




Science & Engineering Library

Library Guidance

Fall 2018

Today's PowerPoint will be uploaded to the website



Waseda University Library
Waseda University

News	Search & Find	Services	User Index	Collections & Publications	Libraries
------	---------------	----------	------------	----------------------------	-----------

[Home](#) > [Libraries](#) > [Science & Engineering Libr...](#)

Libraries

Central Library

S. Takata Memorial Research Library

Toyama Library

Science & Engineering Library

Tokorozawa Library

Libraries & Reading Rooms

Science & Engineering Library

News

Open Hours

Library Overview

Services


For Visitors

Guide (Help)

Requests

Collection Guide

Facility



News

Today's Goals

- 1 To get the overview of Waseda University Library**
- 2 To understand how to use Science & Engineering Library**
- 3 To understand how to use WINE, Waseda's Library Catalog**



How many libraries are there in WU?

More than 20



Campus Libraries



Central Library



Other Libraries
and Reading Rooms





How many books does WUL have?

over
5,800,000
books!





Are there any rare materials?

Cultural Heritages



2 Important Cultural Properties





Service Hours?

Service Hours During the Term

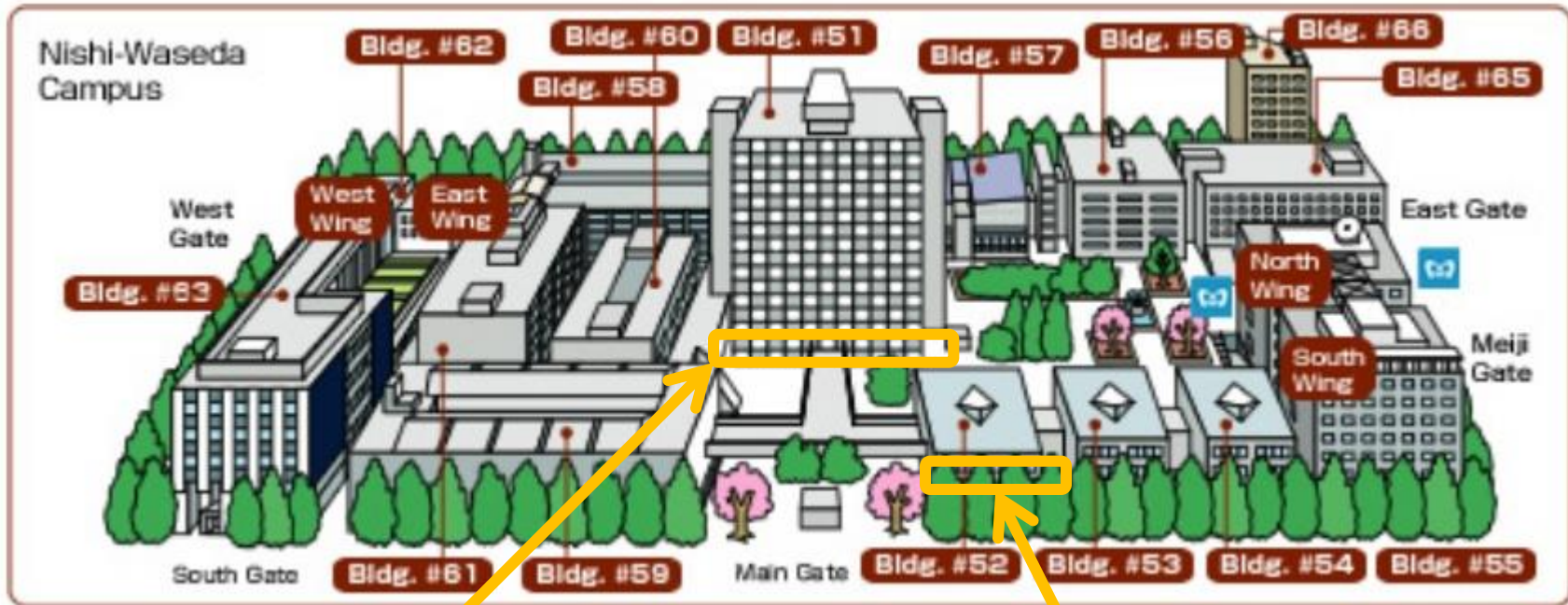
Science & Engineering Library	Mon. - Fri.	Sat.
	9:00 - 21:00	9:00 -19:00
Central Library(*)	9:00 - 22:00	9:00 -22:00

