

Special Issue for Newcomer



Shimane University Library Medical Library Newspaper

Vol. 13, extra news, English ver.

2017.4.1

Simple Questions

Medical Library Q&A

Contents

Simple Questions	1
Medical Library Q&A	
Library TIPS	2-3
Medical Library Floor Map 2017	
Services on the web	4
Website	
Local database	

Where can we enter the library from?

The entrance is on the 2nd floor

Library is the west next to the Lecture Building in Izumo Campus. School affair division is on the 1st floor.

How can we search materials?

Let's use Local database

With Shimane University Online Catalog, you can search Shimane University's materials. Details are on page 4.

When can we enter the library?

You can enter the library for 24 hours

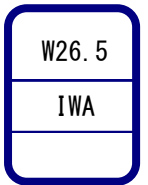
	Regular	May and August
Mon.-Fri.	9:00-20:00	9:00-17:00
Sat.-Sun. and national holidays	10:00-16:00	closed

Even if the library is closed, Izumo Campus members can use for 24 hours.

How materials are arranged?

It differ between books and periodicals

The book's Call No. shows the book's subject; Japanese books' is blue, and foreign books' is red. Our books are arranged in the order of Call No.. On the other hand, our periodicals are arranged in the alphabetical order of the title.



Call No. Label

How many books can we check out?

10 materials in total

Books	7days	10 materials (total)
Periodicals	2days	The materials with this red sticker are in-library use only.

You can renew the loan period once as long as they have not been requested by another person. Overdue materials can not be renewed. If you past the due, you would be prohibited to borrow books during the same term as exceeded days.

How to get other libraries' materials?

Let's send away for materials

You can send away for unavailable materials in Medical Library. If the book is in Main Library in Matsue, you can get it for free. Details are on page 4. If the book isn't in Shimane University Library, you can borrow it from other university libraries. In this case, you need to pay the round-trip carriage. If periodical isn't in Medical Library, you can send away for copies of articles from other libraries. In this case, you need to pay the copy charge and the carriage.

Can we use Main Library in Matsue?

Yes! Please know the differences

- You can borrow books for two weeks. Undergraduate can borrow 10 books, and graduate can borrow 15 books. You return them to either Medical Library or Main Library.
- You can also send away for the Main Library's books, ordering on OPAC. Free of charge.
- Main Library has materials of various subjects.

How can we enter the library?

You need your ID Card

During the service hours, please touch your ID Card on the IC card reader of the gate. During the other hours, the automatic door is closed. Please touch your ID Card on two readers; one is on the right side of the automatic door, and the other is on the gate. If the gate buzzer react when you are leaving the library, please let the library staff check. The library staff will see whether you have materials that have not checked out yet.

Can we use the seminar room?

Yes, if you are not alone

The seminar room, that is on the 2nd floor, is the room for use in group. To use this room, you need to make an application at the Service Desk.

Can we copy in the library?

you must keep the copyright law

You should hand in the Copy Request form (文献複写申込書) to the library staff. Please follow the rules below.

- Library materials only
- Research or academic purpose only
- Small part of a document only
 - A) books : less than half text
 - B) periodicals
 - i) the latest issue's article: less than half text
 - ii) the other issue's article*: full text (* including issues of three months after publication)
- One copy per page

I'm Miina-chan.



I'm Kensaku-kun.



I'm Raimu-Hakase. (Dr. Lime)



We are Shimane University Library's mascot!



Welcome to Shimane University!



We introduce to you about our library.



Let's use our library together!



Medical Library Floor Map 2017

Second Floor (Main floor)

Research Workstation

The computers are only for researching. You can get ID•password for it from Information Network Center.

