

Guide to Library Online Services

Graduate School of Information, Production and Systems (IPS)

October 3, 2011

Agenda

- 1. What are "E-Resources"?
- 2. Finding e-resources available at Waseda
- 3. Using e-resources
- 4. Searching full text
- 5. Connecting DBs from off-campus
- 6. Managing citations -- "RefWorks"
- 7. Media Center at the KSRP
- 8. Other useful contents

1. What are "e-resources"?

- □ Electronic resources can be:
 - Journals and Books in digitalized format
 - Bibliographic databases
 - CD ROMs, DVD ROMs etc...
- Availability
 - Online access via the Internet
 - "Free" or "Licensed (charged)"
 - Anytime, Anywhere for <u>Waseda students</u>

What is the most popular tool to find e-resources?

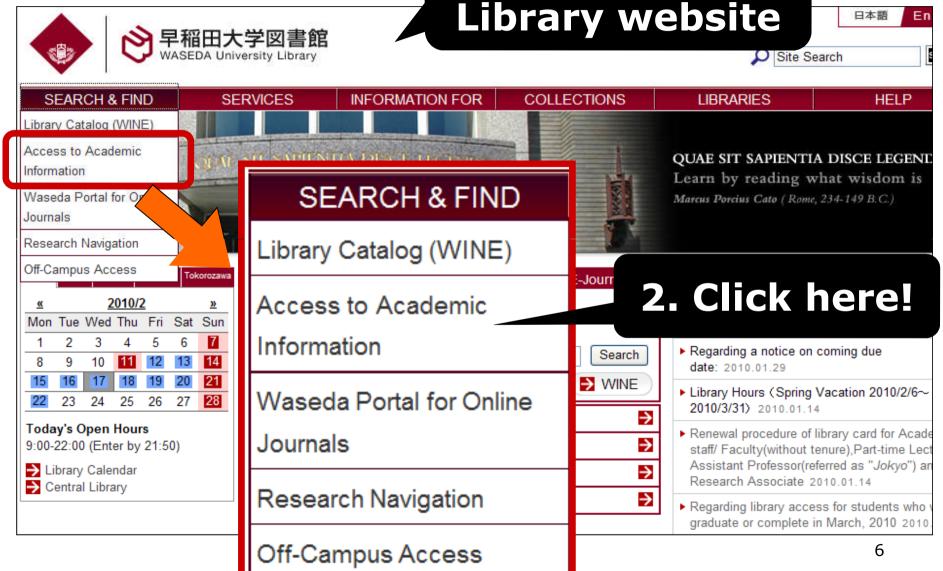


2. Finding E-Resources available at Waseda

- Visit Waseda University Library site <u>http://www.wul.waseda.ac.jp/</u>
- 2. Click "Access to Academic Information"
 - ⇒ "Waseda E-Resource Portal" http://www.wul.waseda.ac.jp/imas/inde x-e.html



1. Visit the Library website



Former main page of

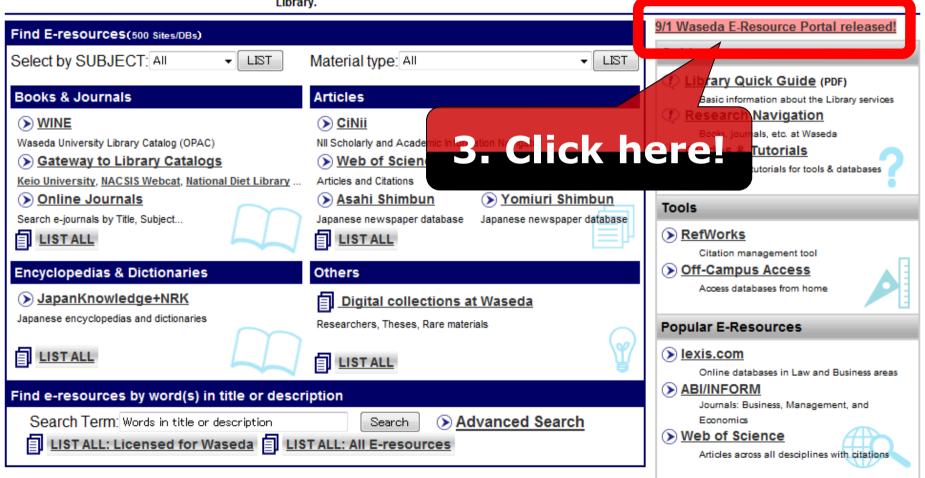
"Access to Academic Information"

Access to Academic Information
WASEDA UNIVERSITY LIBRARY

(databases, e-journals, e-books, etc.) available to Waseda University students, faculty and staff, mostly through subscriptions paid for by Waseda University Library.

TOP HELP SITE MAP JAPANESE

Scheduled Maintenance What's New



Library News page

"Waseda E-Resource Portal Released"







SEARCH & FIND **SERVICES** INFORMATION FOR COLLECTIONS LIBRARIES **HELP** Waseda University Library TOP > NEWS Library Guide 2011 09 01 2011/9 Mon Tue Wed Thu Fri Sat Sun Waseda E-Resource Portal Released 1 2 3 4 8 9 10 11 The new version of Waseda E-Resource Portal (current 4. Click here! 12 13 14 15 16 17 18 September 1, 2011. 19 20 21 22 23 24 25 26 27 28 29 30 The Waseda E-Resource Portal (current title: Access to e-resources (databases, online journals & e-books) that Was cribes to as well as useful websites. Current News selected by our librarians. List All he new Waseda E-Resource Portal now. Library Guide Exhibitions Workshops & Events

Easy navigation and unified design throughout the library website

- Help and tools for e-resources are located on the left-hand of the screen.
- Search features to find e-resources are located in the middle.
- . E-resource updates, outages and maintenance are located on the right-hand side of the screen.
- . Icons in the result screen will tell you the types of e-resources and tips for using e-resources.