***Open on Sundays 10:00 - 17:00**



Science & Engineering Library and Students' Reading Room

Nishi-Waseda Campus



**1st Basement
Science & Engineering
Library**

**1st Basement
Students'
Reading Room**

Science & Engineering Library

(Basement of Bldg. No. 51)

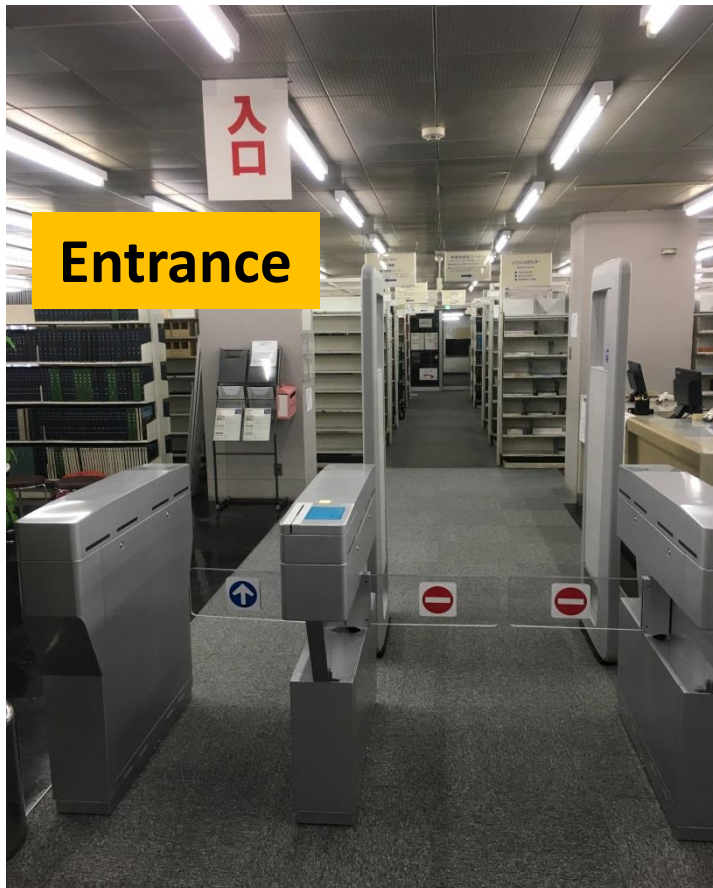
- Research Library
- Many Books & Journals, including English materials
- Reference Service



Stairs to the Sci. & Eng. Library

How to enter the Library

Science & Engineering Library entrance is operated by the automated entrance system with user's ID card.



Science & Engineering Library

(Bldg. No. 51)

Circulation Desk



Reference Desk



Science & Engineering Library

(Bldg. No. 51)

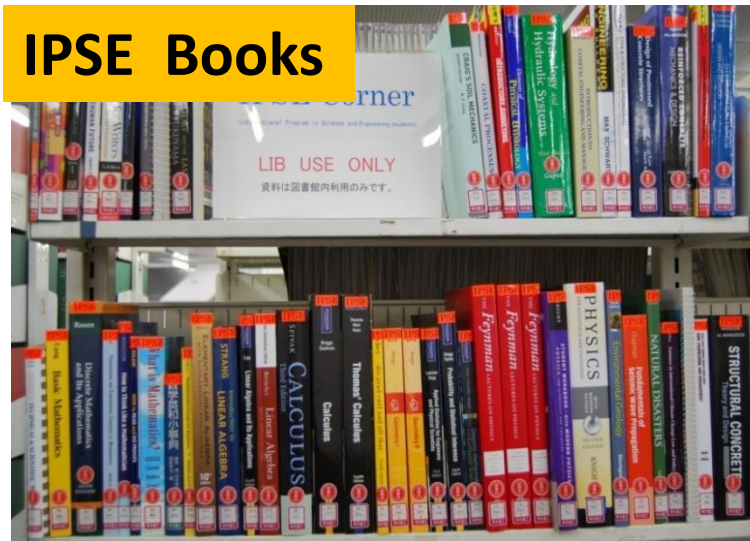
Search Terminals



Learning Assistant Desk



IPSE Books



Science & Engineering Library

(Bldg. No. 51)

