

How to borrow paper books

Main Library, Osaka University
November 2020

How to find and use books in Osaka University Library

Let's go to the second part "How to borrow books".

About Library Card

With your library card, you can check out books.

Your Status	Library Card
Undergraduate Students Graduate Students	Your "Student ID Card" is your Library Card.
Research Students Special Students, Auditors	You need to get "Library Card". Please apply at the library desk, bring your Student ID Card. (Weekdays 9:00-17:00)
Researchers and Staff	You need to get "Library Card". Please apply at the library desk, bring your Osaka University Personal ID or your contract documents. (Weekdays 9:00-17:00)

In order to enter the library and check out books, you need library card.
For Undergraduate students and graduate students, your Student ID Card is your Library Card.
However, if you are Research Students, Special Students, researchers or staff, your ID card cannot be a library card. So, you need to get "Library Card". Please apply it at the desk at your nearest library.
With your card, you can borrow books at the library desk or Self-Checkout Machines.

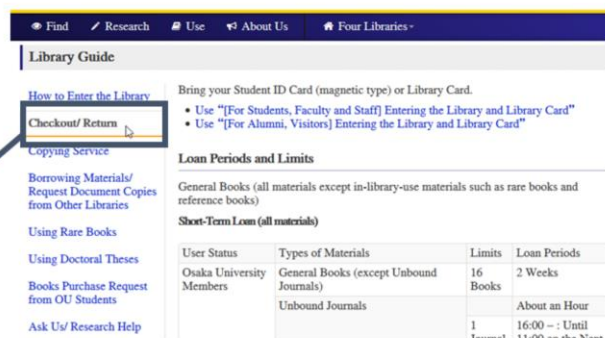
Loan Periods and Limits

Loan periods and limits differ depending on the holding library.
Please check each library's website or ask staff.



1) Jump to each library's website.

2) Click on "Checkout/Return" tab, and you can check loan periods and limits.



How to find and use books in Osaka University Library

Loan periods and limits differ from each library.

It depends on the holding library, so please check each library's website or ask staff.

About Osaka University Personal ID

Osaka University Personal ID is "u***"**

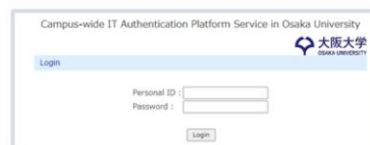
To use library web services, you need to log in with this ID.

e.g. Quick Pick Up Service, ILL Service

If you haven't got your ID,
please ask staff in your faculty or graduate school.

◆FAQ about The Osaka University Personal ID

<http://web.auth.osaka-u.ac.jp/faq/e/#kb2376f3>

A screenshot of the Osaka University login interface. At the top, it says "Campus-wide IT Authentication Platform Service in Osaka University" and "大阪大学 OSAKA UNIVERSITY". Below this is a "Login" section with two input fields: "Personal ID :" and "Password :". A "Login" button is located at the bottom right of the login section.

How to find and use books in Osaka University Library

As I have explained, you need Osaka University Personal ID to use library web services.

Osaka University Personal ID is an 8 digit number starting with "u".

If you haven't got your ID, check this FAQ or please ask General Affairs staff in your faculty or graduate school.

If the book you need is not in Osaka University...

How to find and use books in Osaka University Library

In OPAC, you can search for items only in Osaka University Library.
But if the book you need is not in Osaka University, you have some options to get it.

1) ILL (Inter-Library Loan)

You may request books that are not owned by Osaka University from other universities.

COST	1,200-1,500 YEN
TIME	2-7 days to be delivered

Applications

- Online via Web Service
- In person at one of the libraries



日本語

Site Search

View this page in print layout



How to find and use books in Osaka University Library

Option1 Inter-Library Loan, ILL Service

You may request books that are not owned by Osaka University from other universities.

Requesting a book delivery will cost about from 1,200 to 1,500 yen and it will take about from 2 to 7 days for the book to be delivered.

Applications can be made either online via library's web service or in person at one of the libraries.

2) Visiting other academic libraries

You can visit other academic libraries to use and copy the items. Academic libraries in Japan often require you to make inquiries in advance through Osaka University Library. And you are also required to bring a letter of referral prepared by Osaka University Library.

Please ask library staff at one of the four libraries at least three days before the visit you wish to make.

How to find and use books in Osaka University Library

Option2 Visiting other academic libraries

You can visit other academic libraries to use and copy the items. Academic libraries in Japan often require you to make inquiries in advance through Osaka University Library. And you are also required to bring a letter of referral prepared by Osaka University Library. Please ask library staff at one of the four libraries at least three days before the day you want to visit.

Tool : CiNii Books



"CiNii Books" enables you to search information of books and journals held by academic libraries in Japan.

How to find and use books in Osaka University Library

【In the video, we give you a demonstration on how to use CiNii Books.】

In the end of this section, I'll show you CiNii Books.

"CiNii Books" enables you to search information of books held by academic libraries in Japan.

When you are thinking of visiting other university library, you can check which university has the book.

For example, my keyword is **"21 lessons for the 21st century"**.

And I would like to read this book.

In Japan, there are 21 libraries holding this book.

You can refine this list by Region.

In Osaka Prefecture, 1 library holds this book.

Please feel free to ask librarians!

Anything about books, literatures or information for your research and study

Main Library (Reference Desk)	sogo-ref@library.osaka-u.ac.jp
Life Sciences Library	ls-ref@library.osaka-u.ac.jp
Science and Engineering Library	sl-desk@library.osaka-u.ac.jp
International Studies Library	ml-cir@library.osaka-u.ac.jp

★Training Session Information

On library's website or twitter [@OsakaUnivLib]

About databases or reference management softwares



How to find and use books in Osaka University Library

That's all for this section.

If you need more help, please come to the library desk.

Also, questions via email are welcome.

Please send an e-mail to the nearest library.

Osaka University Library will have some training sessions like this.

Please check the news on our website or twitter.

Learning Supporters (LSs)

LSs are graduate students in Osaka University.

LSs support your studies at Learning Support Desks.

★Location of Learning Support Desks

4 Libraries

Main Library / Science and Engineering Library

Life Sciences Library / International Studies Library

★Service Hours

Please check our website.

https://www.library.osaka-u.ac.jp/en/ta_eng/



How to find and use books in Osaka University Library

In the end, let me introduce Learning Supporters, LSs.

We are learning supporters working in Main Library.

LSs support your studies at Learning Support Desks.

If you have any questions about your school life or library please feel free to visit us.

We are waiting for you at Learning Support Desk.

Finally that's all for the 1st section.

Thank you for joining our guidance.