

Library Guide

2015



Yoshida-South Library,
Kyoto University

2015

Heisei 27

Calendar of Library Hours Yoshida-South Library, Kyoto University

=Holidays

=Library 10:00-15:00 (Wa-on is closed)

=Wa-on 9:00-17:00 (Library is closed)

4

S	M	T	W	T	F	S
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1 Heisei 28(2016)

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Closed days
- Sundays / National holidays

•Anniversary of foundation (Jun. 18)

•New Year's Holiday

•Days after graduation ceremony - Apr. 3

•Aug. 10-20

•28th day of each month (except January, July)
(Wa-on is open)

- Library Hours
- Library

•Weekdays 9:00-20:00

•Saturdays 10:00-15:00

Wa-on

•Weekdays 9:00-17:00
(Closed on Saturdays)

Use of Yoshida-South Library

Yoshida-South library

Yoshida-South Library (Former "Library of Graduate School of Human and Environmental Studies, Faculty of Integrated Human Studies") is the Library servicing departments among Yoshida-South Campus as well as students who are taking Liberal Arts and General Education Courses.



Since its establishment in 1897, Yoshida-South Library has been an integral part of Kyoto University (KU) history. At that time, Kyoto University was known as Dai San Koto Gakko, meaning The Third High School, 1894-1949. In April 2014, Yoshida-South five departments have begun administered Yoshida-South Library.

The library now contains valuable and historical collections. The library also has a comprehensive range of books and documents which meet contemporary needs. Over 650,000 items help your study and research.

People who are affiliated with the Library

People who are belonging to the following departments are affiliated with Yoshida-South Library.

- Faculty of Integrated Human Studies
- Graduate School of Human and Environmental Studies
- Graduate School of Advanced Integrated Studies in Human Survivability
- Center for The Promotion of Excellence in Higher Education
- Institute for Liberal Arts and Science
- Institute for Integrated Cell-Material Sciences

Conditions of Use

- ▶ Food, drink, smoking, and talking on cell phones are not permitted.
- ▶ If you disturb other library users, you will result in the suspension of library privileges.
- ▶ Don't leave your valuables unattended when you leave your seat.
- ▶ Park bicycles and motorcycles in the designated places.

Entering and Leaving the Library

- ▶ A library card is required to pass through the entrance gate.
- ▶ Auditing students must apply for a special library card at the main library.
- ▶ Visitors must inquire regarding the procedure for entering the library.
- ▶ The alarm will sound if library material is taken out of the library without following due procedure.

Service hours

Opening hours

	Library	Wa-on
Weekdays	9 : 00 - 20 : 00	9 : 00 - 17 : 00
Saturdays	10 : 00 - 15 : 00	—

Closed days

Check the back cover or the Calendar.

*** The Library may be temporarily closed when necessary. Please refer to the Library website for the most up-to-date library schedule.**

<http://www.kulib.kyoto-u.ac.jp/yoshidasouthlib/>

Service hours

Service	Weekdays	Saturdays
Reference (Q&A)	9 : 00 - 17 : 00	—
Copying Machine *		
Interlibrary Loan / Photo Copy Orders		
Letters of Introduction (Visiting Other Library)		
Dissertations		
Rare Books -Requires prior reservation		
Maps (in Maps Room)		
Microfilm Resources	9 : 00 - 16 : 45	—
Master's Entrance Exams Past Questions	9 : 00 - 19 : 00	10 : 00 - 14 : 00
Audio and Visual (Videos and DVDs) Rooms	9 : 00 - 19 : 30	10 : 00 - 14 : 30
Stack Rooms	9 : 00 - 19 : 45	10 : 00 - 14 : 45
South Wing 1-6 Stacks	9 : 00 - 18 : 45	—
2F Reading Room	9 : 00 - 19 : 30	10 : 00 - 14 : 30
2F Computer Area OSL		

* You can use Co-op prepaid-photocopy cards during Library hours and buy them in advance at Co-op shops.

Borrowing Limits

	Professor, Professor emeritus & Staff	Graduate student	Undergraduate student
Open-shelf books	10 vols. / 1 month		5 vols. / 2 weeks
Stack room books	50 vols. / 3months	30 vols. / 1 month	10 vols. / 2 weeks
Periodicals	5 vols. / 1 week		

Books can be checked out at the Circulation Desk or the automatic check-out machine. Return books to the Circulation Desk. When the Library is closed, the book chute may be used to return books.

