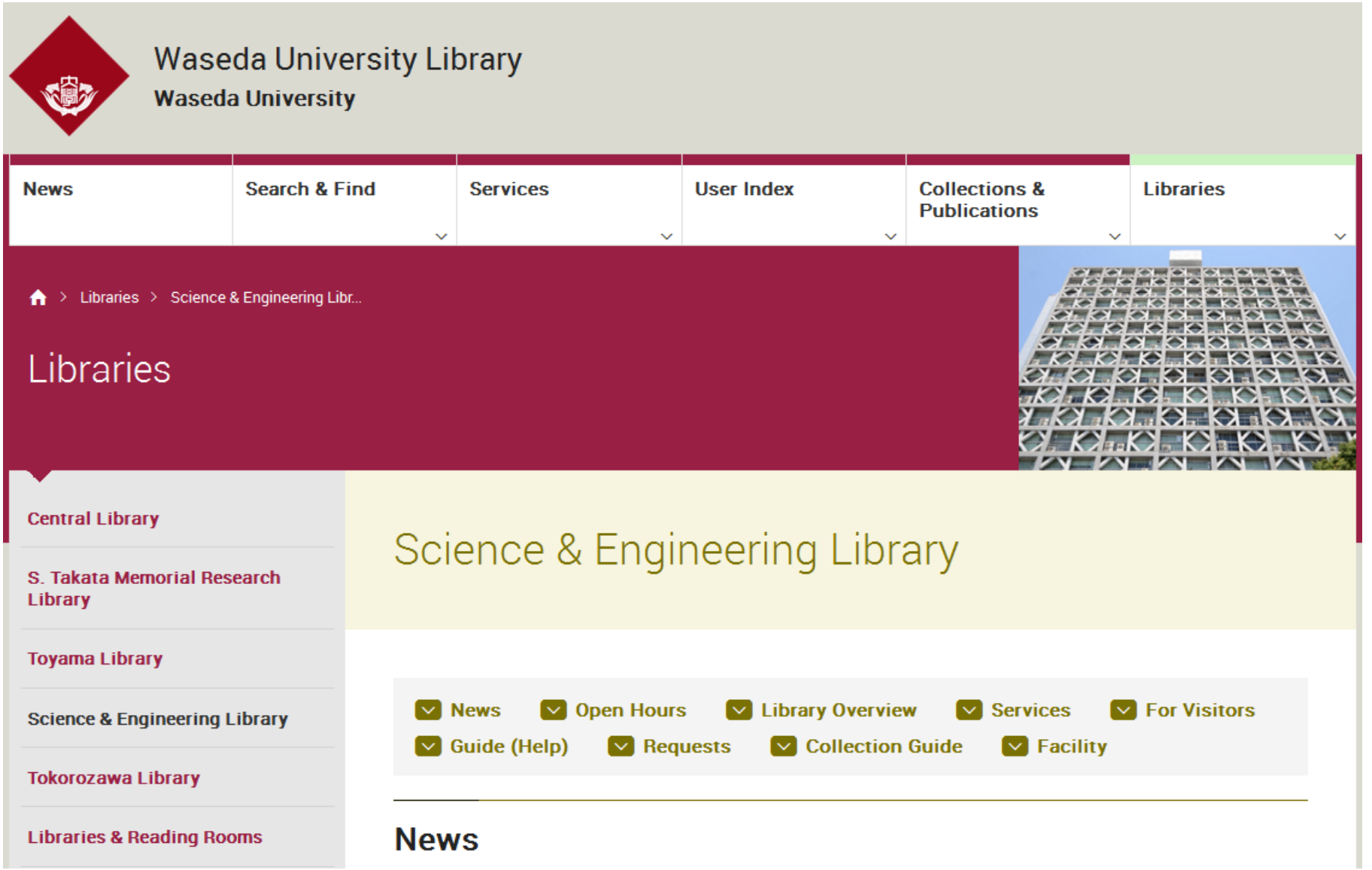
Science & Engineering Library

Library Guidance

Spring 2019

Today's PowerPoint will be uploaded to the website



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?

Are there any rare materials?

Cultural Heritages

2
National Treasures

5
Important
Cultural Properties

Service Hours?

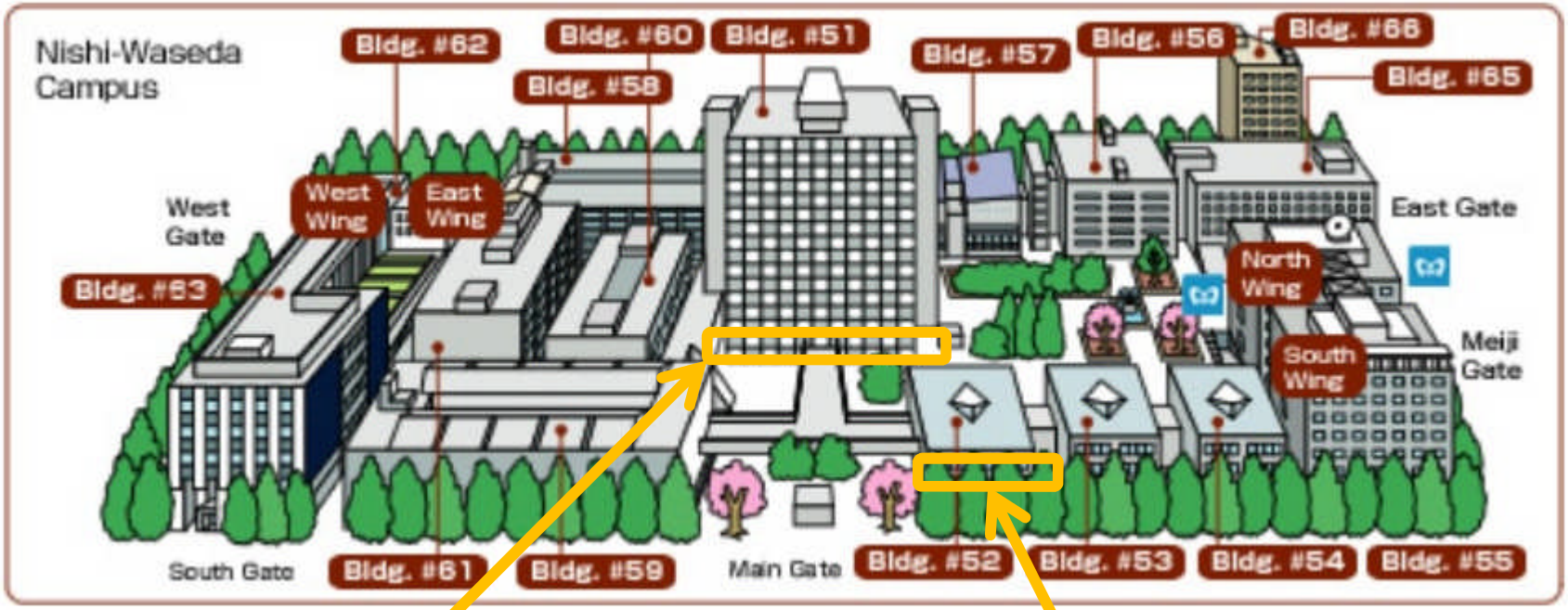
Service Hours During the Term

Science & Engineering Library	Mon. - Fri. 9:00 - 21:00	Sat. 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. Scan your ID card to enter.

