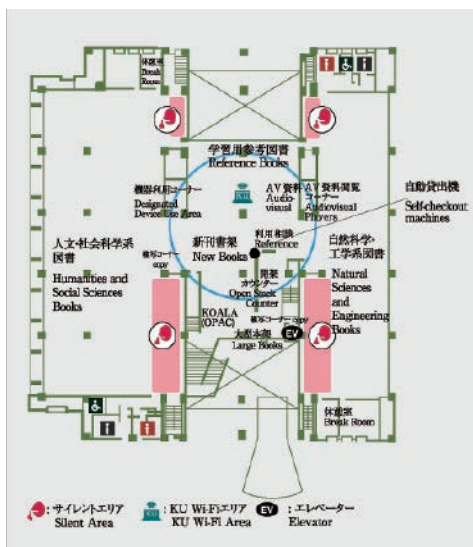
*North entrance is for limited users only (students and faculty members).

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



2F

3F



Libraries at other Campuses

		Takatsuki Campus Library	Takatsuki Muse Campus Library	Sakai Campus Library
Location		Takatsuki Campus	Takatsuki Muse Campus	Sakai Campus
Floor		B1, Building B	1F, West Building	2F, Building 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 welfare qualifications
Facility		<ul style="list-style-type: none"> There is a group reading room (for up to 12 people) appropriate for group discussion using library materials. You can reserve it two weeks in advance at the counter. The room may be used for library guidance or other events. KU Wi-Fi is available. 	<ul style="list-style-type: none"> KU Wi-Fi is available. 	<ul style="list-style-type: none"> There are two 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. KU Wi-Fi is available.

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, audiovisual materials, and microforms between four campus libraries.

○ Aside from library materials, the following materials are also held at Takatsuski, Muse, and Sakai Campus Libraries.

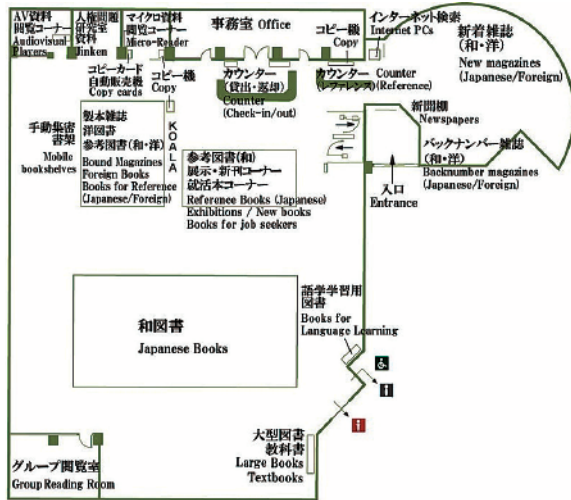
◆ **Material of the Institute of Human Rights Studies**

Holdings of the Institute of Human Rights Studies. You can borrow up to three books from this area for two weeks separately from other library materials.

Takatsuki Campus Library Floor Map

Campus: Takatsuki Campus
Location: B1, Bldg.B

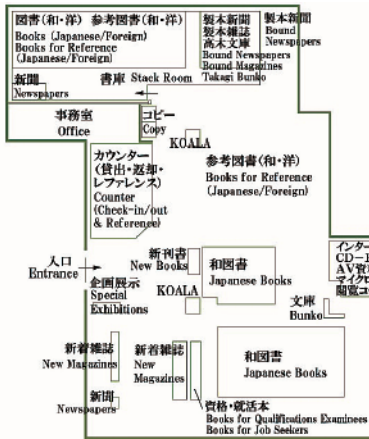
KU Wi-Fi is available.



Takatsuki Muse Campus Library Floor Map

Campus: Takatsuki Muse Campus
Location: 1F, West Bldg.

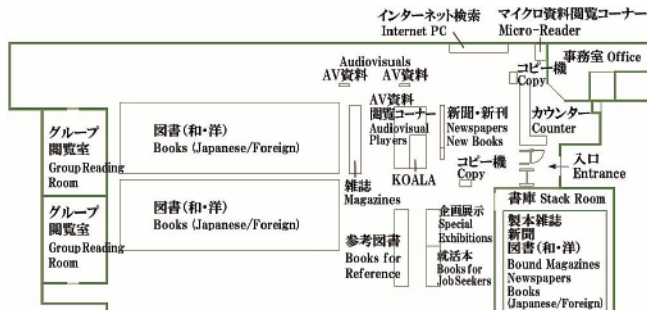
KU Wi-Fi is available.



