

Let's Learn about the **Central Library!**

2. Search for Library Materials

- ◆ Step 1: Use Online Catalog
- ◆ Step 2: Check the Material Order
- ◆ Library Materials <Part 1>
- ◆ Library Materials <Part 2>
- ◆ Library Materials <Part 3>
- ◆ Materials at Automated Stacks & Return Desk

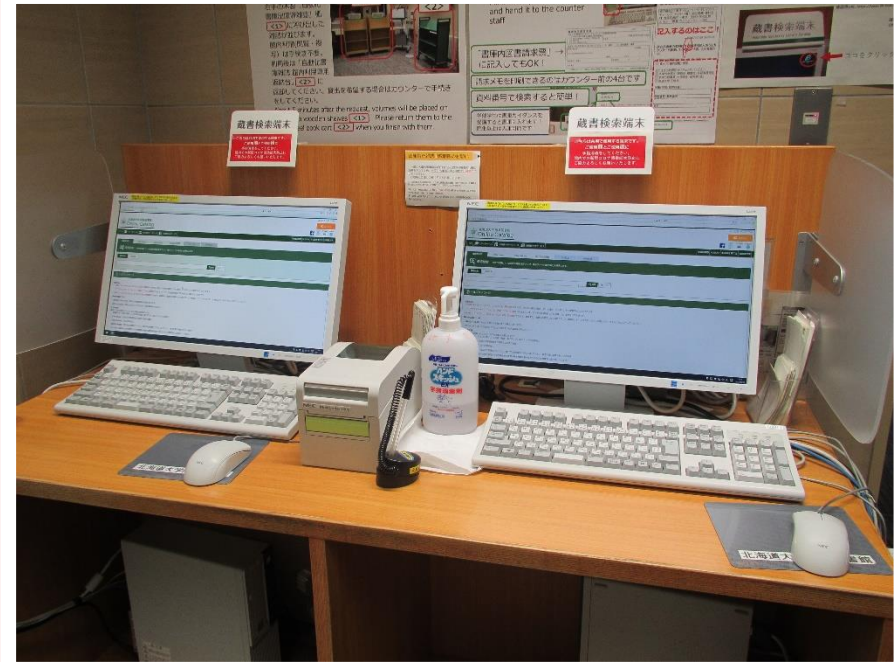


Step 1:

Use Online Catalog

When you visit our library, the library online catalog (OPAC) would be a essential tool to find materials. By using OPAC, you can search all the materials HU libraries have. The information of the material can be printed out as a request memo.

- ❖ If you want a material at Closed Stacks, please ask the library staff.
- ❖ Graduates, staff, and undergraduates who have already taken a guidance tour of the Closed Stacks can enter and pick the materials all by yourselves. Please make sure that you put your belongings in a locker before entering the Closed Stacks.



Request Memo



If this book is located in the closed stack, print and fill in the form and hand it to the counter staff.

Check the location!

Location	Cent.Lib.,Closed Stacks, Books(Japanese)
Call No.	507.9/HOK
Barcode No.	0181289526
Status	

Book in the closed stack
How do you use it?

- ☐ To borrow
- ☐ To use in library

What is your status?

- ☐ Undergraduate
- ☐ *Teaching staff / *Graduate student / *Researcher
- ☐ Open Univ. student
- ☐ Public citizen

*You can enter the closed stack

Your name

Fill in the required items and go to the counter

Step 1: Use Online Catalog

<Books>

Libraries = 図書館 / メイセイ出版編集

Libraries = トシヨカン

(New concepts in architecture & design = 現代建築集成 / メイセイ出版編集)

Publisher 東京：メイセイ出版

Publisher 東京：プロトギャラクシー (発売)

Year 1995.10

Codes ID=2000658015 NCID=BN13321330 [Cinii](#)

[+ Show details.](#)

[- Hide book details.](#)

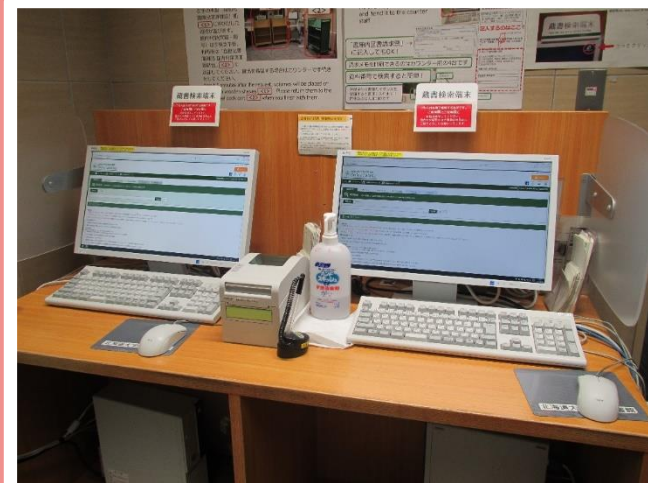
Location	Volume	Call No.	Barcode No.	Status	Comments	ISBN	Printed	
Central Library, Open-Stack Room		727.8/LIB	0172595335			4938812118	1995	Print

Click here
to print the
bibliographic
information.

Click here
to check
the
location.

HU Library Official
Mascot: HONOKA

You can check
the details by
clicking
"Location" on
the search
screen.



These materials are shelved in the Open Stack Room of the Central Library.