Newly Arrived Journals



Reference Books



Science & Engineering Library

(Bldg. No. 51)

B1 Study Space



B2 Study Space



Science & Engineering Students' Reading Room

(Basement of Bldg. No.52)

- **Science and engineering books related to the courses**
- **Multiple copies for frequently used books**
- **Most books are in Japanese**



Center for Japanese Language Students' Reading Room

- Bldg. No. 22 (3F) in Waseda Campus
- Many books and AV materials for learning Japanese
- Materials can be borrowed



How to Search Library Materials



Waseda University Library
早稲田大学 図書館

[JAPANESE](#)

Search WINE OPAC by

- [TITLE](#)
- [KEYWORD](#)
- [AUTHOR](#)
- [SUBJECT](#)
- [ISBN/ISSN](#)
- [OTHER INDEXES](#)
- [LIMIT](#)

(by Location, Material type...)

- Reserve Books Search
[by Course](#) / [by Instructor](#)

SERVICES

- [Help](#)
(How to use, Locations etc..)
- [View Your Records](#)
(Check Due Dates, Renew, Hold...)
- [Mobile Site](#)
(Please use a smartphone or tablet.)
- [Broadcast Search](#) [In Japanese]
(Z39.50)
- [Books just arrived](#)
- [Online Requests](#)
(ILL, Recommended purchases...)

CATALOGS

- [Newspapers](#) [In Japanese]
- [Microforms](#) [In Japanese]
- [Doctoral Thesis](#)
- [Master's Thesis](#)
- *Unavailable resources through
WINE terminals in the libraries.
- *[WINE Plus\(Discovery Service\)](#)
- *[Electronic Resources](#)
- *[e-Journal e-Book List](#)

How to find location / check status on WINE

Waseda University Library Catalog 

[Start Over](#)
[Request](#)
[Export](#)
[MARC Display](#)
[Return to Browse](#)
[Modify Search](#)
[Another Search](#)

WORD View Entire Collection

28 results found. Sorted by **relevance** | [date](#) | [title](#) .

Record: [Next](#)

Author [Turabian, Kate L.](#)

Title **A manual for writers of research papers, theses, and dissertations : Chicago Style for students and researchers / Kate L. Turabian ; revised by Wayne C. Booth ... [et al.].**

Imprint Chicago : University of Chicago Press, 2013.

LOCATION	CALL #	STATUS
A-CENTRAL/B2F KENKYU	F836 00150	DUE 18-09-26
D-RIKOH/IPSE	TE Man	LIB USE ONLY
WH-SOC SCI/CJSP	HO-6 G14 5	ON THE SHELF

Descript xv, 448 p. : ill. ; 24 cm.

dacontent

dia

Location

ISE both : alk. paper)

0226816370 (cloth : alk. paper)

9780226816388 (paper : alk. paper)

0226816389 (paper : alk. paper)

Call #

Status:
on the shelf, missing,
due date, In transit, etc...



Any rules for borrowing and returning?

- You need your **student ID card** to enter the library and borrow books.
- How many books can I borrow at once?
⇒ Up to **15 books** for undergraduate students.
30 books for graduate students.
- What happens if I don't return books by the due date?
⇒ You receive **1 penalty point** per item per day.



#User's library privileges are suspended for 14 days every 50 penalty points.