If you have an overdue book, you can not borrow another book. Furthermore, you can not borrow for the same number of days that the book remains overdue.



Non-Circulating Materials: Reference books and newspapers (backnumbers) must be returned the same day.

Long-Term Borrowing: Long-term borrowing is available for the summer, winter and spring holiday breaks, when the due date is extended. Details will be made available separately. Books borrowed under long-term borrowing cannot be renewed.

Email Due Date Reminder Service: We will inform you by e-mail on the day before the due date. Please register through MyKULINE.

Reserving a Book

A book that is out on loan can be reserved through KULINE and will be available as soon as it is returned. Reserved books can be held for a week. You can reserve up to 5 items.

MyKULINE

ECS-ID or SPS-ID *

* The code of the Institute for Information Management and Communication

Renewing a Book

Books that you currently have on loan can be renewed (the loan period can be extended) for only one time during the loan period, if no one else has reserved them.

How to renew:

- MyKULINE
- Circulation Desk
- Automatic check-out machine

MyKULINE

ECS-ID or SPS-ID



Copying Library Materials

To protect copyright

- In the library, users are allowed to make photocopies of library materials for the purpose of individual study and research.
- You can make single copy of a part of a work. It is not allowed that photocopying entire pages of a book.
- * In Yoshida-South Library, it is not allowed to make photocopies of non-library materials.

Public expense

Yoshida-South Campus members can use Xerox copy cards of Jinkan Bldg. at the public expense copying machine. Other users will need an application form^{*} issued in their home libraries.

Private expense

There is a copying machine compatible with co-op prepaid-photocopy cards in front of the Circulation Desk.

To make a copy via cash payment, inquire at the Reference Desk.

Fee	B&W copy per sheet	Color copy per sheet
KU members	20 yen	60 yen
Others	35 yen	80 yen

^{*} “Form for Reproduction of Documents of Kyoto University” (Kyoto Daigaku Bunken Fukusha Riyoshō)

About Kyoto University Libraries

The Kyoto University Library Network is composed of the Main Library, also referred to as the University Library, and more than 50 libraries of various faculties and research institutes.

Document copy via public expense

Making a copy via public expense at the other KU libraries requires an application form^{*}, which is available at the Reference Desk.

Inter-campus service

MyKULINE

ECS-ID or SPS-ID

You can request books or photocopies of articles from other KU campus (ex. Uji Campus, Katsura Campus, North Campus).

Inter-library Services

Yoshida-South Campus members can request materials unavailable in KU libraries from other libraries in Japan or overseas. You can make a request through MyKULINE. The cost can be paid via public or private expense.

Inter-library loan (ILL) – Article/Book request

You can request

- photocopies of journal articles or a part of a book unavailable in KU libraries
 - books unavailable in KU libraries *
- from other libraries in Japan or overseas.

*In most cases, periodicals can not be borrowed.

*The library may specify conditions for use of material, such as “no copying permitted” or “in library use only”.

MyKULINE

ECS-ID or SPS-ID

Visiting other libraries

Before when you visit the library of another university, please check the institution's web site for instructions on how to use their libraries. Some libraries require the presentation of student ID or personal ID, and some require you to contact them in advance. If you need a letter of introduction (for permission to use a library), please apply at our Reference Desk 1-3 days before the date you would like to visit.

Reference Service (Q & A)

Librarians can answer your questions. For example,

- How can I get the documents I am looking for?
- How can I search for references?
- How can I find articles I have to read?
- Could you give me practical advice about library use?
- How can I use KULINE or MyKULINE?

Students Book Purchase Request

We accept purchase requests for books from Yoshida-South Campus students, and Liberal Arts and General Education students. Please fill out a request form and submit it to the Request Box. (E-mail also available.) You will be notified later regarding the purchasing decision.

Facilities and Equipment

1st Floor

Japanese books and newly arrived periodicals are shelved on the first floor.