Improved search features to help you find e-resources

5.The new main page of "Waseda E-Resource Portal"



Help What's New Maintenance Contact Us Contact Us 日本語 English

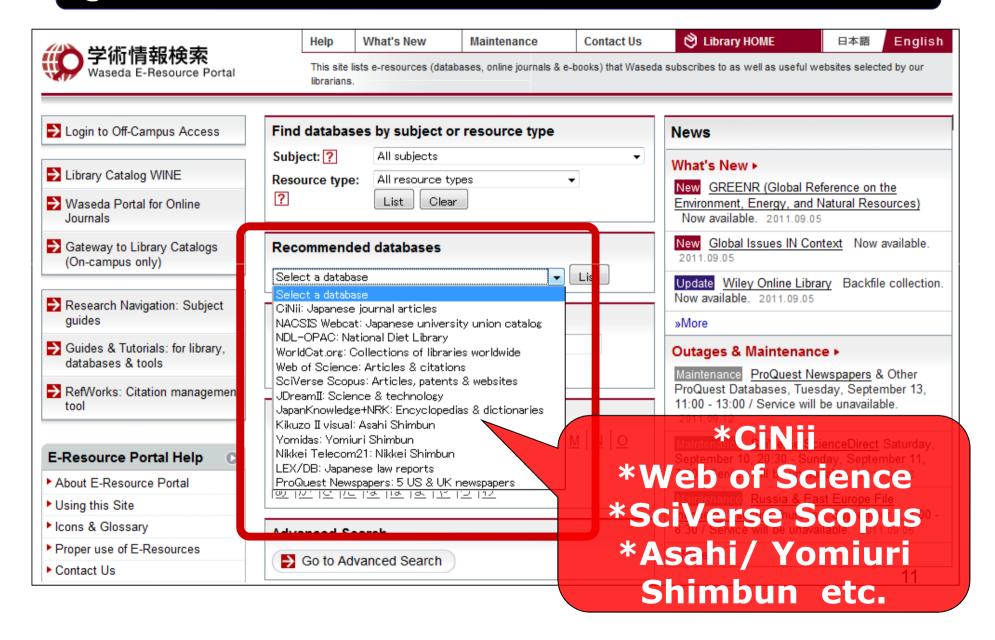
This site lists e-resources (databases, online journals & e-books) that Waseda subscribes to as well as useful websites selected by our librarians.

► Login to Off-Campus Access	Find databases by subject or resource type	News
Library Catalog WINE	Subject: ? All subjects ▼ Resource type: All resource types ▼	What's New ▶ New GREENR (Global Reference on the
	? List Clear	Environment, Energy, and Natural Resources) Now available. 2011.09.05
Gateway to Library Catalogs (On-campus only)	Recommended databases	New Global Issues IN Context Now available. 2011.09.05
No No. i - di Codi - d	Select a database ▼ List	Update Wiley Online Library Backfile collection. Now available. 2011.09.05
Research Navigation: Subject guides	Find databases by title or keyword	»More
Guides & Tutorials: for library,	Search for:	Outages & Maintenance ►
RefWorks: Citation management	Search	Maintenance ProQuest Newspapers & Other ProQuest Databases, Tuesday, September 13, 11:00 - 13:00 / Service will be unavailable.
	Browse databases by title (A to Z list)	2011.09.12
E-Resource Portal Help About F-Resource Portal	A B C D E F G H ! J K L M N O P Q R S T U V W X Y Z	Maintenance SciVerse ScienceDirect Saturday, September 10, 20:30 - Sunday, September 11, 7:30 / Service will be unavailable. 2011.09.08
► Using this Site	<u> あ か さ た な は ま や ら わ</u>	Maintenance Russia & East Europe File
► Icons & Glossary	Advanced Search	Indonesia Tsushin Thursday, September 8, 8:00 - 8:30 / Service will be unavailable. 2011.09.06
▶ Proper use of E-Resources		»More
► Contact Us	Go to Advanced Search	

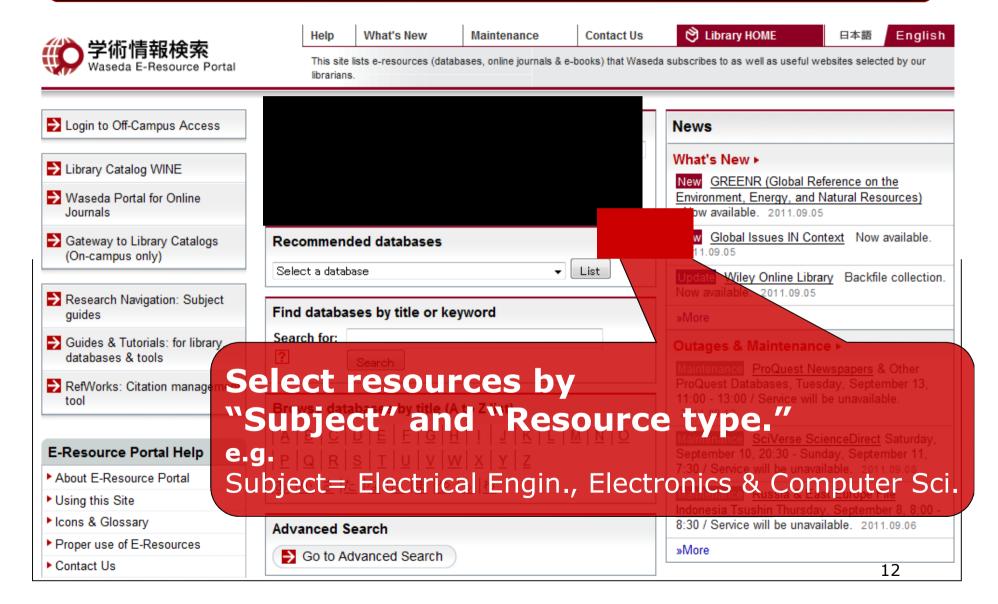
2. Finding e-resources available at Waseda What is "Waseda E-Resource Portal"?

