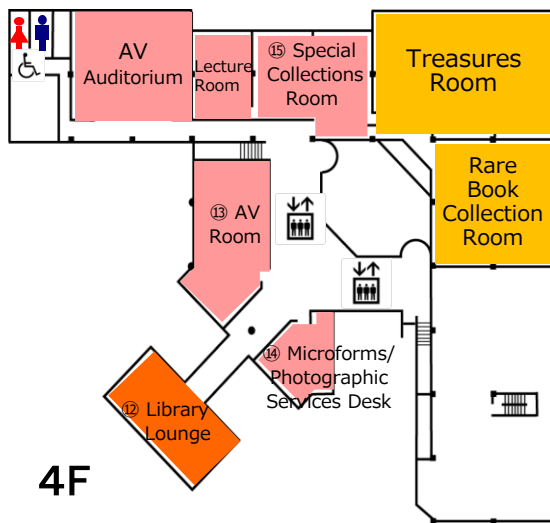
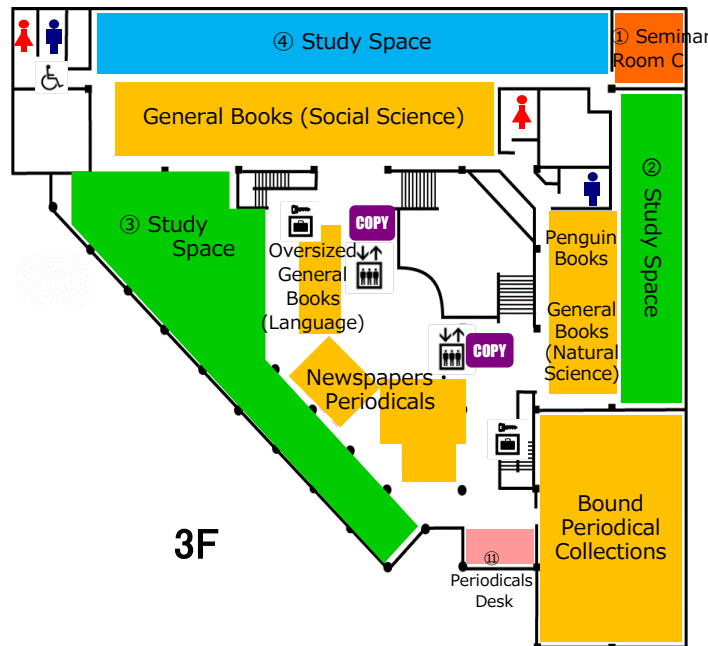
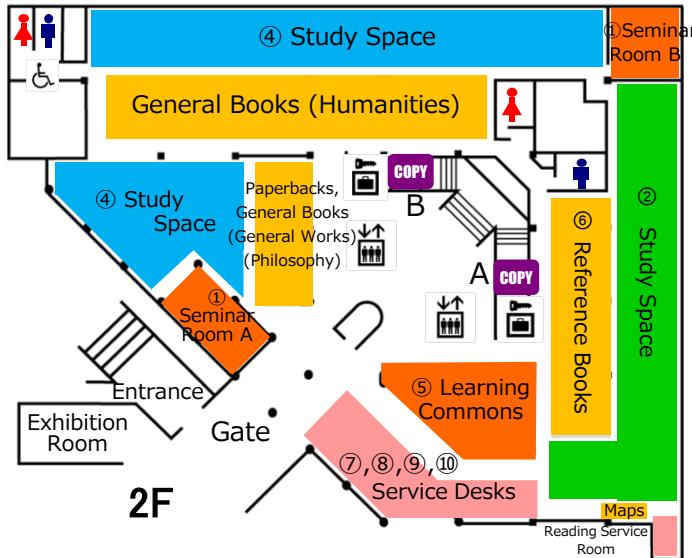




Central Library Floor Map

Waseda University Library
User's Guide No.22-E
Feb 1, 2016

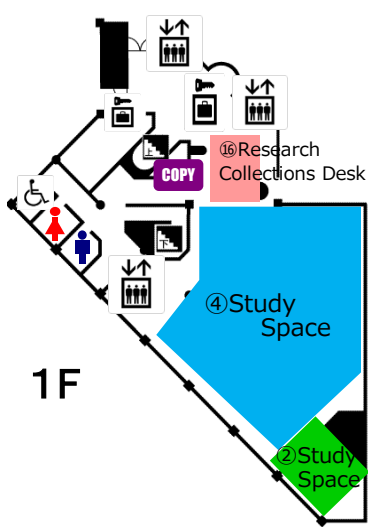


Continue to back side

Zoning Policy (Orange, Green and Blue)