Reference books, Japanese large books (folio), great books, series of paperbacks, and faculty member

books are available here as well. The new arrivals corner, book selection corner, and PCs for information retrieval (KULINE) are in front of the desk, and there are about 90 seats in the reading area.



Audio-Visual Room (1F)

Audio-Visual materials are available. Movies, documentaries and language learning materials etc., can be used. These materials are for in library use only.

Microfilm and braille material are also available. An image-enlarging system is installed. Please ask librarians.



Newspaper Reading Room (1F)

Major domestic newspapers and several foreign newspapers are available. Back issues for one year are in the basement stacks.

- Domestic newspapers 9
- English-language newspapers 3
- French-language newspaper 1
- German-language newspaper 1
- Chinese-language newspapers 2



2nd Floor

Foreign books are available with about 270 seats for self-study.



Open Space Laboratory (2F)

There is an Open Space Laboratory (OSL) of the Institute for Information Management and Communication. There are 28 computers available to connect to the Internet, and 26 charging stations available to use your electronic devices.



ECS-ID or SPS-ID

Wireless LAN

In the library, wireless access is available.

ECS-ID or SPS-ID

Basement Stacks (B1 / B2)

Japanese books (new and old-classification) and Japanese periodicals are available. Ask the library desk.

South Wing Stacks (Yoshida-South Campus Academic Center Bldg. South Wing B1)

Foreign books (new and old-classification) and foreign periodicals are available. Ask the library desk.



South Wing Stack 1



South Wing Stack 2

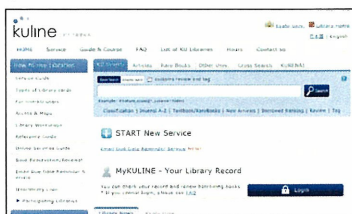
How to find Materials

KULINE (OPAC) : KU Libraries Catalog

You can search KULINE to find books and periodicals held in the KU Libraries.

<http://kuline.kulib.kyoto-u.ac.jp/>

If you cannot find a book published before 1985 in the KULINE, try searching the Card Catalog.



Viewing of KULINE Search Results (Holdings List)

Under Bibliography Details, please check “Library”, “Location”, “Call No”, and “Material ID” of Holdings List.

The materials that “Library = Yoshida-South Library”, “Location= Labo” are in the laboratory. Materials with other “Location” codes are in this library as well as South Wing Stacks.

If you need help to find books and periodicals, or to use materials in the “Labo,” please ask librarians.

Library	Location
Yoshida-South Library	1F / Japanese Books
Yoshida-South Library	Labo

Classification of Yoshida-South Library

In the library, the books are arranged by two kinds of classification.

Old-Classification: Books acquired before 1986 arranged by the original classification.

New-Classification: Books acquired since 1987 arranged by “Nippon Decimal Classification. Newly rev. 8th ed.”

Library Workshop

In our library workshop, you can learn how to find books, periodicals and articles. Please join us.

Using Electronic Resources

You can access electronic resources that Kyoto University Library offers at any time.

ECS-ID or SPS-ID

Electronic Journals/Electronic Books

There are more than 85,000 electronic journals and 385,000 electronic books accessible online. You can also search them through KULINE.



<http://edb.kulib.kyoto-u.ac.jp/gakunaiej-e.html>

Databases

There are more than 100 kinds of databases accessible online.

For example:

magazineplus

A bibliographic database containing magazines, academic journals, university bulletins and foreign journals.

British Periodicals

A fulltext database of almost 500 periodicals published from 1680s to 1930s.



British Newspapers 1600-1900

A fulltext, fully cross-searchable digital archive.

Web of Science

One of the largest citation database that covers several disciplines including science, social science, arts and humanities.

<http://edb.kulib.kyoto-u.ac.jp/gakunaidb-e.html>

Improper Use Warning

If you violate the license conditions, our access to the resources will be suspended. You are required to comply with the licenses.

All publishers prohibit the following actions.

- ▶ Systematic and programmatic download.
- ▶ Usage beyond the private purpose.
- ▶ Reproducing and distributing.

Wa-on



Wa-on (Graduate School of Human and Environmental Studies Building, 1F) is a designated space for individual and group study use.