Science & Engineering Library

(Bldg. No. 51)

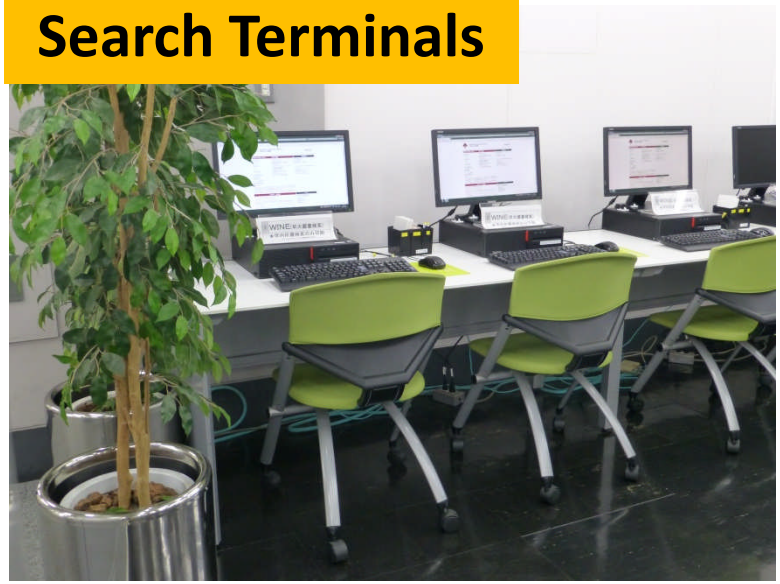
Circulation Desk

Reference Desk

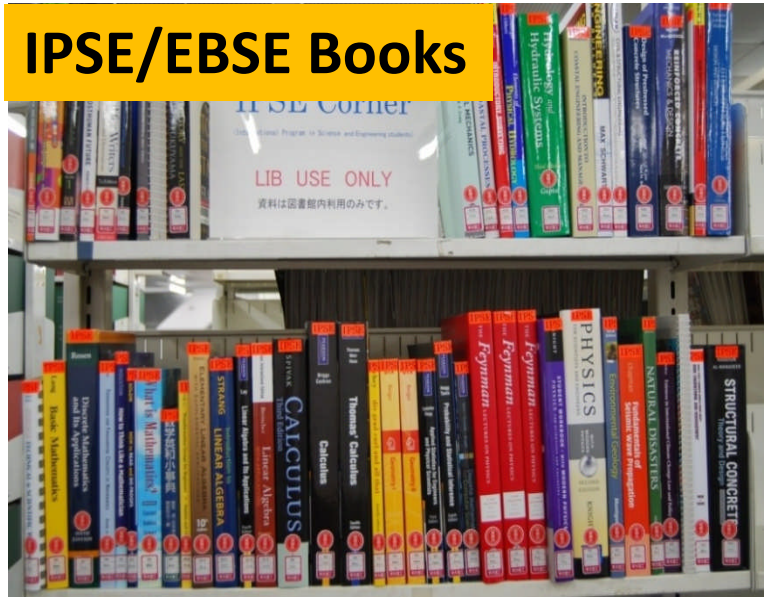
Science & Engineering Library

(Bldg. No. 51)

Search Terminals



IPSE/EBSE Books

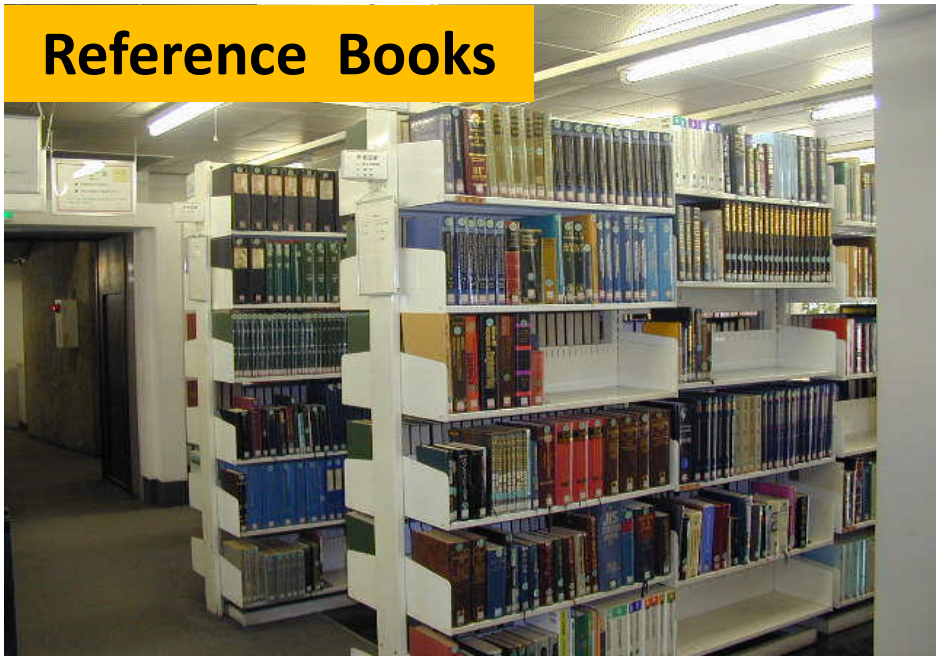


Science & Engineering Library

(Bldg. No. 51)