Sakai Campus Library Floor Map

Campus: Sakai Campus
Location: 2F, Bldg. B

KU Wi-Fi is available.



○ Types of Materials

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

◆ Book

The book category includes the actual book for reading as well as 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, Year book, Map, Statistics, and others

Standard books can be lent outside the library. (Some of them are interlibrary use only).

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

◆ Journal (Magazine)

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

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

◆ Newspaper

A newspaper is the best source for researching social science and current affairs as it contains the 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-Journals are electronic issue of scholarly or academic journals formerly issued as printed journals. They can predominantly be 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 instructions on how to search for e-Journal articles, please refer to page 15.

◆ Database

A database is an organized collection of data. Like a journal database or newspaper database, each database contains thousands of articles covering 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

the full text of the content and print out it. For the list of major databases, please refer to page 24.

* If you wish to use e-Journals or databases, you should apply in advance for an "Activation of IT Center Account" via the IT Center's website. Alumni, local users, and students of partner universities may not use the databases.

◆ e-Book

We provide access to e-Books. Simply searching for an e-Book on KOALA and clicking the link, provides access to the e-Book 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 for microforms from " マイクロ資料一覧 " on the library's website.

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

◆ Audiovisual

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

◆ Rare book

Rare books comprise:

- Japanese printed books and manuscripts published in or before 1614
- Foreign printed books and manuscripts published in or before 1800
- Printed books and manuscripts published after the above-mentioned years and distinguished by their importance as library material.

Rare books are housed in the stack room in the General Library. To read rare books, there are prerequisite procedures that must be followed. Please ask at the Main Counter in the General Library. These items must be used within the General Library.

◆ Collection

We hold the following types of collections.

Private collection: a collection formerly owned by prominent researchers.

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

To view some exclusive collections, there are prerequisite procedures that must be followed. Please ask at the Main Counter in the General Library. These items must be used within the General Library.

○ Finding a book or journal

Before using a book or journal, you should 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. The Location Mark in the first line of the 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 the material you wish to use is located in 書庫 in the General Library, fill out the 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 to use the items because you have direct access to these stack rooms. However, we highly recommend that you take note of the call number so that you can identify the location of the book on the shelf. Refer to "Location of books on the shelf" below to effectively search for the material.

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

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

HoldingsList 1-2 of about 2

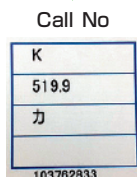
All 10 Items

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".

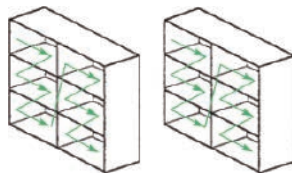
No.	Volumes	Library	Location	Japanese/ Foreign type	Call No	Material ID	In-Library	Local note	Status	Reservation
0001		General	2F Open Stacks	Japanese/ Chinese/ Korean	K*519.9力	103762833				Items Reserve
0002		Muse	Muse	Japanese/ Chinese/ Korean	A*519.9力	211951014			Loaned out	Items Reserve

Location Mark
(See page 35) →
Classification Number
(See back cover) →



○ Location of the books on a shelf

Books are shelved from left-to-right and top-to-bottom in call number (classification number) order. The Call number is like a book's address. Look for the call number on KOALA first, then go to the shelf indicated by the call number.



○ Using magazines and newspapers

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

Magazines (bulletin)

1. New magazines (published less than one year ago)

Japanese magazines and foreign magazines are shelved separately according to category in the New Magazines Corner. The latest issues are shelved in front of the magazine shelves. Back numbers are stored behind the door. Bulletins issued by universities and other research institutions are shelved in order of publisher's name.

New magazines are not allowed to be lent outside of the library. You can request delivery of a new magazine from other campus libraries, however, you need to read it within the library.