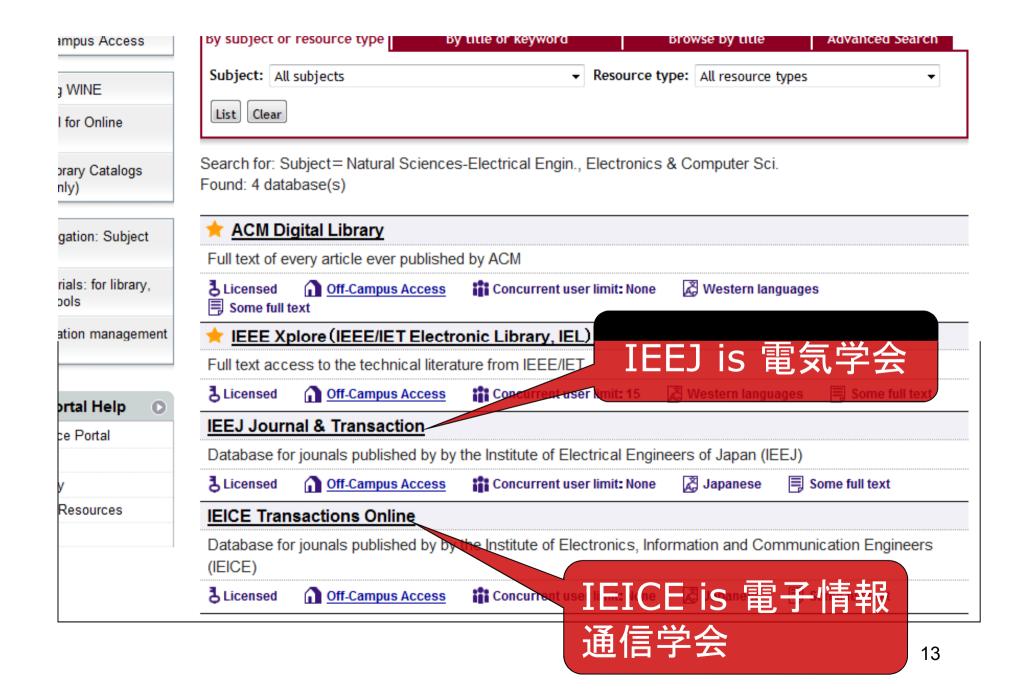
- What's included
 - E-resources (databases, e-journal collections, e-books) <u>subscribed</u> by the Library
 - Free e-resources <u>selected by the Library</u>
- □ Gateway to find e-resources
 - Help you select the best e-resource for you
 - Quick links to highly used e-resources
 - Select by subjects and material types

Quick links to Recommended databases



Select by Subject/ Material type





3. Using E-Resources

1. Select an E-Resource

How to select an appropriate e-resource

2. Know useful functions

- Search functions
- Other useful functions

3. Learn how to use

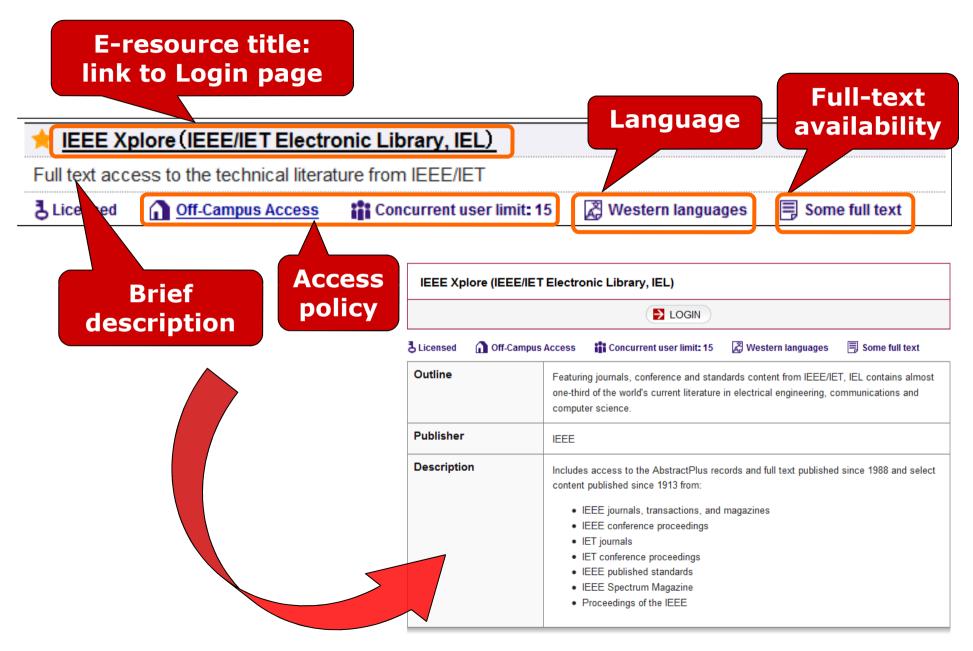
Terms & conditions

3. Using E-Resources

1. Select an E-Resource

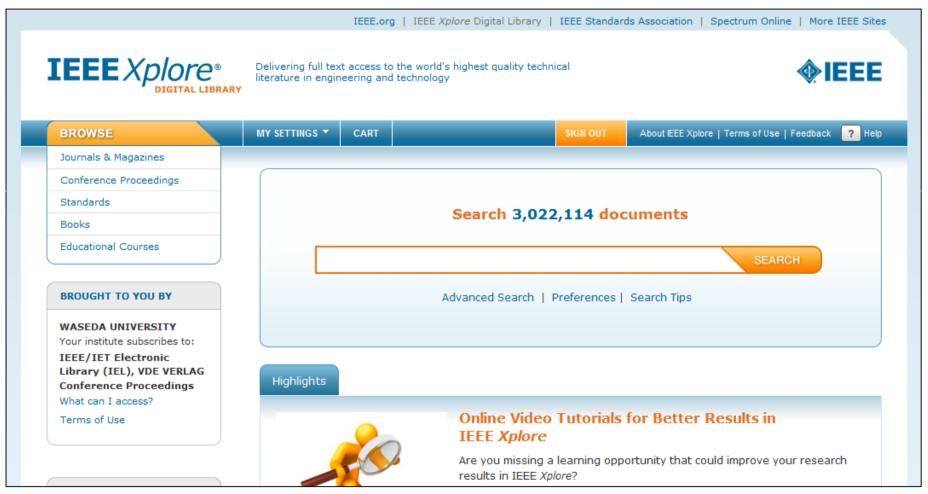
- ☐ Tips for selecting an appropriate e-resource
 - Subject area
 - Type of content (e.g. fullutext, abstracts...)
 - Coverage (e.g. time span, region, language)
 - Update frequency
 - Impact in the selected field
 - Terms & conditions (e.g. access policies, system requirements)