Newly Arrived Journals

Reference Books

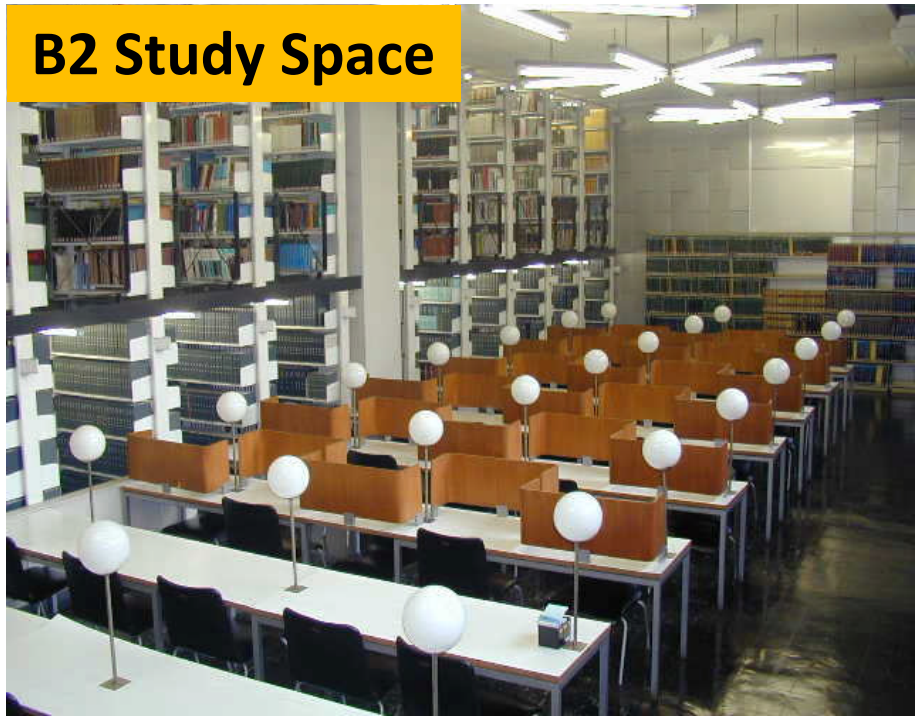


Science & Engineering Library

(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

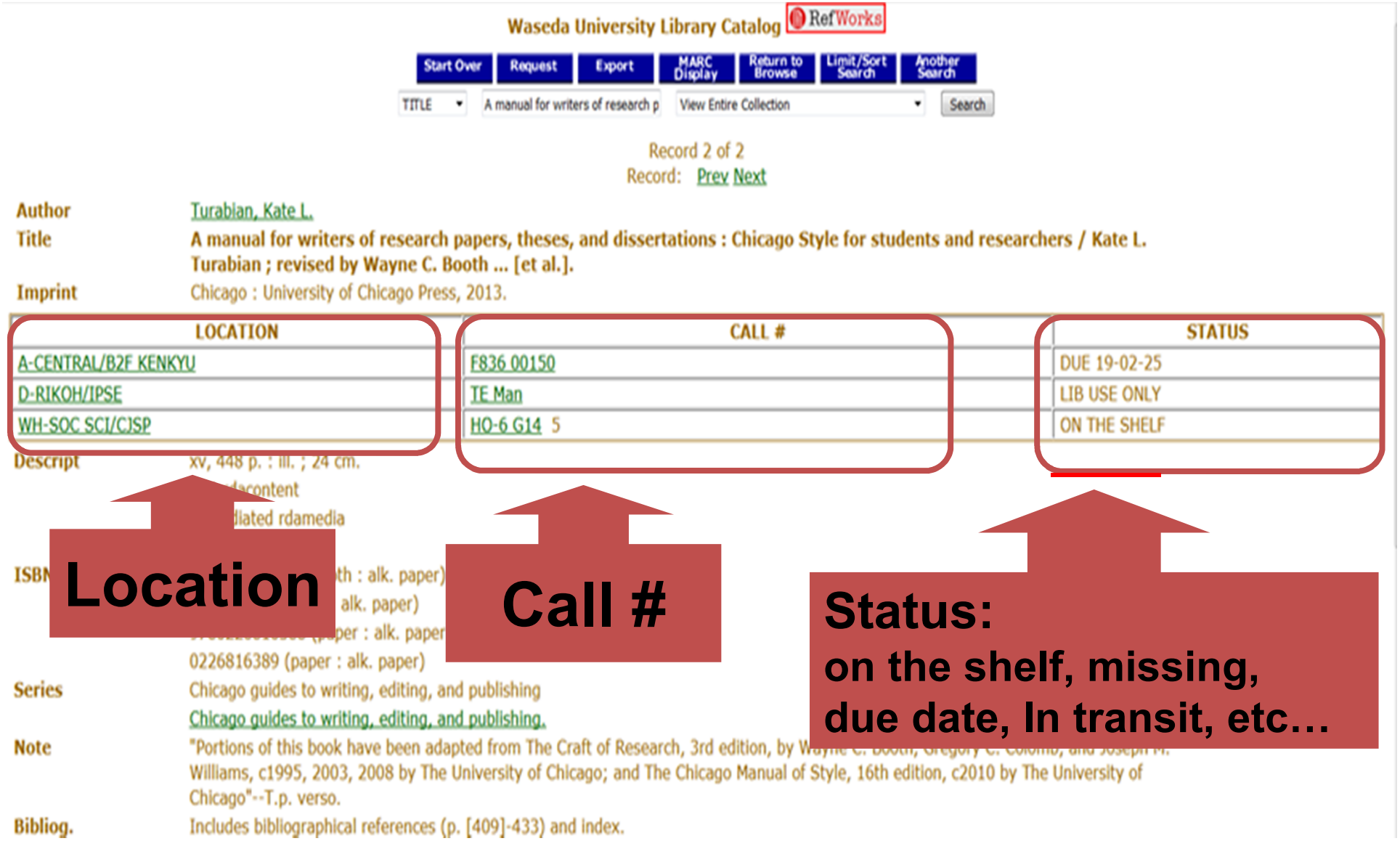
*Unavailable resources through WINE terminals in the libraries.

*WINE Plus(Discovery Service)

*Electronic Resources

*e-Journal e-Book List

How to find location / check status on WINE



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.

Waseda University Library
早稲田大学 図書館

JAPANESE

Search WINE OPAC by	SERVICES	CATALOGS
• TITLE	Help (How to use, Locations etc..)	Newspapers [In Japanese]
• KEYWORD	View Your Records (Check Due Dates, Renew, Hold ..)	Microforms [In Japanese]
• AUTHOR	Mobile Site (Please use a smartphone or tablet.)	Doctoral Thesis Master's Thesis
• SUBJECT	Broadcast Search [In Japanese] (Z39.50)	*Unavailable resources through WINE terminals in the libraries.
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• OTHER INDEXES	Online Requests (ILL, Recommended purchases...)	*Electronic Resources
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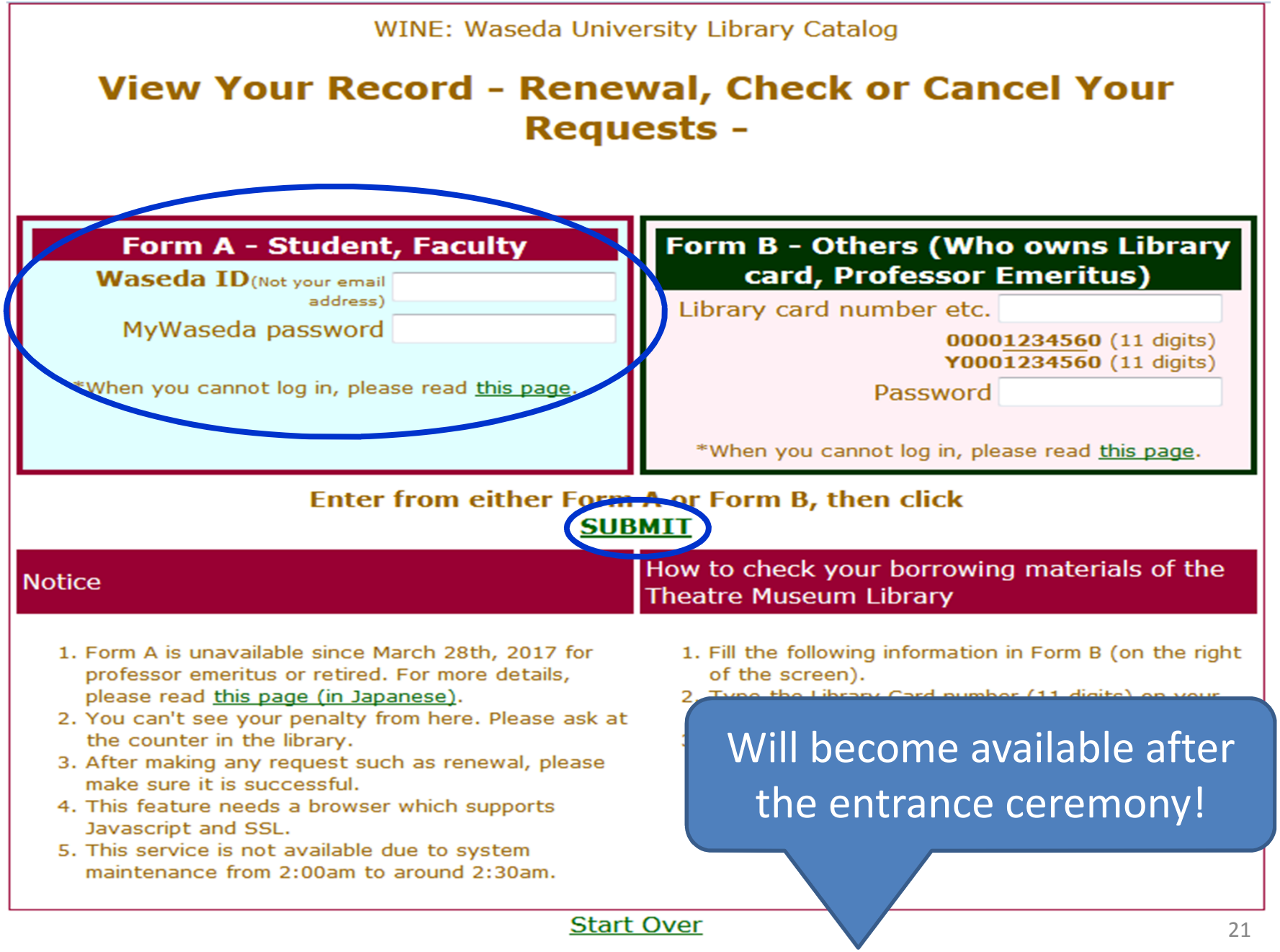
• Reserve Books Search by Course / by Instructor		


WINE: Waseda University Library Catalog
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).
Will become available after the entrance ceremony!
Start Over

