# **E-resources frequently used in ERI**

We offer links pages in our web site to help you to find Eresources frequently used by ERI members.

- E-books (AGU Book Series), Databases (GeoRef, GeoScience-World Millennium Collection, Newspapers, etc.)
   http://www.eri.u-tokyo.ac.jp/tosho/dblist-e.html
- List of the foreign online journals frequently used in the ERI http://www.eri.u-tokyo.ac.jp/tosho/online/onlinej.html

GACoS: Gateway to Academic Contents System http://www.dl.itc.u-tokyo.ac.jp/gacos/e/index-e.html

A wide range of databases is available. Please search through GACoS, which enables you to find more Eresources provided by UTokyo.



## **Available E-resources from off-campus**

Off-campus access to electronic resources is available to enrolled students, faculty, staff, and authorized affiliates of UTo-kyo, using one of the authentication services below. (Some Eresources are accessible only on campus.)

- •SSL-VPN Gateway Service
  The members who can use this service: Students
  (Undergraduate, Graduate and Research Students)
- Authentication Gateway Service
   The members who can use this service: Faculty members,
   Fixed-term project staff, Fixed-term part-time project staff enrolled at UTokyo.

For further information, please visit the following page. http://www.dl.itc.u-tokyo.ac.jp/gacos/e/faq-e/gakugai-e.html

#### Users must respect the terms and conditions of use of E-journal!!

The use of electronic journals is conditioned by agreements passed between UTokyo and the publishers.

[Prohibiteid acts]

- 1.Using the services for purposes not connected with individual research or education.
- 2.Transmitting information to a third party by electronic means. 3.Unauthorized downloads:
- Systematic or programmatic downloading
- Downloading a large amount of data in a short time period
- Downloading an entire issue of a journal

# **Photocopy**

A photocopier in the map room is available to

- ERI members: your ID card or library card required
- Members of the Dept. of Earth and Planetary or members of the Dept. of Civil Engineering: copy card available at the service counter

Other than those above: Please contact the library staff for assistance.

•ERI members may use photocopiers in the Dept. of Earth and Planetary Library and the Dept. of Civil Engineering Library (Eng. 2 Library) for free.

You must comply with the Copyright Law of Japan when you photocopy the library material.

## Request to purchase materials

We accept recommendations for new materials to be added to the library at any time. (limited to ERI members)

We are happy to receive requests for enriching library collections. http://eri-portal.eri.u-tokyo.ac.jp/\_layouts/LibForm01/

# **Database for special collections**

ERI Library has more than six hundred volumes of old books related to earthquakes, volcanoes, and natural disasters, and woodblock prints from the Edo era such as Kawaraban (news fliers). They can be searched through the Database for special collections owned by the ERI Library of the University of Tokyo. http://wwweic.eri.u-tokyo.ac.jp/dl/meta\_pub/G0000002erilib

This database contains page images of the materials, which are available for reading. If you wish to use them in publication as reference, please obtain permission in advance. (For additional information, please contact us.)



# Need help?

If you need help in finding materials or using E-resources, please contact us at ERI Library service counter. The ASK service <a href="https://opac.dl.itc.u-tokyo.ac.jp/ask/">https://opac.dl.itc.u-tokyo.ac.jp/ask/</a> is also available. ASK is a library reference service. You can send your questions via internet and receive answers from the university library staff.

# Earthquake Research Institute The University of Tokyo Library Guide 2016



#### **Opening hours (circulation and reference)**

Monday-Friday 9:00-12:00, 13:00-17:00

Closed on Saturdays, Sundays, national holidays, year-end and new-year holidays, and university-wide summer holidays

ERI members can enter the library through fingerprint authentication at any time.

2nd building, 3rd floor

1-1-1, Yayoi, Bunkyo-ku, Tokyo, 113-0032

E-MAIL: eri-lib@eri.u-tokyo.ac.jp

PHONE: +81-3-5841-5669 ext. 25669

FAX: +81-3-5800-3859

Website: http://www.eri.u-tokyo.ac.jp/tosho/index-e.html

6 1 April, 2016

### Library card

A University staff/student IC-embedded ID card is available as a library card. For a member of ERI who does not have it, ERI library issues a library card. Please bring a certificate of enrollment to ERI library. The Library card is commonly used in the University libraries.

# **Finding library materials**

We offer three searching options depending on your purposes.

 Printed materials: The University of Tokyo Library OPAC https://opac.dl.itc.u-tokyo.ac.jp/

A Catalogs of printed books and periodicals kept by UTokyo Libraries and their location details.

