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## Guide 1-4 Library Web Services

With ELMS / SSO ID and corresponding password, you can use following services whenever and wherever you are; Loan Period Extension, Upcoming Due Date Alert, Loan and Return History, Book Reservation and Book Request. About Reserve Rooms, please read [guide"1-12"](#).

### How to log in

①

**Library HP**

**HU Library Online Catalog**

You can log in to Library Web Service from the top page of HU Library or the HU Library Online Catalog.

You can log in via following 2d code. ↓



②

Choose your category and input your ID and password.

\*For use web services with library card, registration is needed. If you have not made a registration, ask the library of your department.

### Check Loan status

**Check of Status of Lending/Reservation**

Name	NorthLib.NRef	Affiliation	North Library
<div style="display: flex; justify-content: space-around; border-bottom: 1px solid black;"> <span style="background-color: green; color: white; padding: 2px;">Lending Status</span> <span>Reserve Status</span> <span>Lending/Return History</span> <span>Mail Sending setting</span> </div>			
Loan			

**Check of Status of Lending/Reservation**

Name

Affiliation  
Central Library

Lending Status More ▾

PC Screen

Smartphone Screen

You can check the list of books you borrow now on the top page of web service.

By selecting the tabs, you can check following information.

- Reservation status
- Loan/return history (for the past six month)
- Mail Sending settings (for notification due date)



## Extension of Loan Period

No.	Title	Due Date	Extension	Continuance Frequency	Number of Reservation	Location	Delay Day	Lending Date
1	LIBRO / WORKSHOP BY GOSHIMA May Akira ; 133 9881	2024.06.28	Extension	0 times	0	North Library (West 3F, Gakkojudo Taido- Kyouza)		2024.06.14
2	The Tibetan / Saky Odgers ; ; JOK	2024.07.02	Extension	0 times	0	North Library (West 3F, Gakkojudo (old)- Kyouza)		2024.06.18
3	異郷 - フラ ンクス ン編年表 / 久松義 博 ; 藤田 トヨサユキ	2024.07.02	Extension	0 times	0	North Library (West 3F, Language Study)		2024.06.18
4	ライタン / 藤田トヨ サユキ	2024.07.02	Extension	0 times	0	North Library (East 3F)		2024.06.18
5	エイロー / フラステ ル編年表 / 藤田ト ヨサユキ	2024.07.02	Extension	0 times	0	North Library (East 3F, Language Study)		2024.06.18

In the "Lending Status" tab, just click on the "extension" icon in the right column. That's all for the extension of loan period.

c.f. Loan extension cannot be made when;

- your book has been reserved by another person
- you are in the penalty period
- you have already made loan extension up to the limit (the limit is differed for each library. For example, the limit for the books in open stack of Central and North Library is twice.)



## E-mail alert of upcoming due date

**Check of Status of Lending/Reservation**

Name: NorthLib.NRef      Affiliation: North Library

Lending Status: Reserve Status: Lending/Return History: **Mail Sending Setting**

Now setting: Receive  
E-Mail: nref@lib.hokudai.ac.jp  
Address:

Is mail for the return date notification received ?

Receive E-Mail    Don't receive E-Mail

**Set**   **Back to Search**

In the [Mail sending setting] tab, you can change a setting for a return due notification e-mail.

For students, the default setting is "Receive E-mail".

For Faculty members, "Don't receive E-mail" is default.

You can change your E-mail from

["Top page of HU Library" > "Library Web Services" > "Change E-mail Address"](#).



## Book Request

You can request books which are not included in the present HU library collection.

The image shows two screenshots of the Hokkaido University Library website. The left screenshot is labeled "PC Screen" and shows the "Book Request" link highlighted in the "Service Guide" menu. The right screenshot is labeled "Smartphone Screen" and shows the "Book Request" link highlighted in the bottom navigation bar. Both screens show the library's logo and navigation options like "Remote Access" and "Library Web Services".

["Top page of HU Library" > "Library Web Services" > "Book Request"](#)

\*When you access from off-campus, you need to log in remote access service.

Fill out the request form and submit it.

We would appreciate if you fill in the ISBN column when it is known. That will greatly help us to proceed the book request.



## Login status

The image shows two screenshots of the library's online catalog. The top screenshot shows the "Login" icon highlighted in the top right corner. The bottom screenshot shows two panels: "Welcome Guest" with a "Login" button and "When not logged in", and "Welcome 北図・学習支援企画担当" with a "Logout" button and "When logged in".

You can see your Login status by check "Login" / "Logout" icon on the top right of the page.

Please make sure that click the "Logout" icon to log out and click browser's "X" close button after use web service on shared PC or Library's online catalogue PC.

※On ELMS PCs, you will be automatically logged out on reboot or shutdown PC.