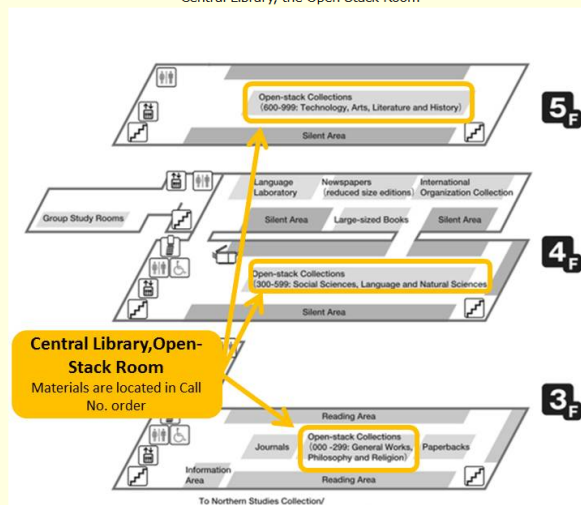
Materials are located in Call No. order.

Description

University members will need a library card, staff ID card or student card.
Visitors will be asked identification at the general counter.

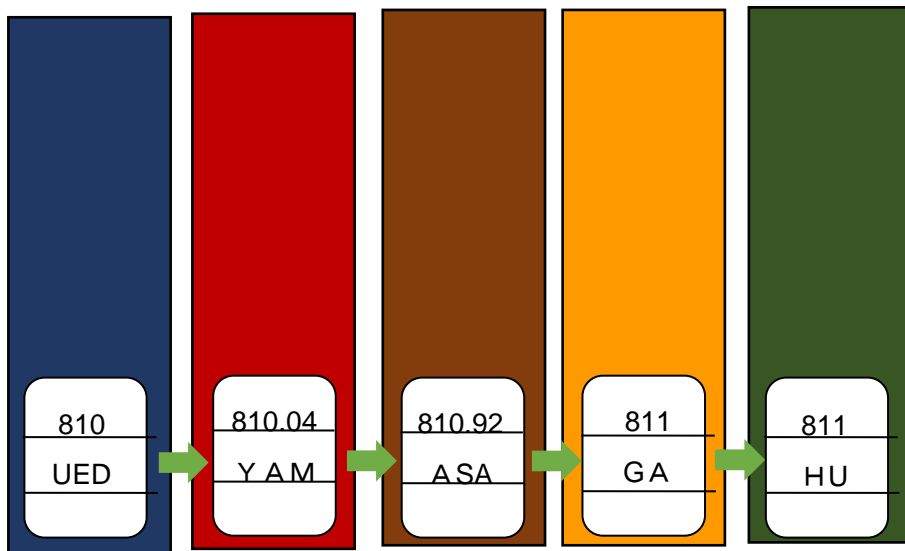
Central Library, the Open Stack Room

Map



Step 2: Check the Material Order

When you search for materials in the library, location and call numbers are important. The call number indicates the location of materials and consists of certain numbers and alphabet. All books in the library are aligned in accordance with this call number.



Request Memo



If this book is located in the closed stack, print and hand it to the co

Check the location!

Location	Central Library, Open-Stack Room
Call No.	810.92/ASA
Barcode No.	0181273334
Status	

1. Check the location!

Request Memo



If this book is located in the closed stack, print and hand it to the co

Check the call number!

Location	Central Library, Open-Stack Room
Call No.	810.92/ASA
Barcode No.	0181273334
Status	

2. Check the call number!



Go watch how-to videos about searching for library materials.

*Japanese only.



Library Materials <Part1>

Books for Academic Writing

We offer some helpful books both in Japanese and English to write reports or academic papers in the Open Area on the second floor.

Newly Arrived Books

You can also find books newly arrived in the library in the Open Area.

Journals & Magazines

Academic Journals and some popular magazines are located on the third floor.

- ❖ Some journals may not be located in this area. If you cannot find the one you want, please search via online catalog.

Books for Academic Writing (2F)



Newly Arrived Books (2F)



Academic Journals & Magazines (3F)



Library Materials <Part 2>

Publications by HU Faculties

We collect some materials written by professors and researchers in Hokkaido University. You can find them in the green shelves on the third floor.

- ❖ Some of them may be located in other places. If you cannot find the material you want, please search via online catalog.

Paperbacks

Paperbacks (*Bunko* and *Shinsho*) are available on the third floor. They are placed by publisher and in numerical order for each series.

Publications by HU Faculties (3F)



Be careful
that materials
written HU
faculties are
in the green
shelves!



HU Library Official
Mascot: URARA

Paperbacks (3F)



Library Materials <Part 3>

Newspapers

Newspapers are available on the fourth floor. There are some old newspapers as well.

International Organization Collection

You can find a lot of materials by/about international organizations such as the UN, EU and OECD on the fourth floor.

English Books for Extensive Reading

English Extensive Reading is a language learning method that encourages learners to read relatively easy English books as much as they can. We offer various levels of English books and cover a wide range of genres. They are located on the fourth floor.



Newspapers (4F)



International Organization Collection (4F)



English Books for Extensive Reading (4F)



Materials at Automated Stacks

If you want materials at Automated Stacks (most of them are journals), you have to send a request via online catalog.

Location	Automatic archive	Volumes
Centlib, Automated-stacks(it takes longtime to pick up the material because of maintenance)		36



Order to Take

You can request up to 10 volumes.
Thank you for your cooperation

Title

Volume

Barcode No.

Media Type

ReceiptLocation

 Execute

Back to Bibliography

Materials will be available in about 10 mins. here after your request.

Put materials here when you finish reading and do not borrow.



Return Desk

Return desks are placed each floor. Materials you finished reading in the library can be put on the return desks. Be careful **you cannot leave already-borrowed materials** here.



**This is the end of
“2. Search for Library Materials.”**

**We hope you use the Central Library
effectively and efficiently
during your college life.**

**Please take a look at two other information
slides: “1. How to Use the Central Library:
Basics” & “3. Library Facility.”**