

Guide to the Science Library 2018



#374, 3rd Floor, Faculty of Science Bldg.1 (Area E)
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*See "A User's Guide to Library of Chemistry" for information on Library of Chemistry (4th Floor, Chemistry Main Bldg.)

◆ Library hours

Mon.-Fri. : 9:00-22:00

*Shorter hours during vacations : 9:00-20:30

After 17:00: Limited to members of School of Science.

◆ Closed on Saturday, Sunday, National holidays, year's end holidays and the last weekday of each month.

◆ After hours use

Faculty, staffs, graduate students and research fellows of School of Science can enter the library after regular service hours by using the University of Tokyo ID card.
Mon.-Fri. : 22:00-9:00 (next day)

Sat., Sun. and the national holidays : 24 hours

◆ Eating and drinking are not allowed in the library.

Access and Use

◆ Entering the library

UTokyo members: No procedure required.

Visitors: Please apply at the service desk.

◆ Borrowing

Present your ID card at the service desk.

Books: 5 items / 2 weeks/ 1 renewal

Journals: 10 items / within the day/ renewal not allowed.

→ Log in to MyOPAC to renew loan period or make reservation .

◆ Returning

Return books and journals to the service desk during library hours.

After hours: drop books and journals to the return box. Please do not drop unbound journal issues and audio visual materials.

Overdue items are subject to a penalty: your borrowing privileges will be suspended.

Books borrowed from other campuses can be returned at the Science Library.

◆ Following items do not circulate:

Rare books, reference books, theses and dissertations, journals which arrived within two weeks, and other fragile materials.

◆ Books and document delivery service

You can retrieve books and documents from other campuses or universities.

You can read and print PDF on PC connected to the university network. →Log in to MyOPAC to make request.

◆ After hours use

Faculty, staffs, graduate students and research fellows can enter the library after regular service and can borrow open-shelf books by using self-checkout machine.

(Not available for maintenance : 23:00-26:30)

◆ MyOPAC ◆

■ Login from OPAC.

■ https://opac.dl.itc.u-tokyo.ac.jp/opac/opac_search/?lang=1

■ You can make requests for delivery or copies of books in other libraries. You can also make reservation for the book on loan or extend the lending period. See "Guide to UTokyo Libraries" for more detail.

◆ Copying

Please observe copyright laws.

You can copy only books and journals of the library. Please refrain from copying your own materials.

Coin-operated photocopier:

10 yen per page / 50 yen per page (color)

By public expense:

Faculty and staffs of School of Science can borrow copy card at the service desk. Graduate students need to ask permission from professor.

◆ Use of computers

5 PCs are available for searching e-journals etc. Please login with School of Science network account.

2 PCs are available for all users only for searching OPAC.

Wireless internet access is available. Bring your own laptop.

◆ Seminar Room

Please make a reservation at the service desk.

You can reserve up to 2 hours per day.

Search materials

◆ Library catalog of the University (OPAC)

https://opac.dl.itc.u-tokyo.ac.jp/opac/opac_search/?lang=1

Location: Sci.Lib. represents the holdings of the Science Library.

◆ E-journals and databases

<http://www.dl.itc.u-tokyo.ac.jp/gacos/e/index-e.html>

◆ User registration ◆

• Students:

■ Log into the UTAS system and enter your contact information (address and e-mail). Your ID card will be activated as a library card on the next day.

• Faculty, staffs, research fellows:

■ Register at the library. (Science library registration hours : 9:00-16:30.)