Search WINE OPAC by	SERVICES	CATALOGS
• <u>TITLE</u>	<u>Help</u> (How to use, Locations etc..)	<u>Newspapers</u> [In Japanese]
• <u>KEYWORD</u>	<u>View Your Records</u> (Check Due Dates, Renew, Hold...)	<u>Microforms</u> [In Japanese]
• <u>AUTHOR</u>	<u>Mobile Site</u> (Please use a smartphone or tablet.)	<u>Doctoral Thesis</u> <u>Master's Thesis</u>
• <u>SUBJECT</u>	<u>Broadcast Search</u> [In Japanese] (Z39.50)	*Unavailable resources through WINE terminals in the libraries.
• <u>ISBN/ISSN</u>	<u>Books just arrived</u>	*WINE Plus(Discovery Service)
• <u>OTHER INDEXES</u>	<u>Online Requests</u> (ILL, Recommended purchases...)	*Electronic Resources
• <u>LIMIT</u> (by Location, Material type...)		*e-Journal e-Book List
• Reserve Books Search by Course / by Instructor		

View Your Record - Renewal, Check or Cancel Your Requests -

Form A - Student, Faculty

Waseda ID (Not your email address)

MyWaseda password

*When you cannot log in, please read [this page](#).

Form B - Others (Who owns Library card, Professor Emeritus)

Library card number etc.

00001234560 (11 digits)

Y0001234560 (11 digits)

Password

*When you cannot log in, please read [this page](#).

Enter from either Form A or Form B, then click

SUBMIT

Notice

1. Form A is unavailable since March 28th, 2017 for professor emeritus or retired. For more details, please read [this page \(in Japanese\)](#).
2. You can't see your penalty from here. Please ask at the counter in the library.
3. After making any request such as renewal, please make sure it is successful.
4. This feature needs a browser which supports Javascript and SSL.
5. This service is not available due to system maintenance from 2:00am to around 2:30am.

How to check your borrowing materials of the Theatre Museum Library

1. Fill the following information in Form B (on the right of the screen).
2. Type the Library Card number (11 digits) on your

Will become available after the entrance ceremony!

How to Access E-Resources

- [Waseda University e-Journal e-Book List](#)
for E-journals and e-books
- [Waseda E-resource Portal](#)
for Databases



Search WINE OPAC by

- [TITLE](#)
- [KEYWORD](#)
- [AUTHOR](#)
- [SUBJECT](#)
- [ISBN/ISSN](#)
- [OTHER INDEXES](#)
- [LIMIT](#)
(by Location, Material type...)
- Reserve Books Search
[by Course](#) / [by Instructor](#)

SERVICES

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(ILL, Recommended purchases...)

CATALOGS

- [Newspapers](#) [In Japanese]
- [Microforms](#) [In Japanese]
- [Doctoral Thesis](#)
- [Master's Thesis](#)
- *Unavailable resources through
WINE terminals in the libraries.
- *[WINE Plus\(Discovery Service\)](#)
- *[Electronic Resources](#)
- *[e-Journal e-Book List](#)

電子ジャーナル・電子ブックリストTOP
e-Journal e-Book List top page
図書館ホームページ
Library top page

WINE Plus
Waseda University Discovery Service

学術情報検索
Waseda E-Resource Portal

Language: [English](#) ▼

- **[Notice]**
 - ・ Registration of e-books on WINE will be terminated on 31 March 2018. E-books can now be found on this e -Journal / e-Book List and on [WINE Plus](#). E-books already registered on WINE remain searchable. (2018.3.12)
 - ・ Electronic journals cannot be searched on WINE. You can search electronic journals on this Waseda University e -Journal / e-Book List. (2018.3.1)
- In order to access to licensed journals from **off-campus**, you need to log into "[Off-Campus Access](#)" service first.
- Contents included as follow:
 - ・ E-journals: E-journals licensed by Waseda University are listed. Some open access journals are also included.
 - ・ E-books: E-books licensee by Waseda University are listed. Some open access E-books are also included.
- Please read [Access and Use Restrictions](#) before using this service.