How to Access E-Resources

- **Waseda University e-Journal e-Book List**

  for E-journals and e-books

- **Waseda E-resource Portal**

  for Databases

Waseda University Library
早稲田大学 図書館

JAPANESE

Search WINE OPAC by	SERVICES	CATALOGS
• TITLE	Help (How to use, Locations etc..)	Newspapers [In Japanese]
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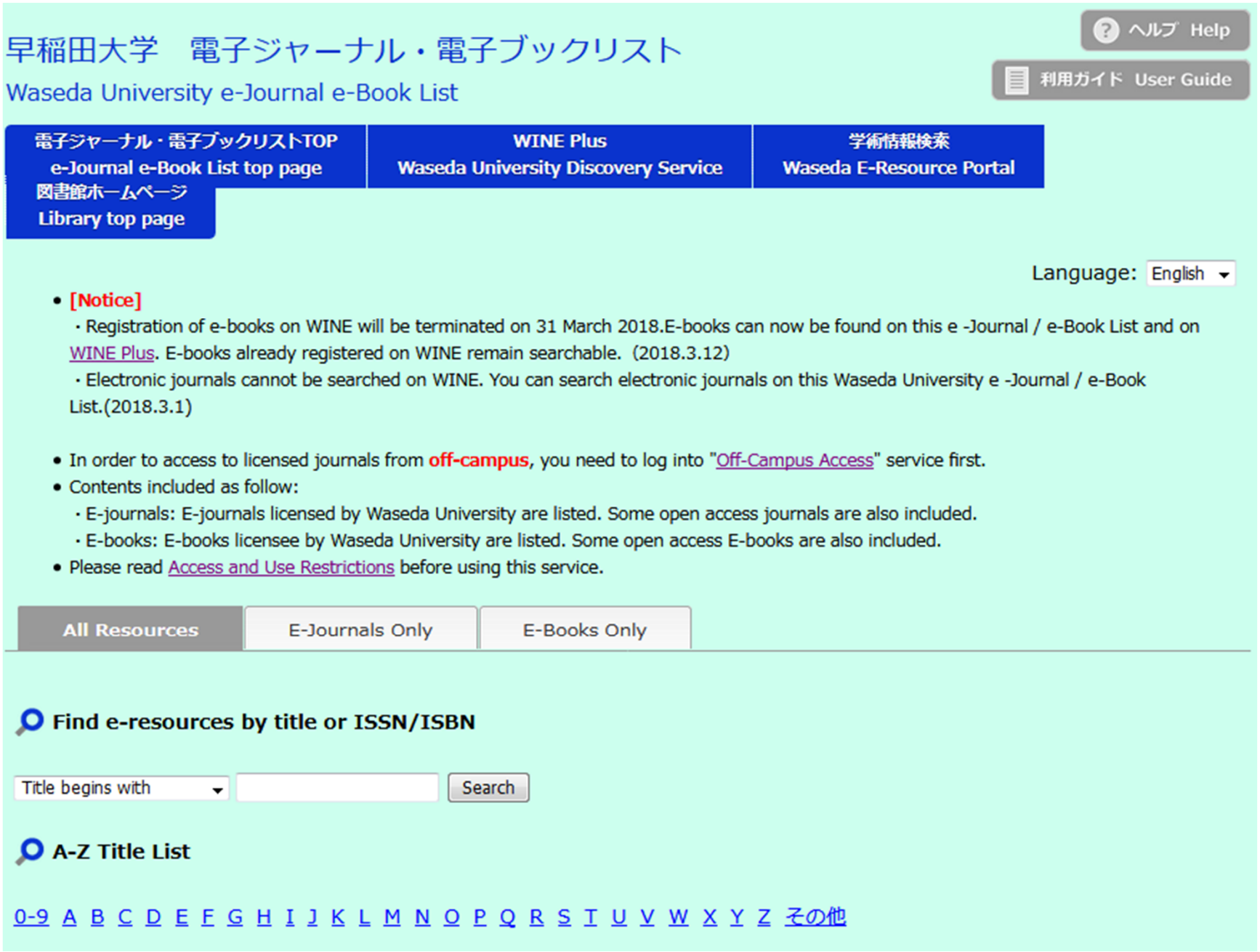
ヘルプ Help
利用ガイド User Guide
早稲田大学　電子ジャーナル・電子ブックリスト
Waseda University e-Journal e-Book List
電子ジャーナル・電子ブックリストTOP
e-Journal e-Book List top page
WINE Plus
Waseda University Discovery Service
学術情報検索
Waseda E-Resource Portal
図書館ホームページ
Library top page
Language: English
[Notice]
・Registration of e-books on WINE 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.
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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