3-1. Select an E-Resource



3-1. Select an E-Resource

Example: IEEE Xplore



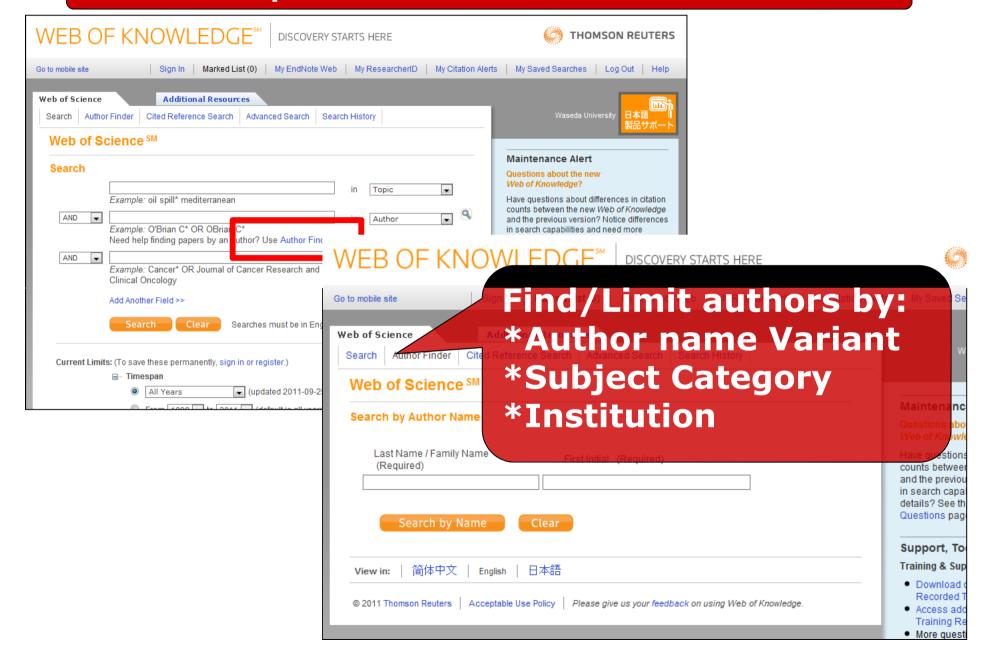
- 3. Using E-Resources
- 2. Know Useful functions
- 1. Similar rules among all DBs

 Title, Author, keywords, Abstract, Full-text...
- 2. Choose search terms and make search queries

"comput*" or "comput?" (Wild-card)

- 3. Elavuate results → Revise queries by changing words, "thesaurus"
- 4. Check "HELP" in the e-resource or Return to the login page to visit "how to use" for guide

3-2 Example: Author Finder of "Web of Science"



"Web of Science" contains citation links



3. Using E-Resources

2. Useful Functions

- □ Other useful functions
 - Save and email search results
 - Set alerts (e.g. search alerts, new issue alerts)
 - Personalization (e.g. register favorite journals, set e-mail and display preferences, save search queries)

You may be required to register to access these functions.

E.g. Search alert email from "Web of Science"

```
件名: ISI Web of Knowledge Alert - literacy and librar
   差出人: noreply@isiknowledge.com
    返信先: Do Not Reply@isiknowledge.com
  送信日時: 2010/03/05 11:05
     宛先:
                 waseda.ip
 ISI Web of Knowledge Search Alert
                   Web of Science
 Product:
History Name: literacy and librar
Description:
                  literacv and librar*
Alert Expires: 30 JUL 2010
Alert Query: Topic=(literacy and librar*)
Results Found: 5 new records were found this week (5 in this e-mail)
 Organization ID: 2e41d1939a25e894c8e3fcfb1e6388be
Note: Instructions on how to purchase the full text of an article and He
information are at the end of the e-mail.
*Record 1 of 5. Search terms matched: LIBRARIES(1)
*View Full Record:
http://gateway.isiknowledge.com/gateway/Gateway.cgi?GWVersion=2&SrcAuth=Alo
*Order Full Text
```

3. Using E-Resources

3. Learn How to Use

Terms & conditions of use

- Please read terms & conditions of use before using e-resources
- User Instructions for Databases, Electronic Journals, etc.

http://www.wul.waseda.ac.jp/imas/help-e.html



Systematic download is strictly prohibited.

4. Searching Full Text

1. Reading E-Journals

- What are e-journals
- How to find e-journals

2. Reading E-Books

- What are e-books
- How to find e-books

3. Other types of E-resources

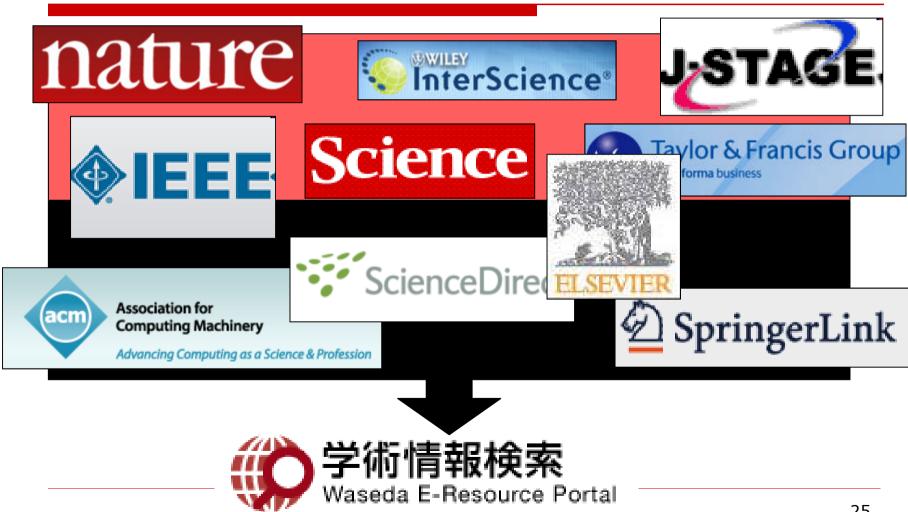
■ Theses, Standards, Patents ...

4. If Full Text is Unavailable Online

- Using print collections at KSRP Media Center
- Request materials from Waseda or other libraries
- Purchasing items online

4. Searching Full Text

1. Reading E-Journals



Example: THE ACM DIGITAL LIBRARY



Japan Academic Open Consortium Waseda University Library SIGN IN SIGN UP

SEARCH

Full text of every article ever published by ACM and bibliographic citations from major publishers in computing.