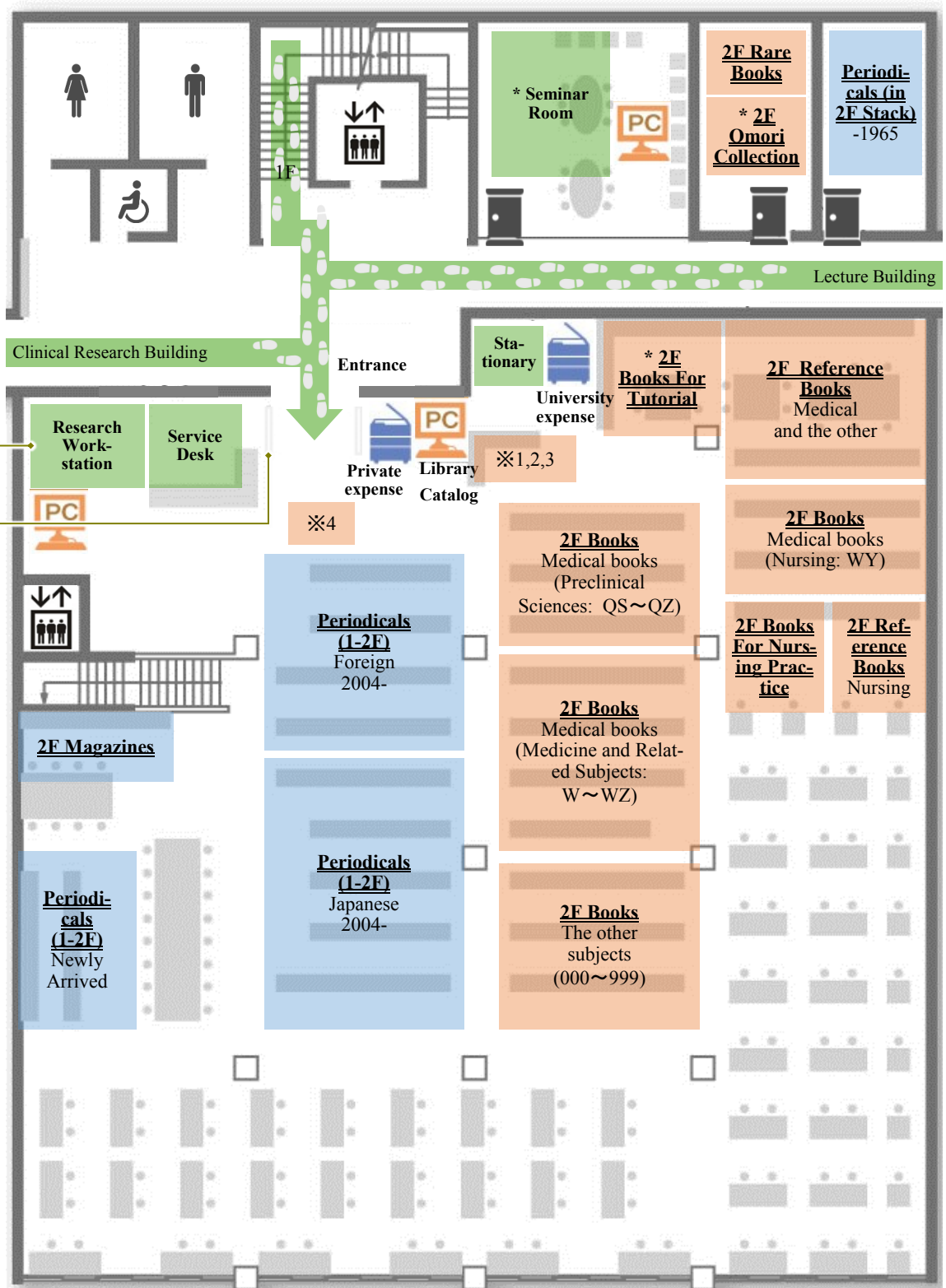


How to Check Out

- 1) Stand in front of the device.
 - 2) Touch "Lend".
 - 3) Touch your ID Card on a card reader.
 - 4) Let the device read a bar code of the book you want to borrow.
 - 5) After reading correctly, the device makes sounds like "click-clack".
 - 6) Touch "Close" as you finished all books; receipt will be issued.
- The receipt show you the loan period.
 - If the process is incomplete, the gate buzzer would react.

How to Return

- During the service hours, please return books to the Service Desk.
- During the other hours, please drop books into a post in front of the Entrance.



Please keep the rules

- Handle materials with care
- Keep your belongings
If you leave it behind, the library staff collect it at 9:00. The period of tests is more times.
- No food and drink

※1	2F Newly Arrived Books	
※2	2F Audio-visual	
※3	2F Books For Tadoku	
※4	2F Display	
*	2F Omori collection	The historical collection of Omori family, the most part is 600 old medical books.
*	2F Books For Tutorial	Books for the problem-based learning
*	Seminar Room	Room for group. You need apply at the service desk.