The concept of Wa-on is a space for creativity and learning through academic communication using library materials. Wa-on consists of 4 areas – a group study room, a relaxing area, a multipurpose area, and an L-shaped counter space with 40 seats. You can learn either individually or in groups and use this space for meetings, discussions and so on. Wireless access is available.

How to use Wa-on

- Wa-on is available to KUmembers.
- Only Yoshida-South Campus members can use the group study room and take advantage of overtime use services.



	Yoshida-South Campus Members	Other KU Members
Hours	Weekdays 9 : 00 - 17 : 00	
Holidays	Weekends; National Holidays; June 18; Winter Vacation; The day after Graduation Ceremony to April 3; August 11 to 20	
Equipment lending	PCs and Projector	PCs
Group Study Room (1 room)	Submit the application form for use of the Group Study Room(Application hours: Weekdays 9 : 00 - 17 : 00)	—
Overtime Use Service	Weekdays 17 : 00 - 20 : 00	—
	Saturdays 10 : 00 - 15 : 00	
	Submit the application form for Overtime Use Service of Wa-on. Graduate students or undergraduates need their professors' signature. (Application Venue : the main building of our library / Application Hours : Weekdays 9 : 00 - 17 : 00)	



Wa-on
(East side of Graduate School of Human and Environmental Studies Building)

Programs and Events

We offer various programs and events such as “Guidance of document retrieval”, “Current book display”, “Great books club”.

Library Information

● **Library Newsletter** is a monthly newsletter which tells you the library calendar and the latest news.

● **Mail News** is an e-mail of useful information sent to the subscribers from the library.

To register

Send an e-mail to majordomo@kulib.kyoto-u.ac.jp, which message is only “subscribe yoshidasouthlibml”. Subject and signature are unnecessary.

If registration is completed, a thank-you mail will be sent.

● **Library Bulletin “Karin”** is an annual magazine with unique contents which are contributed by faculty members and undergraduate / graduate students.

Suggestion box

The “Suggestion box” is located in the library entrance hall. Please send us your feedback. The website and the bulletin board post answers to opinions.

Website, Twitter, Blog

You can check our current news, tips, and other useful information.



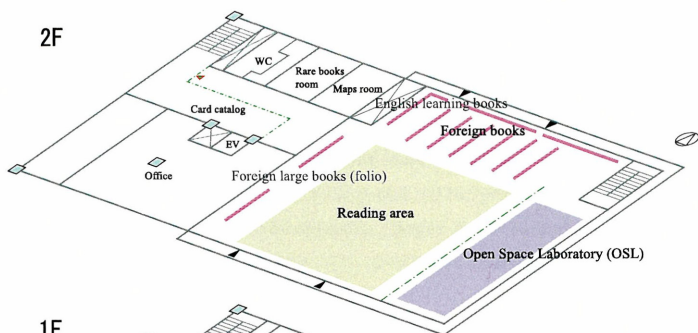
Website : <http://www.kulib.kyoto-u.ac.jp/yoshidasouthlib/en/index.html>

Twitter : <https://twitter.com/yoshidasouthlib>

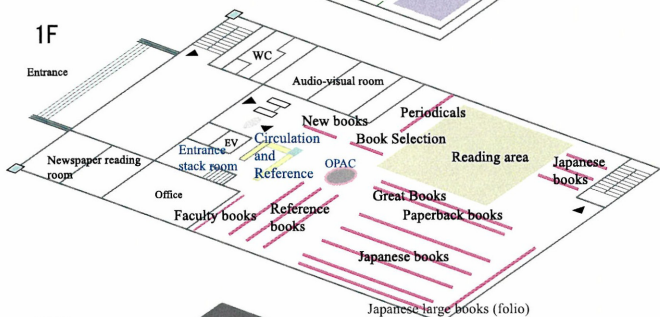
Blog : <http://yoshidasouthlib.hatenablog.jp/>