- Orange**
 - Allowed: talking, computer and devices
 - Green**
 - Allowed: computer and devices
 - Not Allowed: talking
 - Blue**
 - Not Allowed: talking, computer and devices
 - Yellow** Library Materials (Books, Periodicals, etc.)
 - Pink** Service Desks, Other Library Facilities, etc.
- Restroom Elevator
 Locker Copier

- ① Seminar Room A, B, C (2F & 3F) Orange Zone**
No reservation is required. PC and devices are allowed. Wireless LAN and power outlets are available. LAN jacks are also available in Seminar Room A.
- ② Study Space (1F, 2F, & 3F) Green Zone**
Wireless LAN and power outlets are available.
- ③ Study Space (3F) Green Zone**
Power outlets are available.
- ④ Study Space (1F, 2F, & 3F) Blue Zone**
Silent area.
- ⑤ Learning Commons (2F) Orange Zone**
Area for group study. Desktop computers (Waseda-net mail address required), wireless LAN, and power outlets are available. Printers are not available.
- ⑥ Reference Books (2F)**
Dictionaries, encyclopedias, statistical books, etc. are shelved (in-library use only).
- ⑦ Information Desk (2F)**
Ask about lost-and-found items here.
- ⑧ Circulation Desk (2F)**
Open until 30 min. before closing time. Borrow and return books here.
- ⑨ ILL Service Desk / Help Desk (2F)**
Open until 30 min. before closing time. Pick up the photocopy or material you requested with ILL here.
- ⑩ Reference Desk (2F)**
Open until 7 p.m. (Sat. & Sun.: closed). Ask questions about how to find specific information or how to use library resources and services here.
- ⑪ Periodicals Desk (3F)**
Open until 30 min. before closing time. To enter Bound Periodical Collections Room, show your ID card here. Put your belongings in the locker.
 - CD-ROM → available until 60 min. before closing time.
 - Microform → available until 90 min. before closing time.
- ⑫ Library Lounge (4F) Orange Zone**
Open until 6:50 p.m. (Sat.: 4:50 p.m. & Sun.: closed). Available for group study and also for a break. No food is allowed.
- ⑬ AV Room (4F)**
Open until 7 p.m. (Sat.: 5 p.m. & Sun.: closed). AV materials are available here. You cannot check them out. You cannot bring in your own materials.
 - Audio Material → available until 30 min. before the room closes
 - Visual Material → available until 60 min. before the room closes
 - Booth → available until 10 min. before the room closes
- ⑭ Microforms / Photographic Services Desk (4F)**
Open until 7 p.m. (Sat.: 5 p.m. & Sun.: closed). Microforms and photocopy service are available here.
- ⑮ Special Collections Room (4F)**
Open until 7 p.m. (Sat.: 5 p.m. & Sun.: closed). Rare materials are available here.



⑩ Research Collections Desk (1F)

Open until 30 min. before closing time. To enter Research Collections Rooms, show your ID card here. Put your belongings in the locker.

- Borrowing and returning books shelved in Research Collections Rooms.
- Application for using Meiji era books
- Application for using Private Reading Rooms
- Picking up the materials with the location "A-Central 1F: AUTO"
- To retrieve the materials with the location "A-Central 1F: AUTO," submit the request from WINE terminals in the Central Library. You can submit the request until an hour before closing time.

⑰ Private Reading Rooms (B1 & B2)

Available until 30 min. before closing time. Faculty, staff, grad. students and green library card holders can use. Apply at Research Collection Desk. Wireless LAN, LAN jacks, and power outlets are available.

☆ About Research Collections Rooms **Green Zone**

The materials categorized by Waseda classification are mainly shelved on B1, and the materials categorized by NDC are shelved on B2. PC and devices are allowed. Conversation is not allowed. Wireless LAN is available.