- Using the ACM Digital Library
 - For Consortia Administrators

Announcements

- Call for Nominations: ACM Transactions on Graphics
 ACM is seeking an Editor-in-Chief for its <u>Transactions on Graphics (TOG)</u>.
 The deadline for nominations is November 30. Visit the <u>EIC search page</u> for more information
- Call for Nominations: Editor-in-Chief, ACM Selected Readings Series
 ACM is seeking an Editor-in-Chief for its ACM Selected Readings Series, a
 new publication series of readings on specific topics. The deadline for
 nominations is October 31. Visit the EIC search page for more information.
- Software and Information Systems Category Editors Needed for Computing Reviews

Computing Reviews, the post-publication review and comment journal of ACM, is seeking volunteers interested in serving as a category editor for a segment of the software area, and as a category editor in the information systems area. Please see the <u>Software Category Editor search page</u> or the Information Systems Category Editor search page for more information.

Recently loaded issues and proceedings:

(available in the DL within the past 2 weeks)

Advanced Search Browse the ACM P

Browse the ACM Publications:

- Journals/Transactions
- Magazines
- Proceedings

Browse the Special Interest Groups:

Special Interest Groups (SIGs)

Browse the Conferences:

- Recent and Upcoming Conferences
- Conference Listing

Browse the Special Collections:

- ACM International Conference Proceeding Series (ICPS)
- Classic Book Series
- ACM Oral History interviews

Browse the Publications by Affiliated Organizations

Browse all literature by type [select a type] ▼

Browse all literature by Publisher

Browse by the ACM Computing Classification System



The Encyclopedia of Computer Science

- 4. Searching Full Text
- 1. Reading E-Journals cont.
- ☐ How to find e-journals
- 1. Using search engines (e.g. Google)
- 2. Searching "Waseda Portal for Online Journals" or "WINE" for the journal title *WINE=Our Library Catalogue
- 3. Use full-text links on databases: "FindFulltext@Waseda" (Link resolver)

4-1-2. Find by Journal TITLE

in "Waseda Portal for Online Journal"

早稲田大学電子ジャーナル・ポータル The Waseda Portal for Online Journals -

- 自宅など学外から利用する場合は、まず「学外アクセス」サービスにログインしてください。
- 本学が利用契約した有料ジャーナル類のうち、欧文ジャーナルと、一部の日本語ジャーナ ルが収録されています。一部、無料一般公開のジャーナル類も含まれています。
- 利用にあたっては「データベース・電子ジャーナル等の利用上の注意」を必ずご一読くださ

Find e-journals by title or ISSN / 雑誌名 ISSNからさがす

▼ Neural Networks Title begins with

A-7 Title List / 雑誌名の頭文字でさかす

In order to access to licensed journals from off-campus, you need to log into "Off-Campus Access" service first.

- E-iournals licensed by Waseda University are listed. Some Japanese iournals and open
 - Select search option and enter a title or keywords, then click "Search"

0-9 (日本語を含む) A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Subject / 雑誌の主題でさかす

a subject category -- 🔻 Search -- Please

to get to the full-text of an citation Use Citatio

Database / 収録DB・ジャーナル出版社

- You can also
- choose journal
- by Subject
- American Institute of Mathematical Sciences

Journal titles are often cited as abbreviated form.

Example:

*Journal of the Association for **Computing Machinery** *Journal of the ACM

*JACM, etc...

早稲田大学電子ジャーナル・ポータル

tal for Online Journals -

- 自宅など学外から利用する場合は、
- ■本学が利用契約した有料ジャーナル類
- U16

Example of Citation:

が収録されています。一部、無料一般は Hirasawa K, Wang X, Murata J, Hu J, and ■利用にあたっては「データベース・電井 Jin C. Universal learning network and its application to chaos control. Neural Networks 2000; 13-2: 239-253.

Check coverage data

that includes the

and select the resource

volume/issue needed.

<u>あいうえおかきくけこさしすせそたちつてとなにぬねのは</u>

24 records retrieved for the search: Title begins with

Neural networks

See: IEEE transactions on neural networks (1)

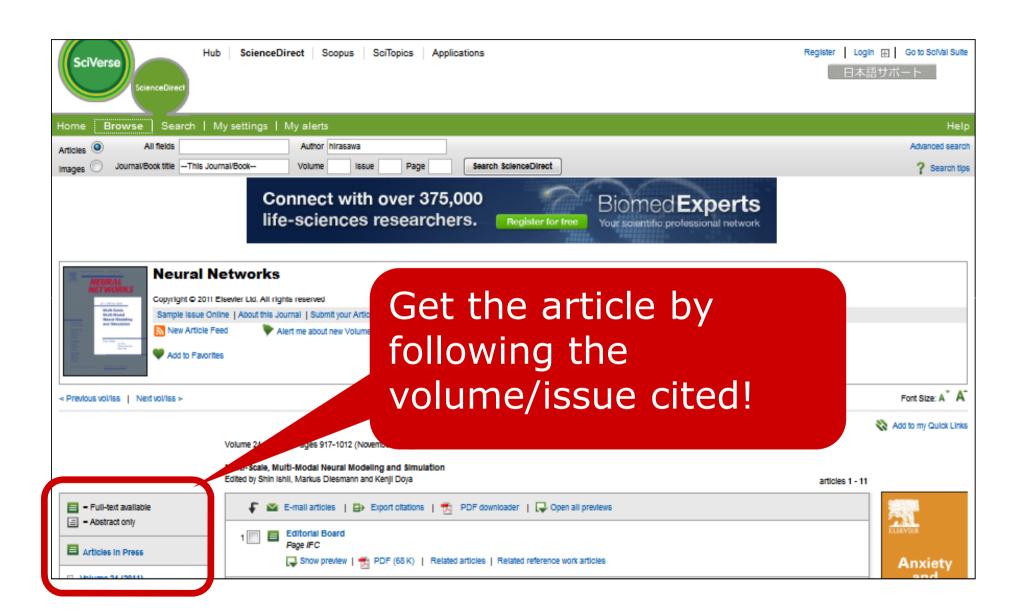
from 1990 to present in IEEE/IET Electronic Library