早稲田大学　電子ジャーナル・電子ブックリスト
Waseda University e-Journal e-Book List

ヘルプ Help

利用ガイド User Guide

電子ジャーナル・電子ブックリストTOP
e-Journal e-Book List top page

WINE Plus
Waseda University Discovery Service

学術情報検索
Waseda E-Resource Portal

図書館ホームページ
Library top page

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

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ゆ よ ら り る れ ろ わ

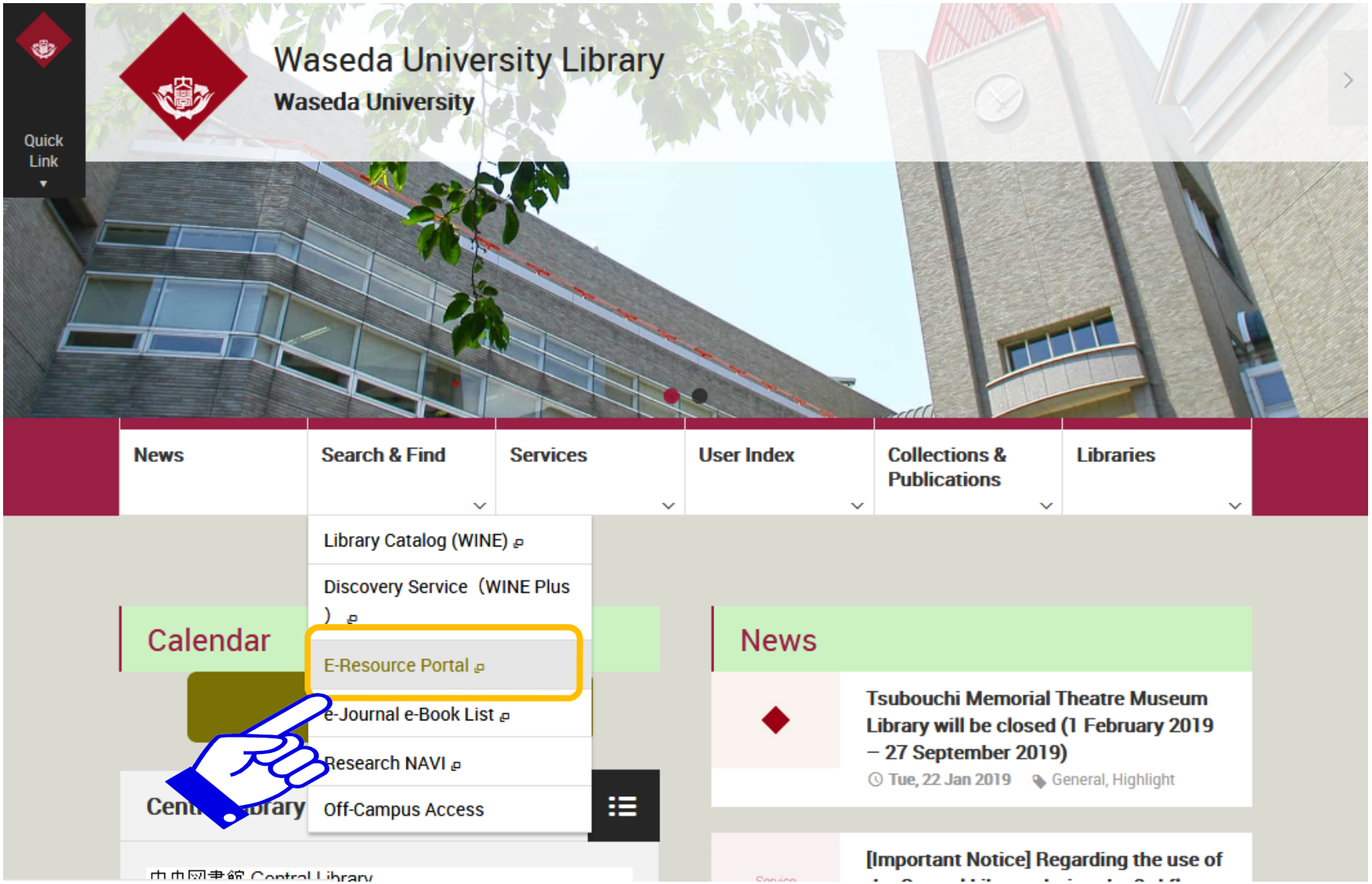
Title begins with [ ] Search

-- Please select a subject category -- Search

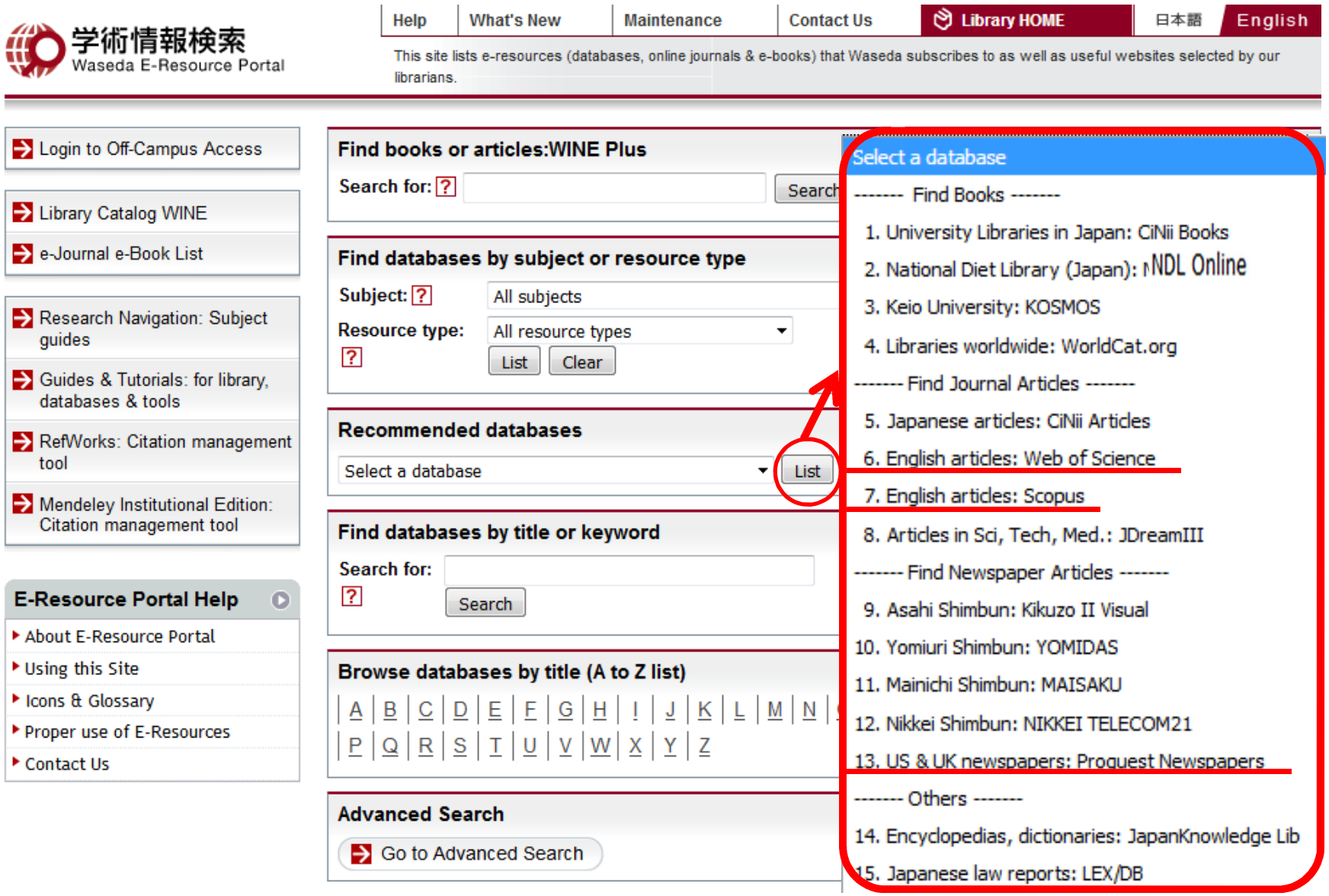
1 record retrieved for the search: Title begins with "IEEE transactions on professional communication"

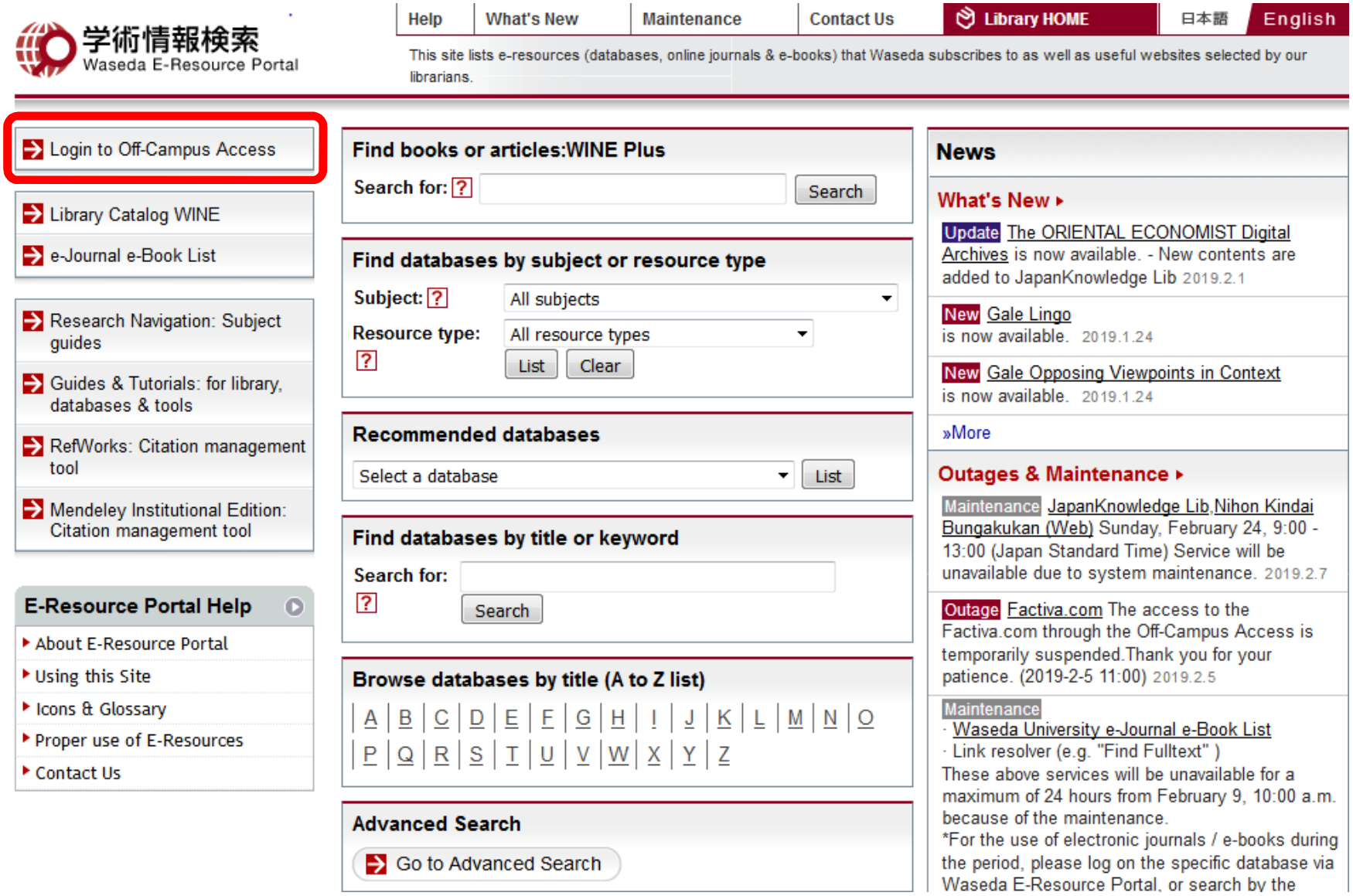
IEEE transactions on professional communication (0361-1434) Look up Article More full text options
from 1972 to present in IEEE/IET Electronic Library (IEL)