Floor Map

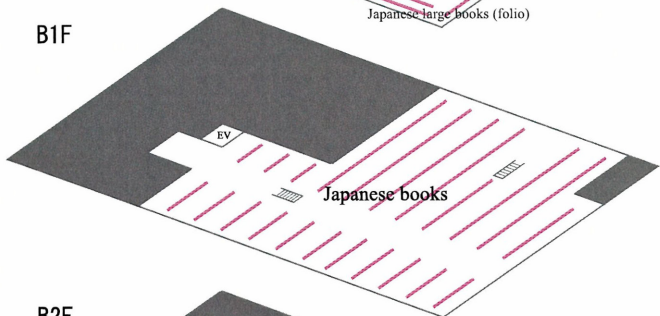
2F



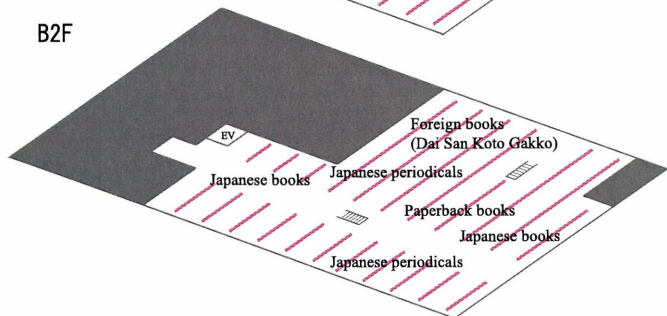
1F



B1F



B2F





Reading area



Periodicals



Faculty books



KULINE



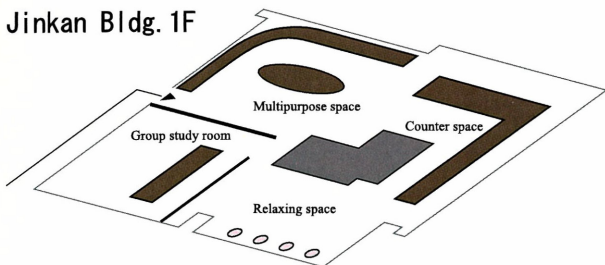
Gate



Circulation desk

Wa-on Map

Jinkan Bldg. 1F



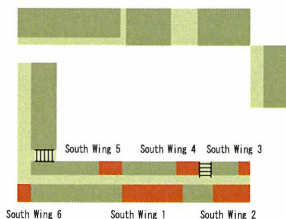
South Wing Stacks

For use of the books and journals in South Wing 1-6 Stacks (Yoshida-South Campus Academic Center Bldg. South Wing B1), ask the library desk.

Service hours

Weekdays 9:00 - 18:45

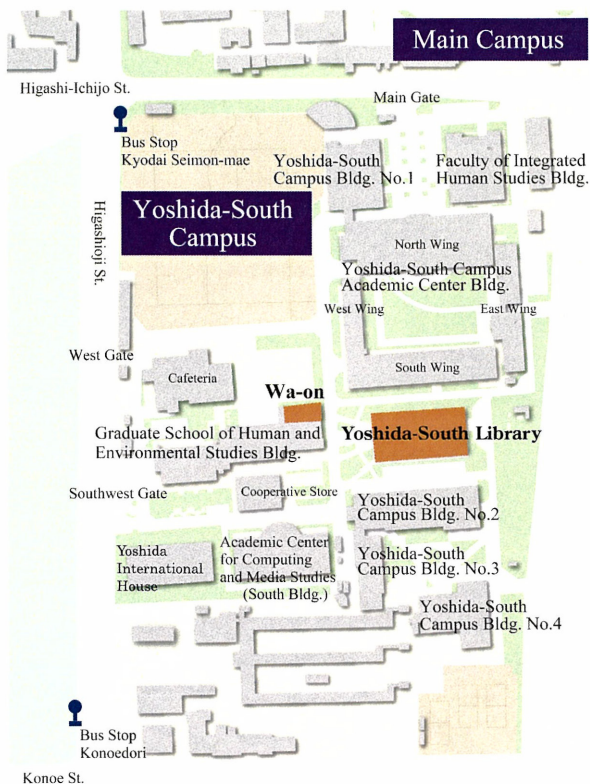
Saturdays closed



Cover:

From "Jingu Goshinetsu no Gi" ed. by Iwasaburo Tsukamoto, Tokyo Zogakukan, 1915.

Digital image of a part of the material from Yoshida-South Library collection



Library Guide 2015

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Twitter : <https://twitter.com/yoshidasouthlib>

Blog : <http://yoshidasouthlib.hatenablog.jp/>