Neural networks (0893-6080) Look up Article More full text options

from 1988 to 1994 in Science Direct Computer Science Backfile

from 1988 to 1994 in Science Direct Neuroscience Backfile

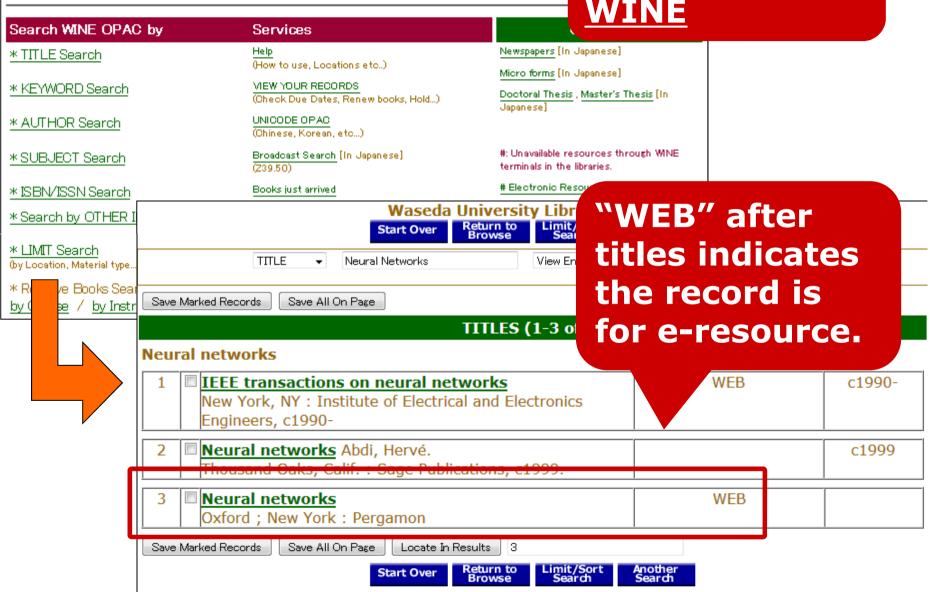
from 1995 to present in Science Direct Freedom Collection

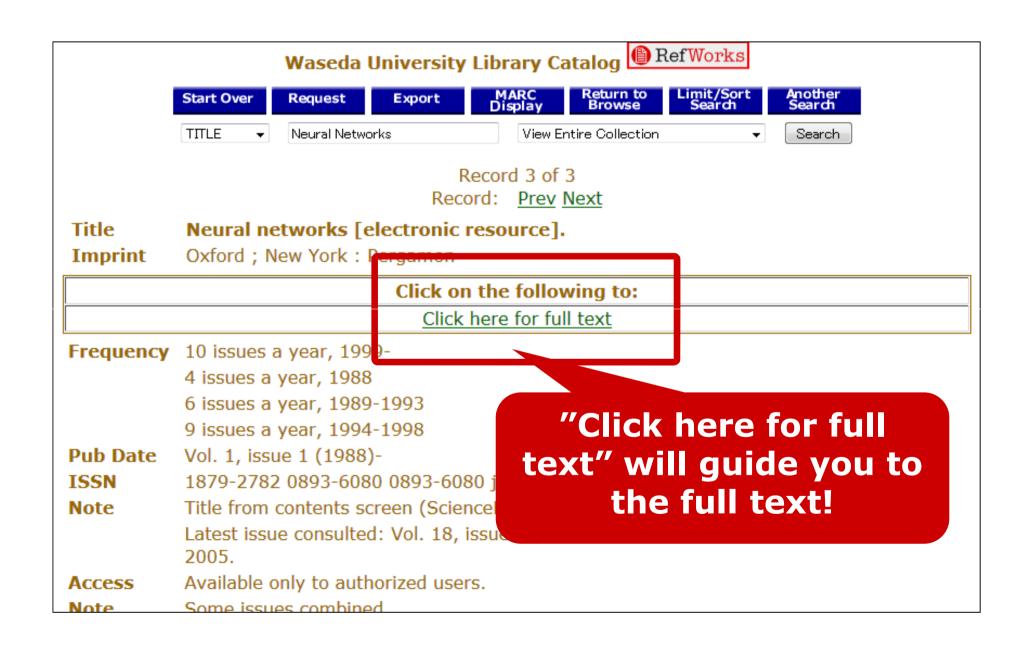




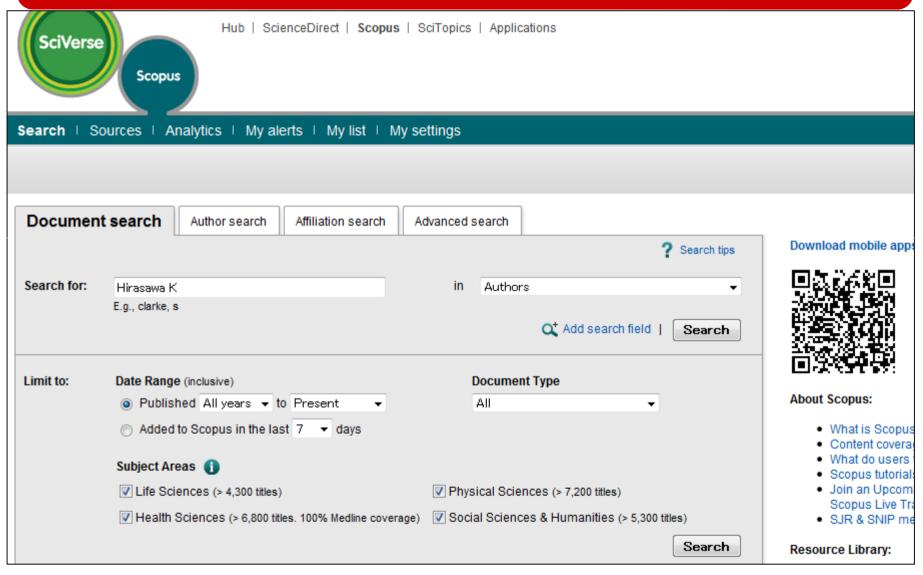
WINE 早稲田大学 学術情報検索システム Waseda University Library Catalog

4-1-2. Find by journal title in WINE





4-1-3. Use Full text links at databases (SciVerce Scopus)