Access Databases



Access Databases




学術情報検索
Waseda E-Resource Portal
Help
What's New
Maintenance
Contact Us
Library HOME
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
Library Catalog WINE
e-Journal e-Book List
Research Navigation: Subject guides
Guides & Tutorials: for library, databases & tools
RefWorks: Citation management tool
Mendeley Institutional Edition: 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:
Search
Find databases by subject or resource type
Subject:
All subjects
Resource type:
All resource types
List
Clear
Recommended databases
Select a database
List
Find databases by title or keyword
Search for:
Search
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
Go to Advanced Search
News
What's New
Update The ORIENTAL ECONOMIST Digital Archives is now available. - New contents are added to JapanKnowledge Lib 2019.2.1
New Gale Lingo is now available. 2019.1.24
New Gale Opposing Viewpoints in Context is now available. 2019.1.24
»More
Outages & Maintenance
Maintenance JapanKnowledge Lib,Nihon Kindai Bungakukan (Web) Sunday, February 24, 9:00 - 13:00 (Japan Standard Time) Service will be unavailable due to system maintenance. 2019.2.7
Outage Factiva.com The access to the Factiva.com through the Off-Campus Access is temporarily suspended.Thank you for your patience. (2019-2-5 11:00) 2019.2.5
Maintenance
· Waseda University e-Journal e-Book List
· Link resolver (e.g. "Find Fulltext")
These above services will be unavailable for a maximum of 24 hours from February 9, 10:00 a.m. because of the maintenance.
*For the use of electronic journals / e-books during the period, please log on the specific database via Waseda E-Resource Portal, or search by the

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

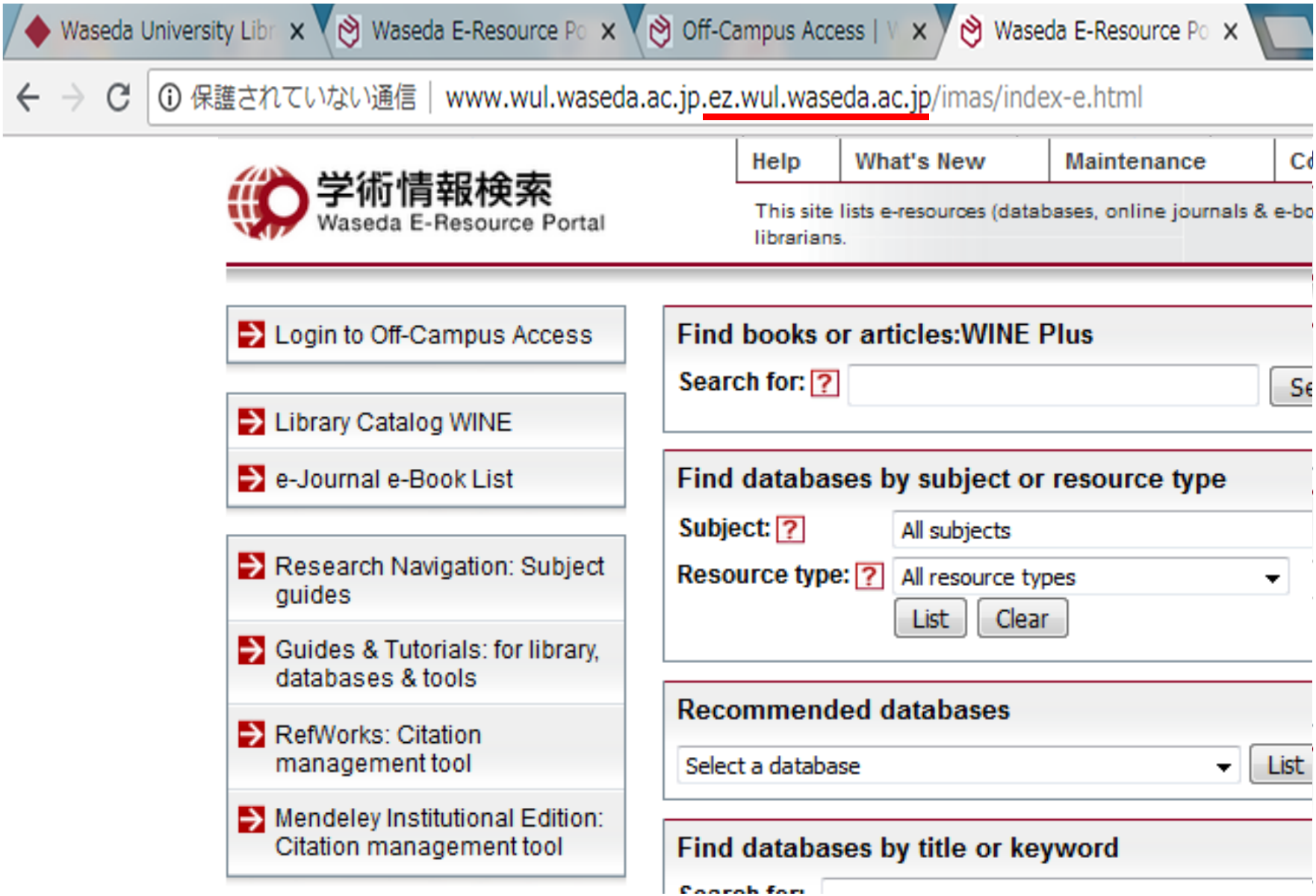
- Copyrights for databases and electronic journals belong to the authors or service providers. These rights are protected under the copyright laws and international agreements.
- Databases and electronic journals are restricted for use by Waseda University students, faculty and staff only, unless otherwise 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 also be considered as 'inappropriate.'
- ...s without the provider's permission unless you do it for

...suspend access by the entire university to the service.
...atter to your school/department or take an

...prevent unauthorized use of MyWaseda ID and password, please change your password regularly.
...yWaseda User Guide – Changing your Password

Accept the above terms and go to Login ›

Will become available after the entrance ceremony!