- Reading Carrels
About 80 carrels are available.
- Oversized Book Shelf (B2)
Oversized materials categorized by NDC are shelved.
- Oversized Book Stack (B2)
Oversized materials categorized by Waseda are shelved.
- Chinese books
NDC: Chinese Book Stack (B2)
Waseda Classification: Mobile Book Shelf (B1)
Books transferred from Toyama Library: Mobile Book Shelf (B1)
- Korean books
NDC: Korean Book Stack (B1)
Waseda Classification: Mobile Book Shelf (B1)
Books transferred from Toyama Library: Mobile Book Shelf (B1)

☆ About Photocopiers

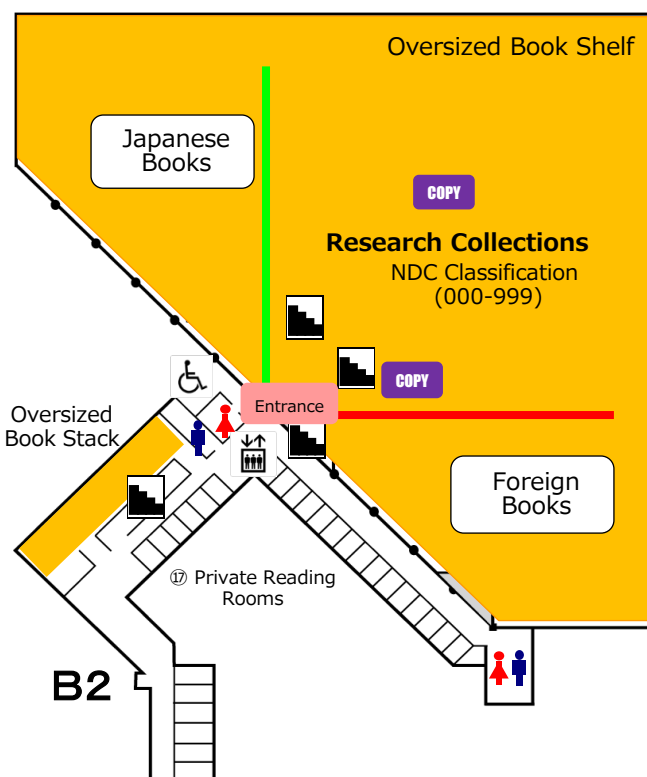
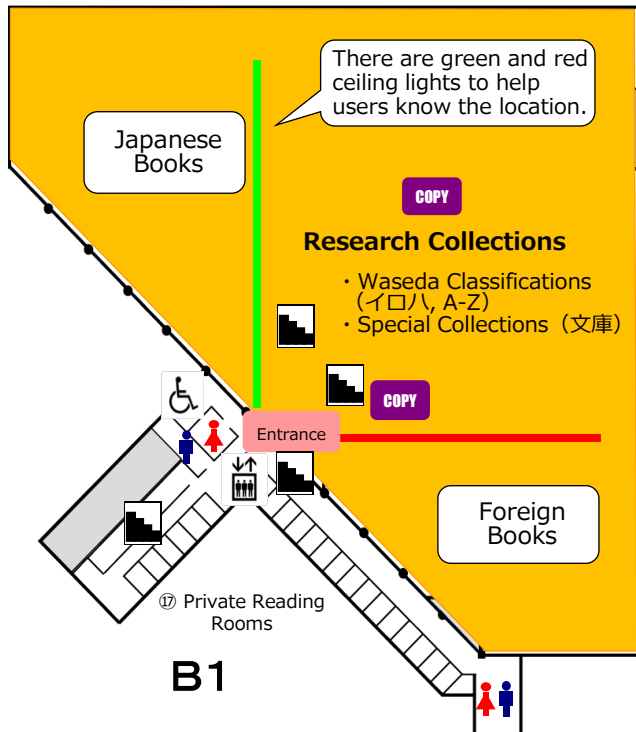
Available until 20 min. before closing time.

- Copy Card Vending Machines
On B2, B1, and 1F; in Copy Room B (2F); by the copier on the Periodicals Desk side of 3F; in the Bound Periodical Collections Room (by the entrance)
- Coin-operated copiers
On B1 and 1F; in Copy Room A (2F); on the Periodicals Desk side of 3F; in Periodical Collections Room (3F & 4F)
- Color Copier
On B1 and B2 (near the entrance); in Copy Room B (2F); on the Periodicals Desk side of 3F; in the Bound Periodical Collections Room (4F & 5F)
- Black and White Copier
On every floor from B2 to 3F

☆ Library General Rules

- * Open hours may be changed during spring, summer and winter breaks.
- * To use locker or umbrella stand, please prepare a 100 yen coin.
- * Only 1,000 yen bill is accepted to purchase a copy card.
- * In the library, smoking and eating are prohibited. Drinks with lids are allowed in designated areas.
- * Using cameras, scanners, or other recording equipment in the library is prohibited.
- * Please use library materials with care to prevent damage and lost.
- * Please refrain from talking over the phone in the library. Cell phones must be turned to silent mode.
- * Please keep valuables with you all the time.

♪ Thank you for your cooperation to use library in courteous manner.



Detailed floor map is available in the library or on the library website.