This

Journal

This Article

> View This

Article

1. Click "FindFulltext" at the result page



1995 - present

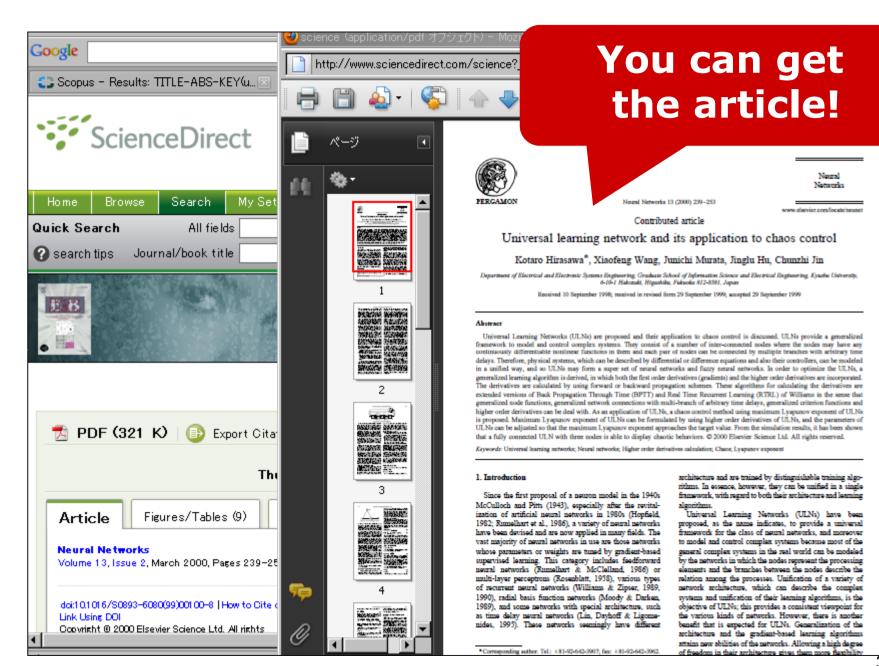
FIND FULLTEXT @ WASEDA - 早稲田大学で利用できるフルテキストをさがす -



Search criteria: Refine or alter criteria Universal learning network and its application to chaos control Article: Author: Hirasawa, K. Journal: Neural networks 2. Click "View This ISSN: 0893-6080 Date: 2000 **Article**" Volume: 13 Issue: Page: Content is available via the following lip! Direct Link Goverage Range Resource

Publisher via CrossRef

ScienceDirect Freedom Collection



4. Searching Full Text

2. Reading E-Books

- Major e-book collections
 - NetLibrary
 - SpringerLink

More than 300,000 titles available!

- ☐ How to find E-Books
 - By book title in the library catalog "WINE"
 - By collection name in "Waseda E-Resource Portal"

Waseda University Library subscribes:

Lecture notes in computer science (0302-9743)

from 1973 to present in **Springer Book Series**

LNCS

4. Searching Full Text

3. Other types of e-resources

- Theses, Dissertations
 - ProQuest Dissertations & Theses
 - Networked Digital Library of Theses and Dissertations (NDLTD)
- Standards
 - IEEE Xplore (IEEE published standards)
 - ISO Standards
 - Japanese Industrial Standards Committee (JISC)

You can find them at

4. Searching Full Text

3. Other types of resources

- Proceedings, Transactions, Technical reports
 - Search by title via WINE / EJ Portal
- Patents
 - EPO (European Patent Office)
 - USPTO (United States Patent and Trademark office)
- Newspapers
 - Over 50 languages, 92 countries, 1,700 titles...
- Laws and Cases
 - Lexis.com (U.S.), LEX/DB (Japan)

You can find them at



- 4. Searching Full Text
- 4. If Full Text is unavailable online
- □ Find print collections at Kitakyushu Science and Research Park (KSRP) Media Center
 - http://media.ksrp.or.jp/
- ☐ Request materials in Waseda University Library
 - WINE(WUL Online Catalog)
 http://wine.wul.waseda.ac.jp/
 - Borrowing books (No charge) or Requesting articles (Copying fee is charged)



Please ask at KSRP Media Center for requesting materials.