All Resources

E-Journals Only

E-Books Only



Find e-resources by title or ISSN/ISBN

Title begins with ▼

Search



A-Z Title List

[0-9](#) [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](#) [その他](#)

電子ジャーナル・電子ブックリストTOP
e-Journal e-Book List top page
図書館ホームページ
Library top page

WINE Plus
Waseda University Discovery Service

学術情報検索
Waseda E-Resource Portal

Language: English

All Resources

E-Journals Only

E-Books Only

[0-9](#) [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](#) [その他](#)

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 ひ ふ へ ほ ま み む め も や
ゆ よ ら り る れ ろ わ

Title begins with

Search

-- Please select a subject category --

Search

1 record retrieved for the search: Title begins with "IEEE transactions on professional communication"

IEEE transactions on professional communication (0361-1434) [Look up Article](#) [More full text options](#)
from 1972 to present in [IEEE/IET Electronic Library \(IEL\)](#)

Access Databases

The screenshot displays the Waseda University Library website. At the top left is the Waseda University logo, a red diamond with a white crest, followed by the text "Waseda University Library" and "Waseda University". Below this is a large background image of a library building. A navigation bar contains several tabs: "News", "Search & Find", "Services", "User Index", "Collections & Publications", and "Libraries". The "Search & Find" tab is active, showing a dropdown menu with the following options: "Library Catalog (WINE)", "Discovery Service (WINE Plus)", "E-Resource Portal", "e-Journal e-Book List", "Central Library Search NAVI", and "Off-Campus Access". The "E-Resource Portal" option is highlighted with a yellow rectangular border. A blue hand icon with a pointing finger is overlaid on the "E-Resource Portal" option. To the left of the dropdown menu is a "Calendar" section. To the right is a "News" section with two articles. The first article is titled "Library Services during Summer Vacation (2018/8/3~2018/9/20)" and dated "Wed, 11 Jul 2018". The second article is titled "[Notice] Central Library will be closed on September 1st and 2nd." and dated "Tue, 28 Aug 2018". At the bottom left, there is a date selector showing "2018年 9月" and a "印刷" (Print) button.

Waseda University Library
Waseda University

News Search & Find Services User Index Collections & Publications Libraries

Calendar

Library Catalog (WINE)
Discovery Service (WINE Plus)
E-Resource Portal
e-Journal e-Book List
Central Library Search NAVI
Off-Campus Access

News

Library Services during Summer Vacation (2018/8/3~2018/9/20)
Wed, 11 Jul 2018 All Libs, General

[Notice] Central Library will be closed on September 1st and 2nd.
Tue, 28 Aug 2018 Central Lib, General

中央図書館 Central Lib
2018年 9月
印刷

Access Databases

➔ [Login to Off-Campus Access](#)

➔ [Library Catalog WINE](#)

➔ [e-Journal e-Book List](#)

➔ [Research Navigation: Subject guides](#)

➔ [Guides & Tutorials: for library, databases & tools](#)

➔ [RefWorks: Citation management tool](#)

E-Resource Portal Help

▶ [About E-Resource Portal](#)

▶ [Using this Site](#)

▶ [Icons & Glossary](#)

▶ [Proper use of E-Resources](#)

▶ [Contact Us](#)

Find books or articles:WINE Plus

Search for:

Find databases by subject or resource type

Subject: All subjects

Resource type: All resource types

Recommended databases

Select a database

Find databases by title or keyword

Search for:

Browse databases by title (A to Z list)

[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](#)

Advanced Search

Select a database

----- Find Books -----

1. University Libraries in Japan: CiNii Books
2. National Diet Library (Japan): NDL Online
3. Keio University: KOSMOS
4. Libraries worldwide: WorldCat.org

----- Find Journal Articles -----

5. Japanese articles: CiNii Articles
6. English articles: Web of Science
7. English articles: Scopus

----- Find Newspaper Articles -----

----- Find Newspaper Articles -----

9. Asahi Shimbun: Kikuzo II Visual
10. Yomiuri Shimbun: YOMIDAS
11. Mainichi Shimbun: MAISAKU
12. Nikkei Shimbun: NIKKEI TELECOM21
13. US & UK newspapers: Proquest Newspapers