2. Back numbers (bound book)

One-year-old or older magazines will be bound if it is necessary to store them for a longer period. In the General Library, bound items are housed in the stack room. To read them, simply fill in the 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 located. Bound magazines can be lent out of the library for a period of 3 days.

3. e-Journals

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

You can browse the full text of e-Journals on PCs in the campus, however, some journals limit the use of their articles to 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 at the following location. In other campus libraries, length of retention of old newspapers and their location may be different from the General Library. Contact a librarian for more details.

	Location	Borrow
Current day	Newspaper shelves in the Reference Room on the 1st floor, and the Newspaper corner on the 2nd floor	×
Previous 2 to 3 months	Newspaper shelves in the Reference Room on the 1st floor	×
Older than above	Stack room in the B2 floor	×
Reduced editions	Previous two years of major daily newspapers: Newspaper shelves (1st floor) Older than above: Stack room in the B2 floor	1st floor: × B2: ○

☆ You can read newspapers on the database (internet).

☆ We hold some microforms of newspapers. Ask at the Reference Counter to use them.

☆ To borrow reduced editions of newspapers, ask at the Main Counter.

○ How to identify the location of magazines when using KOALA

After searching for a magazine on KOALA, check the HoldingsList screen. The information displayed under "Location" and "Call No" will 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 on the B2 floor.
	Mag.(Humn.&SocialSci.) Mag.(NaturalSci.&Eng.) B05 (shelve number)		Shelved in the New Magazine Corner on the 1st floor.
	Bulletin		Shelved on the departmental bulletin shelf in the New Magazine Corner on the 1st floor.
	1F Reference Secondary(Humn.&SocialSci.) Secondary(Humn.&SocialSci.)		Shelved in the Reference Books Area on the 1st floor.
Takatsuki	Takatsuki	TM*141.5*N1	Shelved on the mobile bookshelves at the Takatsuki Campus Library.
Takatsuki Muse	(Research) Muse	AM*451*B3	Housed in the stack room at the Takatsuki Muse Campus Library.
	Muse		Shelved in the New Magazine Corner at the Muse Campus Library.
Sakai	Sakai	BM*369*S1	Shelved in the New Magazine Corner or the stack room at 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 a delivery request at libraries other than the General Library.
	Resource room (Bus.&Comm.)	DEM*332*M1	
	Resource room (Socio.)	DSM*140*R3	In addition to delivery, you can visit some Material Rooms (Siryoshitu) to use items. Contact the librarian for detail.
	Hoken, Tozaiken, Keiseiken, Muse		
	Jinkenken(Senriyama)		

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

New Magazines Corner 1st floor of the General Library

You can find back numbers behind the door!



Kansai University Library Online Catalog “KOALA”

KOALA is the online catalog for searching the holdings of Kansai University. In KOALA, you can see if the book or serial you need is held by Kansai University and whether it is a physical book or an e-Book.

For further details, read the “KOALA usage guide” (Japanese) on the library website.

Mobile OPAC and KOALA for smart phone

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

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



The smartphone app “Ufinity,” which includes some of KOALA’s functions, 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

How to search

KOALA top page

https://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 a sample image. The screen you actually see may be different from this.



*OPAC features multiple tabs that enable users to refine their search targets. Select a tab which pertains to your search.

- 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 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

How to search

Web OPAC Basic Search

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

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

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

The fields with an * (asterisk) cannot be used alone as a search condition.

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

Tab-to-tab search

1 When you search for something on a tab and then click another tab later, any search terms you have entered are carried over to the next tab and a search result will be displayed automatically.

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

3 Search results under the "Other Univ." tab will be displayed.

■ Search Results screen (Simple)

Refine Your Search

Material Type

- Books (18533)
- Serials (200)
- E-Books (59550)
- E-Journals (14911)

Holding Library

- General (17221)
- Takatsuki (57)
- Muse (3)
- Sakai

Search Results 1-10 of about 93194 [Print](#) [Simple Display](#) [Details Display](#)

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

Select All Bookmark Output Mail Export

- 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).
- Magnificence : a moral play**
 John Skelton ; edited by Robert Lee Ransay from the edition in University Library, Cambridge, with the introduction, notes, and glossary. -- Oxford University Press, 958. -- (Early English Text Society ; Extra series ; no. 98).
- Alliterative poetry of the later Middle Ages : an anthology**
 [compiled by] Thorlac Turville-Petre ;. hbk. -- Routledge, 2020. -- (Routledge library editions . The medieval world ; v. 52).