- E-journals and E-books: E-JOURNAL PORTAL
   http://www.lib.u-tokyo.ac.jp/ext/ejportal/

   Summary of links to electronic materials available at UTokyo (including full texts of materials stored in databases and free electronic journals available to the public).
- http://tokyo.summon.serialssolutions.com/
  TREE (UTokyo REsource Explorer) is simply a service which allows you to search academic information from one search window. You can search for books, electronic and paper materials all at once without worrying about choosing a database.

# **Borrowing and Returning**

Printed and electronic materials: TREE

Borrowing: Bring materials and your library card to the service counter.

Returning: Bring materials to the service counter. During closing hours, please leave materials to be returned in the book drop located in front of the library entrance.

#### Loan period and number of loans permitted

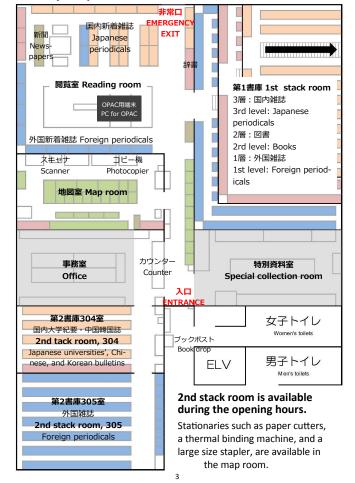
Loan period and number of loans permitted					
	Affiliation	Loan period	Number of loans permitted	Renewal allowed	
Books	ERI members	one month	no limit	once for one month	
	other UTokyo members	two weeks	five vols.	once for two weeks	
Bound periodicals	ERI members	one month	no limit	once for one month	
	other UTokyo members	two weeks	five vols.	once for two weeks	
Unbound periodicals, maps,CDs	ERI members only	one week	no limit	once for one week	

### **Location of materials**

You can freely access to the materials in the reading room and stacks. Books are located by call number order, periodicals are shelved alphabetically by title.

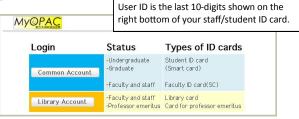
Reading room	Newly arrived periodicals, newspapers, dictionaries, CD-ROMs, etc.		
1st stack room	1st level	Back issues of foreign periodicals	
	2nd level	Books	
	3rd level	Back issues of Japanese periodicals	
2nd stack room	Room 304	Bulletins published by Japanese institutions, periodicals in Chinese and Korean languages	
	Room 305	Foreign periodicals used infrequently and periodicals in Cyrillic letters	
Map room	Geological maps, nautical charts, large scale maps, etc.		

#### Library map



#### **MyOPAC**

By logging in to MyOPAC <a href="https://opac.dl.itc.u-tokyo.ac.jp/myopac">https://opac.dl.itc.u-tokyo.ac.jp/myopac</a>, you will be able to use various services via web. "MyOPAC Delivery Request Service" (delivery of photocopied material or PDF files, etc.) required advanced registration. ERI members may register at ERI Library.



#### What Can I do with MyOPAC?

Checking up books you are borrowing and making an extension of the due date

User's service > "Check Status of Loan/Reservation" > Click "Extension" button \*1

•Reserving books or placing delivery requests of books/copies
You may reserve a book on loan or place a delivery request
for books/copies which are not available in ERI.

Log in to MyOPAC and search materials you need. Buttons as below will be shown in the search results. You may place requests by clicking them.



Click this button to reserve a book on loan or to place a delivery request. However, please note that delivery to ERI library is available for the book located on Komaba, Kashiwa, and Shirokane campuses.

Сору

There are two options of photocopy request. Requesting with "Copy" button, a hard copy will be sent to ERI library. ERI library lets you know to pick it up. \*3

**PDF** 

"PDF" is quicker and more convenient. Upon request, a PDF file of the article will be made and uploaded to the server. You will receive a notice by email from a holding library, then you can read it through PDF or print it out. PDF files are accessible through the computers on campus."



If you can not find the material you need in UTokyo, you can obtain it from other universities or institutions with "Copy/Borrow" button.\*3

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<sup>\*1</sup> You can not extend overdue books or books reserved by other users.

<sup>\*2</sup> Delivery request to the libraries on Hongo Campus are not accepted. Visit libraries in person.

<sup>\*3</sup> There will be no charge for ERI members to obtain materials. ERI Library will cover the expense.