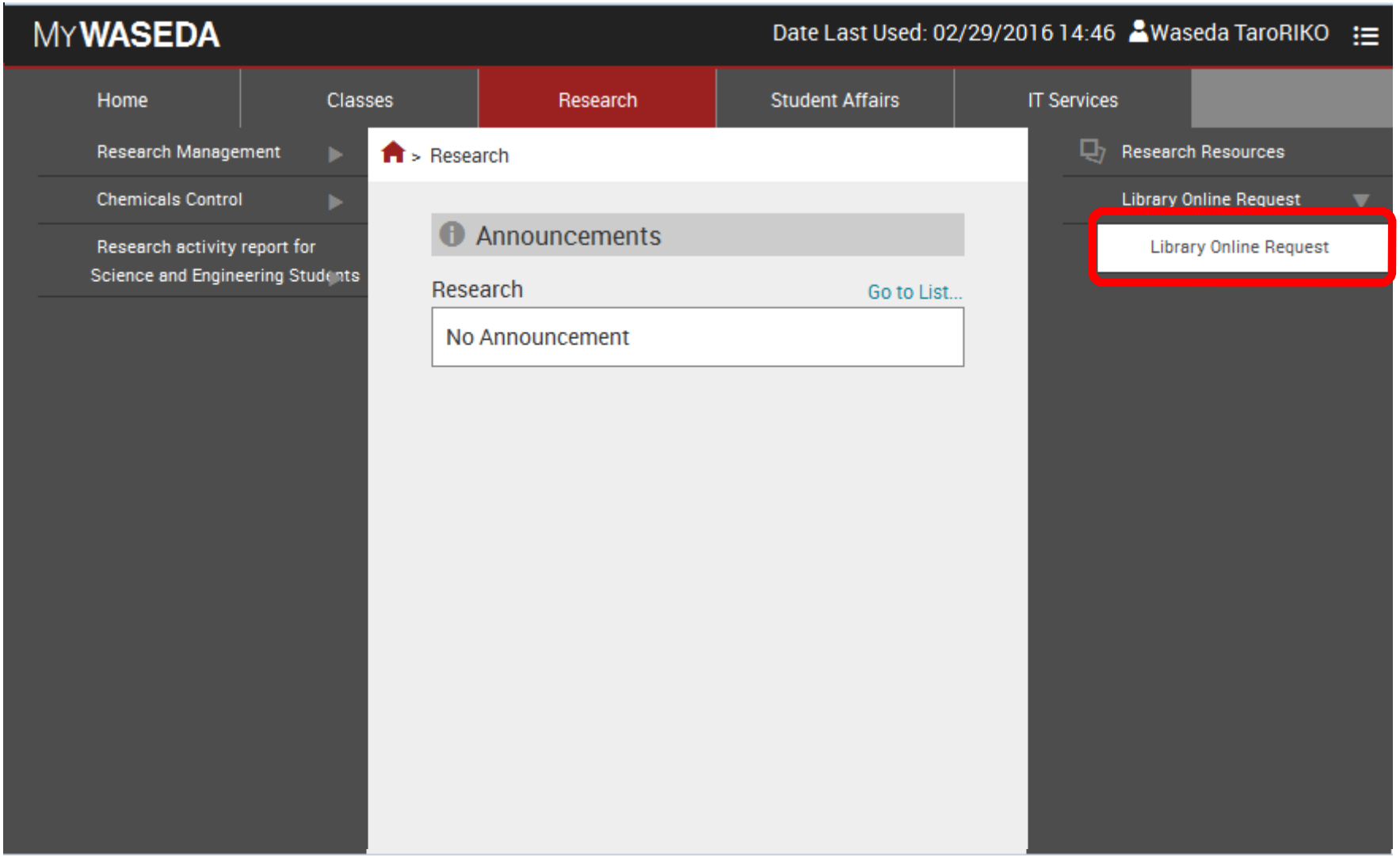

Waseda University Libr
Waseda E-Resource Po
Off-Campus Access | V
Waseda E-Resource Po
保護されていない通信
www.wul.waseda.ac.jp.ez.wul.waseda.ac.jp/imas/index-e.html
学術情報検索
Waseda E-Resource Portal
Help
What's New
Maintenance
This site lists e-resources (databases, online journals & e-bo
librarians.
Login to 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
Mendeley Institutional Edition: Citation management tool
Find books or articles:WINE Plus
Search for:
Find databases by subject or resource type
Subject:
All subjects
Resource type:
All resource types
List
Clear
Recommended databases
Select a database
List
Find databases by title or keyword

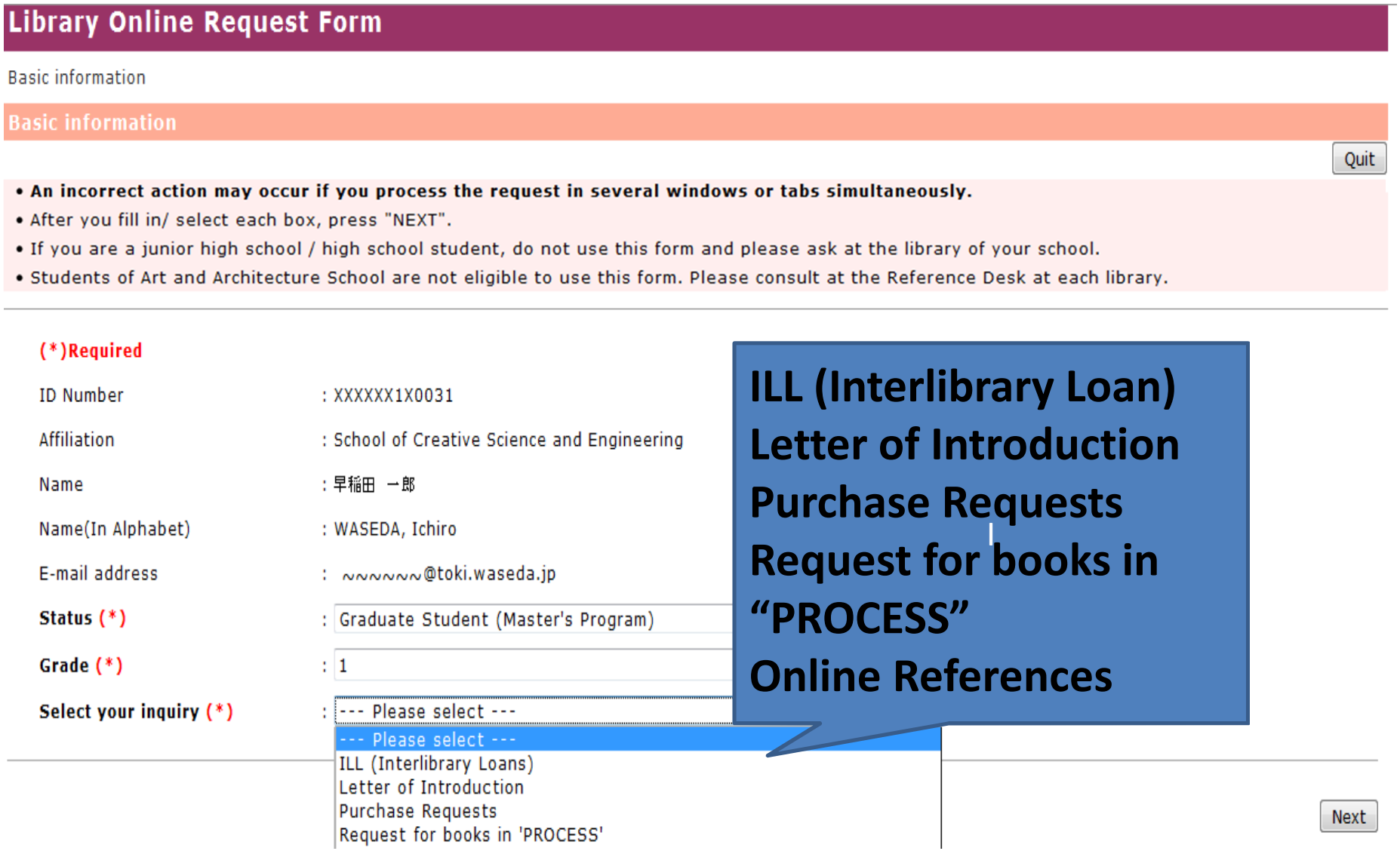
Reference Services

- **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



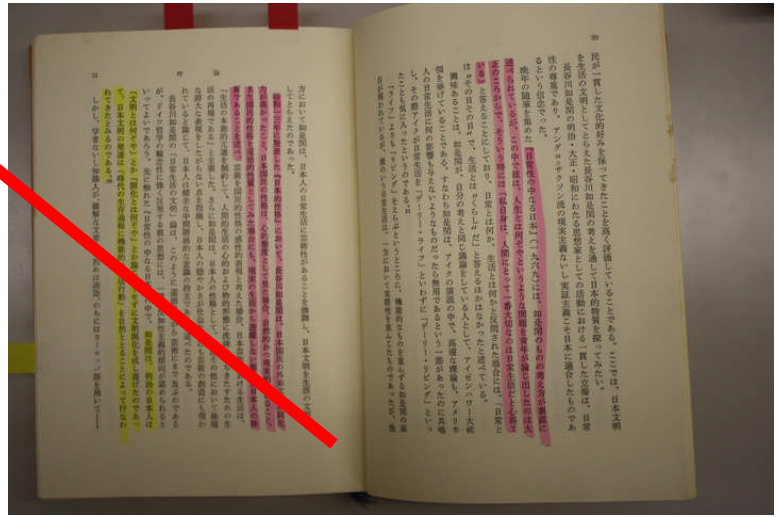

Library Online Request Form
Basic information
Basic information
Quit
• An incorrect action may occur if you process the request in several windows or tabs simultaneously.
• After you fill in/ select each box, press "NEXT".
• If you are a junior high school / high school student, do not use this form 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'
Next
ILL (Interlibrary Loan)
Letter of Introduction
Purchase Requests
Request for books in “PROCESS”
Online References

Use library materials with Love!

