User Guide No.26-spE2 Waseda Univ. Library As of April 2, 2020

Waseda University Library 1-6-1 Nishiwaseda Shinjuku-ku Tokyo 169-8050

Central Library Service Hours [Before the Start Date of Spring 2020 Semester]

https://www.waseda.jp/library/en/ Information Desk tel.(03)3203-

Closed on Saturdays/Sundays/National Holidays

(April 1, 2020 - May 10, 2020)

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Floor	Library Service	Service hours for Weekdays (Monday to Friday)	Notice
-	Open Hours	9:00 - 20:00 Enter before 19:50	©Copy machines are available until 20 minutes before the closing time (19:40).
2F	Information Desk	9:00 - 20:00	
1F	Research Collections Desk	9:00 - 19:30	©WINE search PC service is available until 10 minutes before the closing time (19:50). ©Research Collections, Bound Periodical Collections, Reading Rooms and other browsing service are available until 10 minutes before the closing time (19:50).
	Circulation Desk for Research Collections	9:00 - 19:30	
	Application for Entrance into Research Collections	9:00 - 19:30	
	Service Desk for closed book of G block	9:00 - 16:30	
	Retrieve books from Auto Book Shelf	9:00 - 19:00	
	Study Rooms for Faculty / Staff, Grad Students	9:00 - 19:30	
2F	Circulation Desk	9:00 - 19:30	
	Reference Desk	9:00 - 17:00	©Walk-in User PCs and NDL Digitized Material Transmission Service are available until 30 minutes before the closing time (19:30). Applications are required until 1 hour before the closing time (19:00).
	Help Desk	9:00 - 19:30	
	ILL Service Desk	9:00 - 19:30	
3F	Periodical Collections Desk	9:00 - 19:30	
	Bound Periodical Collections Desk (register)	9:00 - 19:30	
	Periodical Collections Desk for Microforms	9:00 - 18:30	
	Periodical Collections Desk for CD-ROM	9:00 - 19:00	
4F	Microforms & Photographic Services	9:00 - 17:00	
	Service Desk	9:00 - 16:30	©AV Room on the 4th floor is available until 10 minutes before 4th floor closes (16:50).
	AV Room	9:00 - 17:00	
	Service Desk for Visual Material	9:00 - 16:00	
	Service Desk for Audio Material	9:00 - 16:30	
	Special Collections Room	9:00 - 17:00	
	Special Collections Desk	9:00 - 16:30	