You can further narrow down the search results. (Faceted browsing function)

Click here to display details of the Search Results.

■ Search Results screen (Details)

Refine Your Search

Material Type

- Books (18533)
- Serials (200)
- E-Books (59550)
- E-Journals (14911)

Holding Library

- General (17221)
- Takatsuki (57)
- Muse (305)
- Sakai (194)
- Else (2)

Search Results 1-10 of about 93194 [Print](#) [Simple Display](#) [Details Display](#)

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

Select All Bookmark Output Mail Export

- 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).
[Contents and Summary](#)

You can see where the material is located.

Click here to display a simple list of Search Results.

By clicking here...

	Location	Call No	Status	
General	B2 Stacks	*410.87N1732		[Reserve]

■ Bibliography Details screen (Details)

Bibliography Details [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). -- EB35109382

Functions: Bookmark Output Mail Export

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

URL: <http://www.lib.kansai-u.ac.jp/webopac/EB35109382>

Related Information

Related Items

- classification
- subject

The Bibliography Details screen is displayed.

Related Information is displayed. You can search for materials written by the same author or other relevant materials.

Cross Search

The screenshot shows the 'Cross Search' tab selected in a navigation bar. Below it, the search destination is set to 'All Site'. A list of search destinations is provided, including KOALA, Webcat Plus, CiNii Books, NDL-OPAC, and others. A callout box points to the 'All Site' checkbox with the text: 'Click the Cross Search tab.' Another callout box points to the 'CiNii Articles' checkbox with the text: 'Select the database you wish to search. The default setting of Search Destination is "All sites."'

Search Destination: All Site

- 図書・雑誌を探す
 - KOALA
 - Webcat Plus
 - 吹田市立図書館
 - 堺市立中央図書館
 - Googleブックス
 - CiNii Books
 - NDL-OPAC(一脱図書)
 - 大阪市立図書館
 - NDLデジタルコレクション
 - OECDLibrary
 - 日本古典籍総合目録
 - 大阪府立図書館
 - 高槻市立中央図書館
 - British Library
- 論文・記事を探す
 - CiNii Articles
 - Web of Science
 - ERIC
 - PTSDpubs
 - IRDB
 - LISA
 - Sociological Abstracts
 - Worldwide Political Science Abstracts
 - MLA International Bibliography
- 電子ジャーナルを探す
 - 電子ジャーナル
- 電子ブックを探す
 - 電子ブック
- デジタルアーカイブを探す

The screenshot shows the search results page for the query 'library specific'. The results are displayed in a list format. A callout box points to the first result, 'DSM10', with the text: 'The Search Results screen shows links to the bibliographic information and full text of the books, serials, and articles available in the database you selected.' Another callout box points to the search filters on the left, with the text: 'You can narrow down the search results by database.'

検索結果一覧 1件—20件(全100件) [印刷]

1 **DSM10**
ACM Digital Library
[タイトルで探す]

2 **Proceedings of WOLFFHC 2015**
ACM Digital Library—9999—ISBN/ISSN: 9781450340160
[タイトルで探す] [ISBNで探す]

3 **1st International Workshop on Real World Domain Specific Languages**

検索状況
検索完了
ヒット件数: 159429
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

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

○ Reservation

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

■ How to reserve

- Search for the material and open the Bibliography Details screen.

Bibliography Details 1 of about 93194 Print

[Back to List](#) Next

Books
 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. — BE35 109382—

Functions: Bookmark Output Mail Export

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

URL:

HoldingsList 1-1 of about 1

10 Items

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

No.	Volumes	Library	Location	Japanese Foreign type	Call No.	Material ID	In-Lib call	Local not	Status	Reservation
0001		General	B2 Stocks	Foreign	*410.974H*32	202847736				<input type="button" value="Reserve"/> <input type="button" value="Allena (Reserve)"/>

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

関西大学 関西大学情報システム
 Kansai University Information System

このコンテンツはID/パスワード認証を適用します。

WEB
 パワード

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

別冊西条露城争 / 有川浩著 ; 銚花スクモイラスト ; 1, 2.
 アスキー・メディアワークス
 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.