Spilling liquid on books

Washing books with laundry

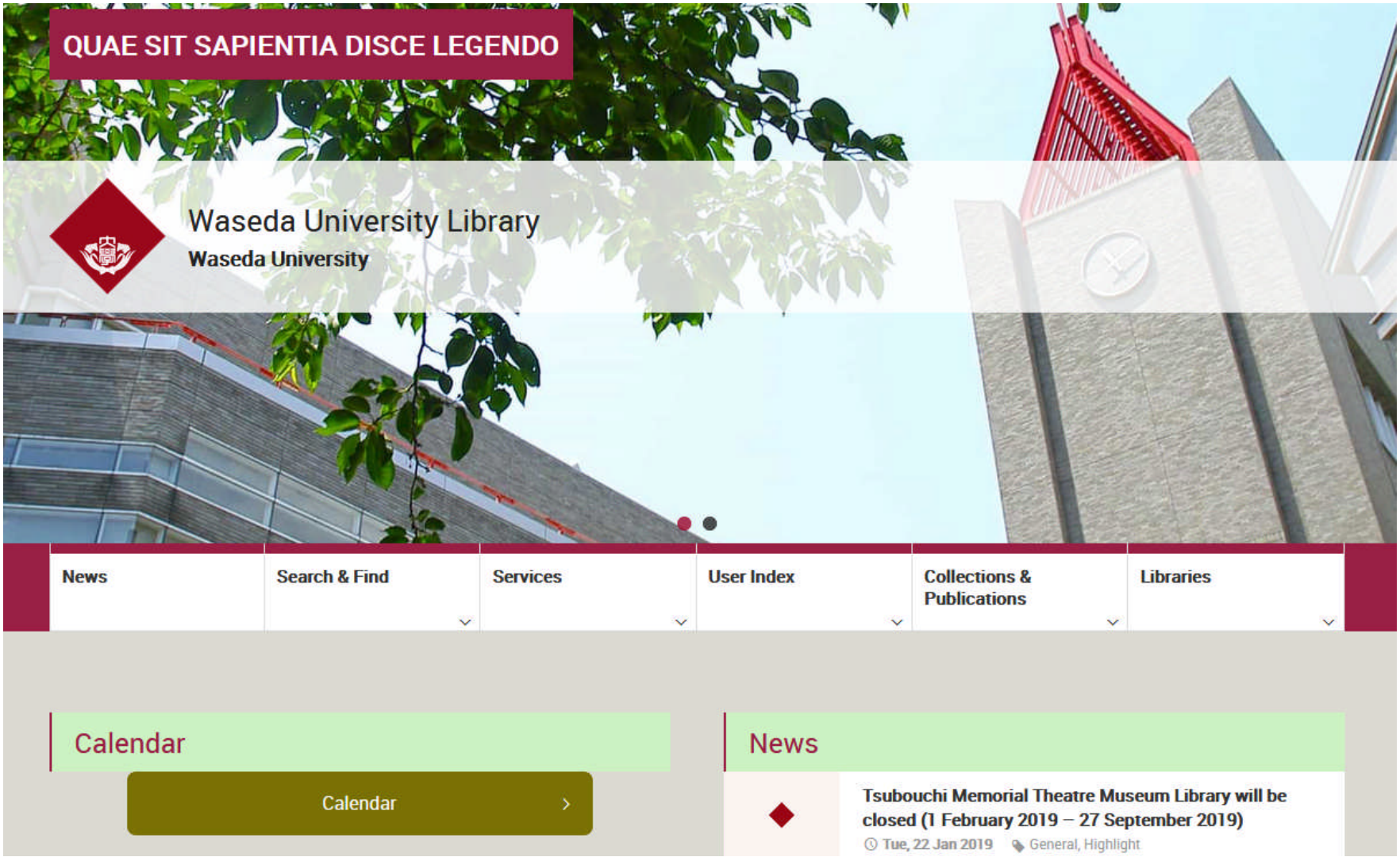
Writing notes, highlighting, or putting sticky notes



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



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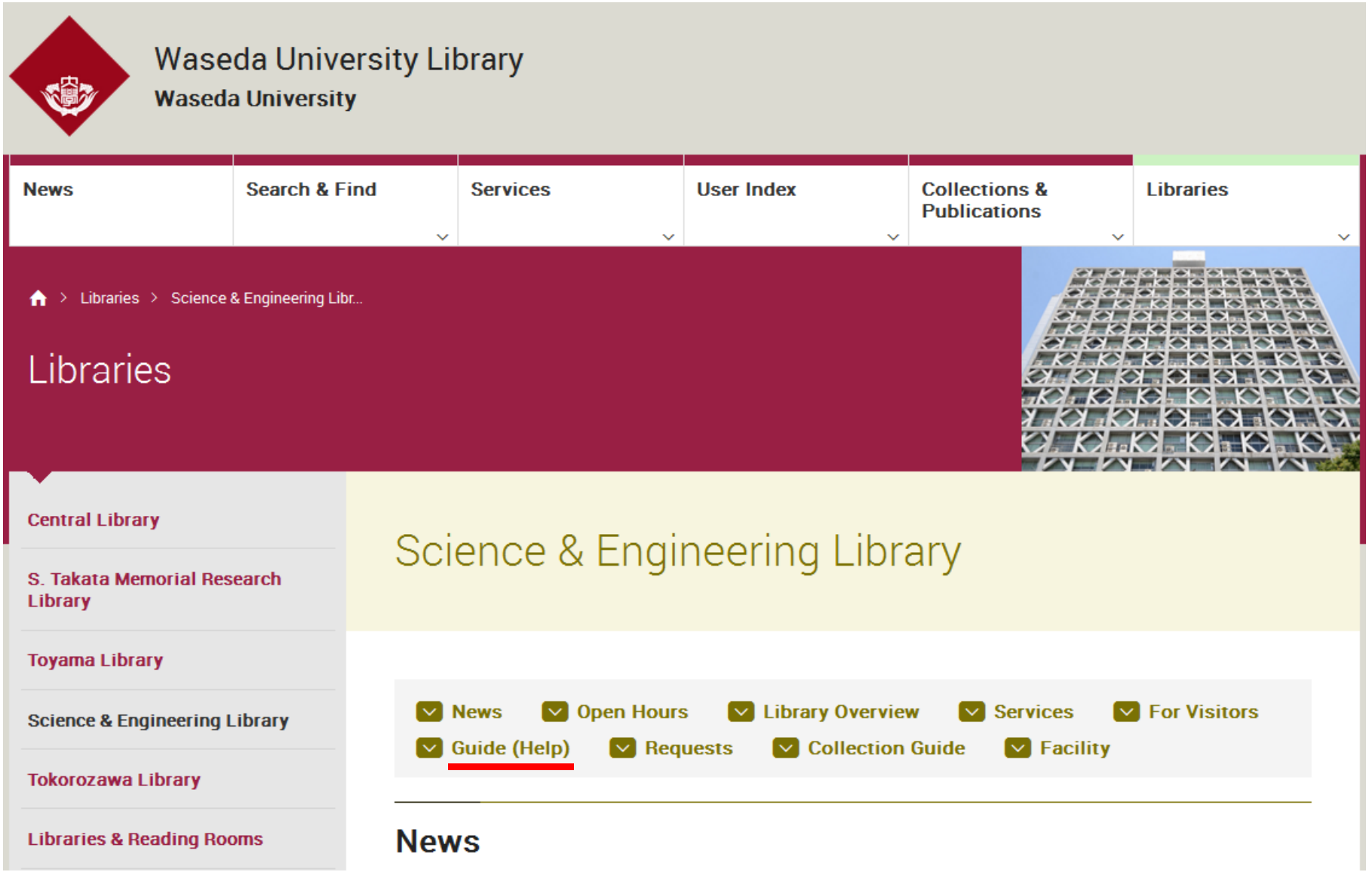

Survey

- **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.”