----- Others -----

14. Encyclopedias, dictionaries: JapanKnowledge Lib
15. Japanese law reports: LEX/DB

[Login to Off-Campus Access](#)

[Library Catalog WINE](#)

[e-Journal e-Book List](#)

[Research Navigation: Subject guides](#)

[Guides & Tutorials: for library, databases & tools](#)

[RefWorks: Citation management tool](#)

E-Resource Portal Help

- [▶ About E-Resource Portal](#)
- [▶ Using this Site](#)
- [▶ Icons & Glossary](#)
- [▶ Proper use of E-Resources](#)
- [▶ Contact Us](#)

Find books or articles:WINE Plus

Search for:

Find databases by subject or resource type

Subject: All subjects

Resource type: All resource types



Recommended databases

Select a database

Find databases by title or keyword

Search for:

Browse databases by title (A to Z list)

[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](#)

News

What's New ▶

New [Mobilizing East Asia Online](#) is now available.
2018.6.13

New [North China Daily News Online](#) is now available.
2018.6.13

New [North China Standard Online](#) is now available.
2018.6.13

Cancel Registration of e-books on WINE will be terminated on 31 March 2017. E-books can now be found on the Waseda University [e-Journal / e-Book List](#) and on WINE Plus. E-books already registered on WINE remain searchable. 2018.3.12

[▶More](#)

Outages & Maintenance ▶

Maintenance [Japan Platform for Patent Information](#)
Saturday, September 8, 9:00 - Monday, September 10, 8:00 / Saturday, September 15, 3:50 - Tuesday, September 18, 8:00 Service will be unavailable due to system maintenance.
2018.8.30

What is it?

Off-Campus Access service allows you to connect to the Waseda licensed databases, e-journals, and e-books remotely from home or while traveling.

Terms and Conditions for Use of Licensed Electronic Resources

- Copyrights for databases and electronic journals belong to the authors or service providers. These rights are protected under the copyright laws and international agreements.
- Databases and electronic journals are restricted for use by Waseda University students, faculty and staff only, unless otherwise noted.
- You must keep the terms and conditions of each service. Be sure to check the "Terms and Conditions" or "User Agreement."
- You can download or print out the contents for the purpose of your own investigation or research, and to the extent necessary to your use, unless otherwise stipulated.
- Users are strictly prohibited to download data through automatic programming, etc. Moreover, downloading a large volume of data in short period of time by hand and/or systematic downloading of specified journals may
- without the provider's permission unless you do it for
- suspend access by the entire university to the service. Matter to your school/department or take an appropriate action.
- To prevent unauthorized use of MyWaseda ID and password, please change your password regularly.
[MyWaseda User Guide - Changing your Password](#)

Will become available after
the entrance ceremony!

➔ **Accept the above terms and go to Login (EZproxy1)**

EZproxy2 is no longer available. Please use EZproxy1.



学術情報検索
Waseda E-Resource Portal

[Help](#)[What's New](#)[Maintenance](#)[Contact U](#)

This site lists e-resources (databases, online journals & e-books) that V
librarians.

[▶ Login to Off-Campus Access](#)[➔ Library Catalog WINE](#)[➔ e-Journal e-Book List](#)[➔ Research Navigation: Subject
guides](#)[➔ Guides & Tutorials: for library,
databases & tools](#)[➔ RefWorks: Citation management
tool](#)

Find books or articles:WINE Plus

Search for: ⓘ

Find databases by subject or resource type

Subject: ⓘ

Resource type: ▼

ⓘ

Recommended databases

▼

Reference Services

- Consultation about the library service & materials
 - Interlibrary Loan
 - Letter of introduction to the libraries in Waseda and non-Waseda libraries
- Requests can be made via [MyWaseda](#), too

Library Online Request

The screenshot displays the MyWASEDA web application interface. At the top, the header includes the MyWASEDA logo, the date and time 'Date Last Used: 02/29/2016 14:46', and the user name 'Waseda TaroRIKO'. Below the header is a navigation bar with tabs for Home, Classes, Research (highlighted in red), Student Affairs, and IT Services. On the left side, there is a sidebar menu with options: Home, Research Management, Chemicals Control, and Research activity report for Science and Engineering Students. The main content area is divided into two sections. The top section, titled 'Research', contains an 'Announcements' box with the text 'No Announcement' and a 'Go to List...' link. The bottom section, titled 'Library Online Request', contains a button labeled 'Library Online Request' which is highlighted with a yellow border. On the right side, there is a sidebar menu with options: Research Resources and Library Online Request (highlighted with a yellow border).