Reservation content entry (confirmation)

Click the "Apply" button after entering the following information.

1. Select a reservation destination code and the material to be requested.

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

Material ID	Material name	Material count
<input checked="" type="radio"/> 102506833	General 2 F 読架読架室 K*913.6*ア*2	0 items
<input type="radio"/> 150076487	Sakai 堺区 B*913.6*ア*2	

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、その日までに予約もしくは貸出が行われなけ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 that the displayed call number is the same as the one which you actually wish to reserve.

Submit

Back to Select

Click the Submit button.

Request Information Confirmation

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

Material Information

別冊白雲戦争 / 右川漁著 ; 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

Receipt hope area : Muse

Cancel date :

Confirm the content of the request, then click the Submit button. This will complete the reservation.

Submit

Back to Entry

Back to Select

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
Kansei 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

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

利用状況一覧

マイフォルダ

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。

▲ このページのTOPへ

貸出

借りている資料 0冊
延滞料金はありません。

予約

予約されている資料 1冊
予約中の資料はありません。

予約一覧へ

▲ このページのTOPへ

購入依頼

購入依頼をしている資料 0冊

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

☑ 検索の中止(ウィンドウを閉じる)

KOALA 関西大学 図書館

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○ Library website (KOALA)

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

○ Using the Database (Japanese only)

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

The screenshot shows the library website interface. On the left, there is a navigation menu with options like 'HOME', '検索', 'お知らせ', etc. The main content area is divided into sections. A red box labeled 'New announcements' points to a list of recent news items with dates. Another red box labeled 'Calendar' points to a calendar widget showing the current date as 12/12. A third red box labeled 'Useful tools' points to a grid of service icons at the bottom, including 'データベース検索', '電子ジャーナル', '電子予約', etc. The URL <https://opac.lib.kansai-u.ac.jp/> is displayed at the bottom right.

■ List of Major Databases

The major databases that Kansai University subscribes to are listed below. We also offer various databases which are not listed here. You can select your 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.

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 the 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 the science and technology fields)

[Foreign]

- Web of Science
(Database providing access to and cross-searching of articles including citation index)
- SciFinder-n
(Database which covers the world's literature in chemistry and related scientific disciplines)

Finding books

[Japanese]

- △ CiNii Books
(A service that enables the searching of books that are held in university libraries)
- △ NDL ONLINE
(National Diet Library Online Search Service)

[Foreign]

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

Using Encyclopedias and 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
(Full-text database of newspapers in the U.S. and other countries)

Finding Legal information

[Japanese]

- LEX/DB Internet
(Comprehensive database of judicial precedents decided by the Great Court of Cassation or later period)
- D1-Law.com
(Comprehensive database including court judicial precedents, laws, and regulations)

[Foreign]

- Lexis, Westlaw NEXT
(Legal information mainly in the U.S.)

Checking Company Information and Finance Reports & Statistics

[Japanese]

- eol
(Comprehensive database of corporate asset securities reports)
- Nikkei telecom
(Database of business information such as company profiles, markets, stocks, 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)
- Publications of Royal Society of chemistry, Institute of Electrical and Electronics Engineers, and other societies in the U.K. or the U.S.

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

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

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

Kansai University Library Location Guide

Call Numbers are allocated to all library materials. The first line in the Call Number is called the "Location Mark." It shows the 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	General Library	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 at 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 at 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 and Special Collections]

H	Local Country materials	LH3	Hattori Collection	LY	Yoshida Collection
H2	Kouwa Collection	LI	Ikuta Collection	LY2	Yaguchi Collection
H3	Southern 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 Sessho 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 10th new revision of Nippon Decimal Classification (NDC)

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

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
- 220 General history of Asia
- 230 General history of Europe
- 240 General history of Africa
- 250 General history of North America
- 260 General history of South America
- 270 General history of Oceania
- 280 General biography
- 290 General geography. Description and travel

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

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

Kansai University Library

3-3-35 Yamate-cho, Suita-shi, OSAKA 564-8680 JAPAN
Tel. 06-6338-0266 (Main Counter)
<https://opac.lib.kansai-u.ac.jp/>