4. Searching Full Text

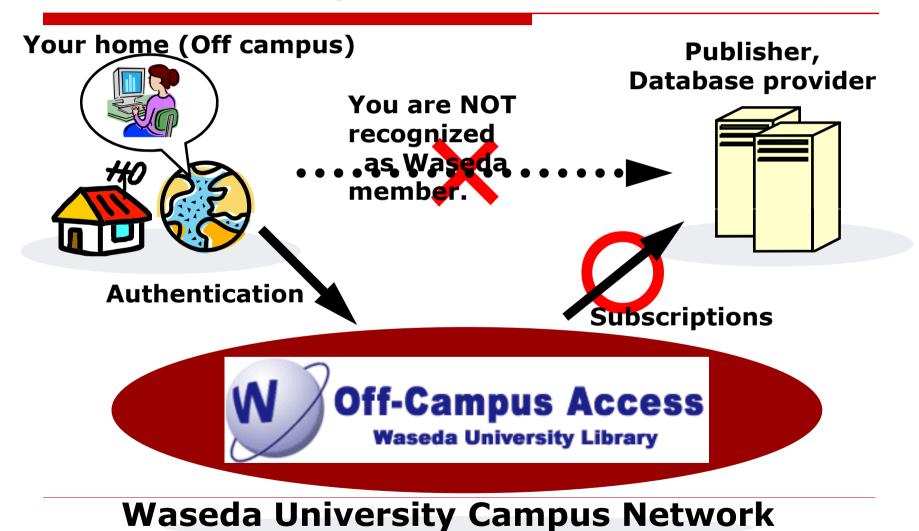
4. If Full Text is unavailable online

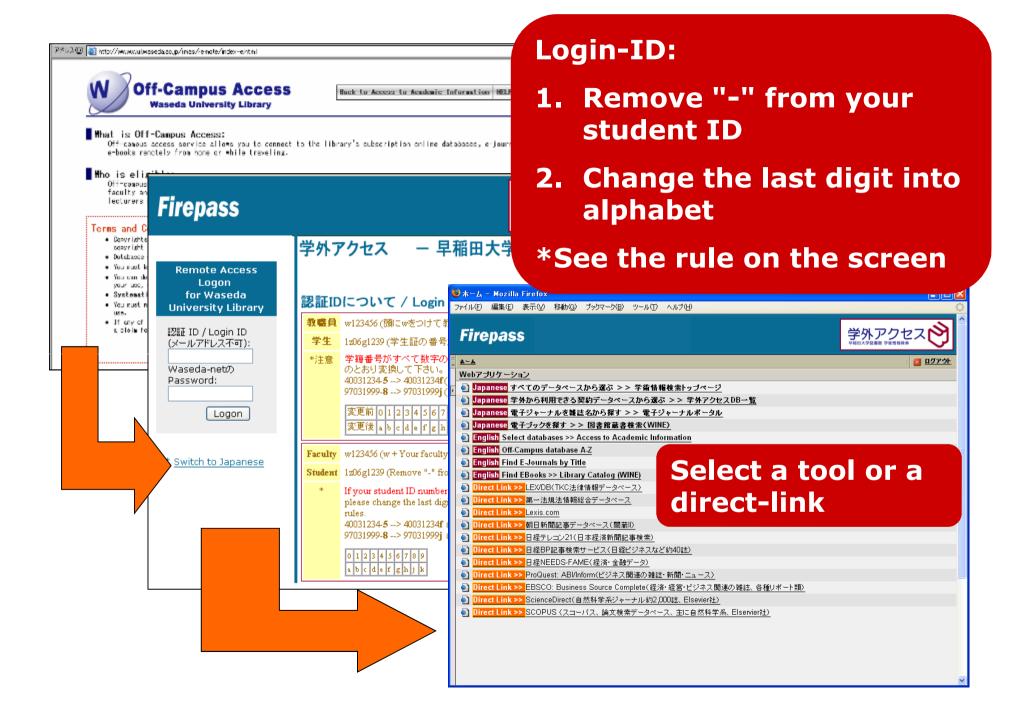
- □ Request materials from other libraries (InterLibrary Loan, ILL)
 - Borrowing books and requesting articles (Postages and copying fee is charged)
- Purchase articles online
 - Check with EJ-portal whether Waseda has the subscription, before purchasing articles.



Please ask at KSRP Media Center for requesting materials.

5. Connefting DBs from Off-Campus





6. Managing Citations

1. What is RefWorks? ® RefWorks



- 1. Manage bibliographic information
 - Import records from WINE or other databases and create your own bibliographic database
- 2. Manage citations
 - Create citations and bibliographies using imported records
- 3. Web-based service
 - No special software needed
 - Accessible from anywhere via the Internet

6. Managing Citations

2. How to Use RefWorks

- Creating a personal account
 - Sign up for an individual account before you start
- 2. Login to RefWorks
 - Group code will be notified after you sign up. When you login from off-campus, you will need this code.



6. Managing Citations

2. How to Use RefWorks cont.

3. Importing data

- Direct import
 - Web of Science
 - □ SciVerce Scopus
 - WINE



4. Creating citations and bibliographies

- Write-N-Cite (plug-in to MS Word)
 - Insert parenthetical references into a Word document as you write.
 - Automatically generate a bibliography of the sources cited within the document.

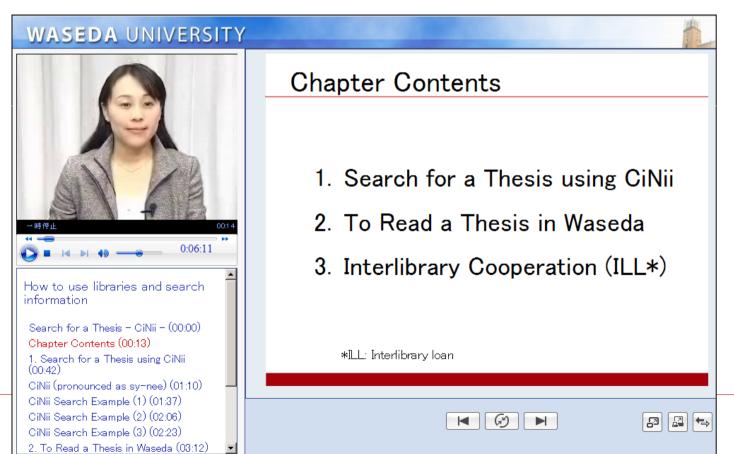
7. Media Center at the KSRP

- Detail Information
 - Brochure
 - Web Site http://media.ksrp.or.jp/
- Library Guidance
 - 4th & 7th October 4:30pm 5:15pm
 - 5th October 1:30pm 2:15pm
- Database Lecture Classes
 - CiNii JDream II etc.

8. Other useful contents

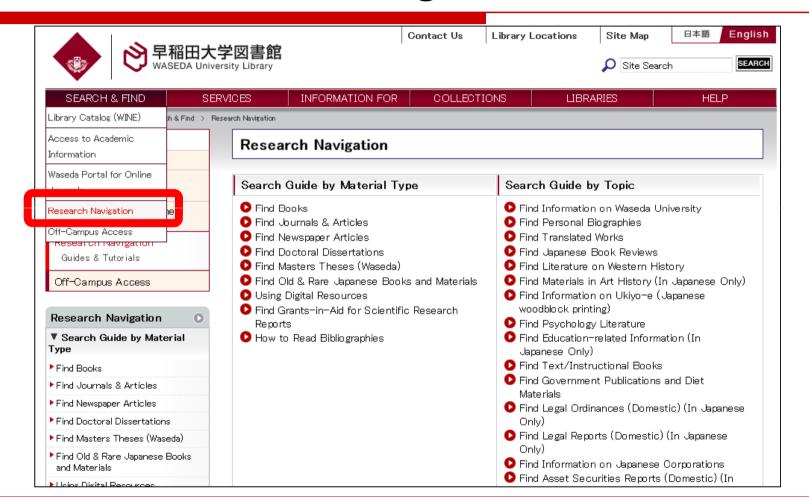
1. Waseda Life ABC

- Waseda-net Portal
 - >> Classes and Course Registrations >> Course N@vi



8. Other useful contents

2. Research Navigation



Need Help?

- Questions about e-resources...
 - Waseda University Library info@wul.waseda.ac.jp
- Other reference questions & Interlibrary loans
 - KSRP Media Center http://media.ksrp.or.jp/