MyWASEDA

Date Last Used: 02/29/2016 14:46 Waseda TaroRIKO

Home Classes Research Student Affairs IT Services

Research Management

Chemicals Control

Research activity report for Science and Engineering Students

Research

Announcements

Research [Go to List...](#)

No Announcement

Research Resources

Library Online Request

Library Online Request

Library Online Request Form

Basic information

Basic information

Quit

- **An incorrect action may occur if you process the request in several windows or tabs simultaneously.**
- After you fill in/ select each box, press "NEXT".
- If you are a junior high school / high school student, do not use this form and please ask at the library of your school.
- Students of Art and Architecture School are not eligible to use this form. Please consult at the Reference Desk at each library.

(*)Required

ID Number : XXXXXX1X0031

Affiliation : School of Creative Science and Engineering

Name : 早稲田 一郎

Name(In Alphabet) : WASEDA, Ichiro

E-mail address : ~~~~~@toki.waseda.jp

Status (*) : Graduate Student (Master's Program)

Grade (*) : 1

Select your inquiry (*) : --- Please select ---
--- Please select ---
ILL (Interlibrary Loans)
Letter of Introduction
Purchase Requests
Request for books in 'PROCESS'

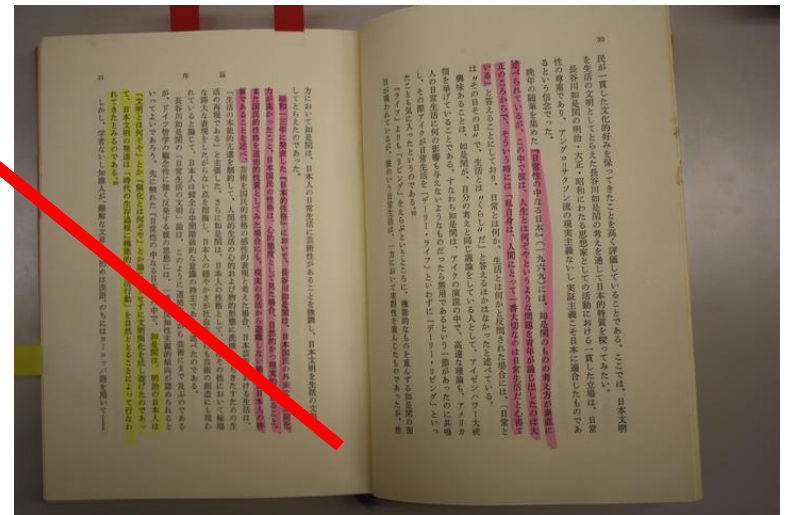
**ILL (Interlibrary Loan)
Letter of Introduction
Purchase Requests
Request for books in
"PROCESS"
Online References**

Next

Use library materials with Love!



**Writing notes,
highlighting, or
putting sticky
notes**



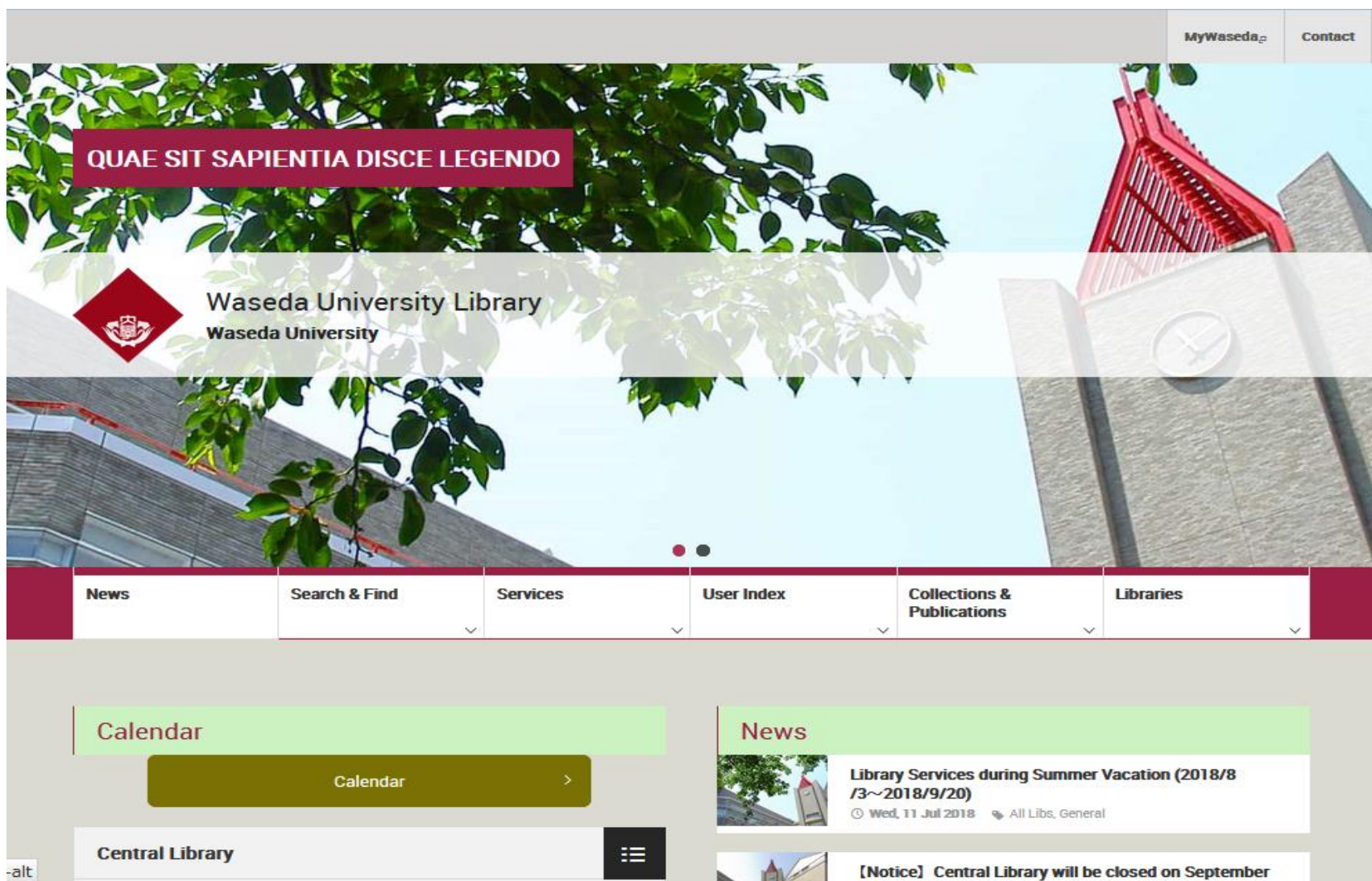
**Spilling
liquid on
books**

**Washing
books with
laundry**


DOs and DON'Ts

- **Keep Your Student ID Card with you all the time.**
- **No smoking, eating, nor talking on the cell-phone.**
- **Refrain from talking. (You can have discussions in the Orange Zones in the Central Library)**

WU Library Website



Today's PowerPoint will be uploaded to the website



Waseda University Library
Waseda University

News	Search & Find	Services	User Index	Collections & Publications	Libraries
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Libraries

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S. Takata Memorial Research Library

Toyama Library

Science & Engineering Library

Tokorozawa Library

Libraries & Reading Rooms

Science & Engineering Library

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Survey

- **Please fill out the survey and hand it to me or other staff. It will help us improve the lecture.**
- **When you have any questions about the Library, feel free to ask at the reference desks or through Library Request on MyWaseda.**

Thank you!



“Library is a treasure house of knowledge.”