First Floor
(Stacks)



You can eat and drink at the lounge.

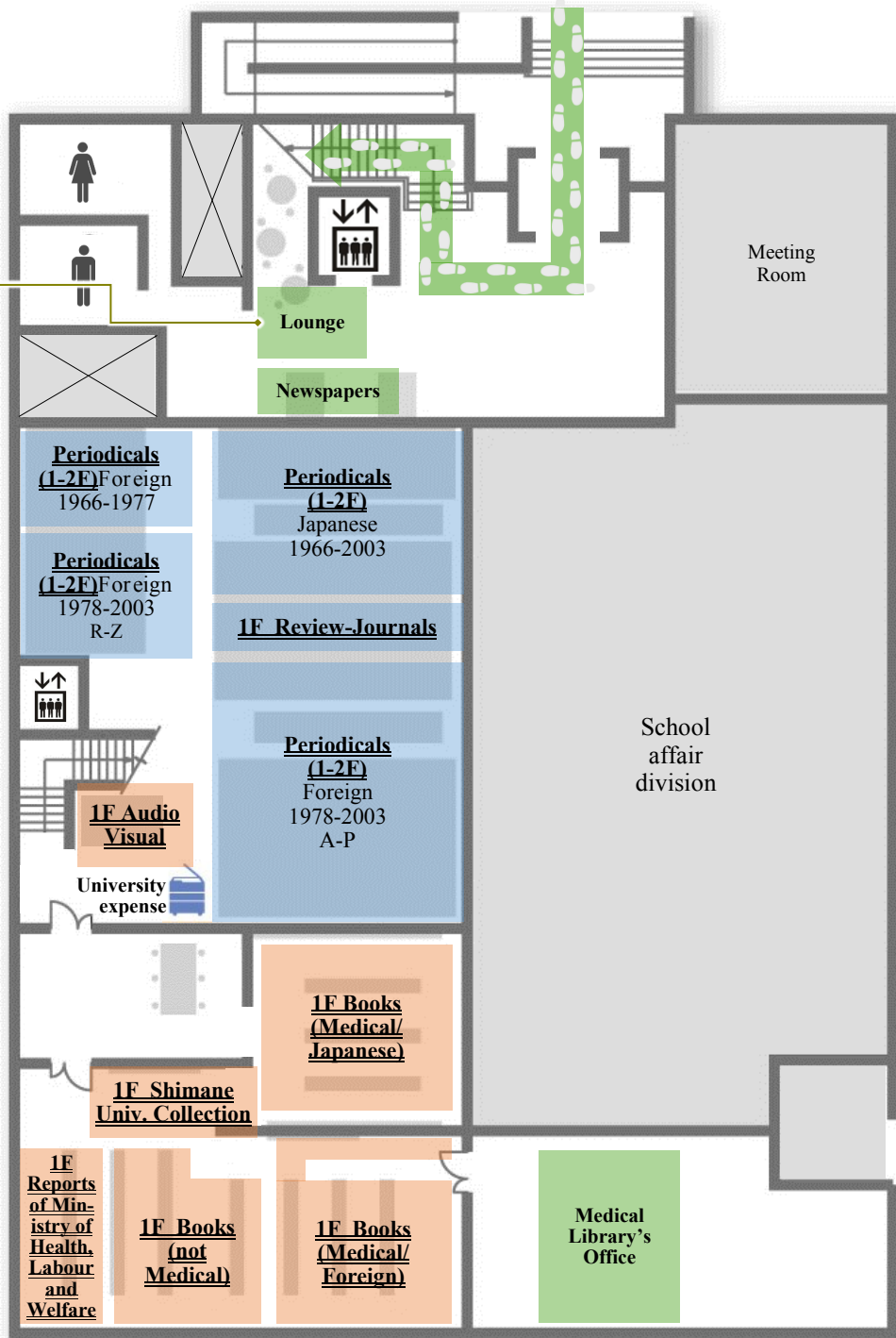
It is divided into two locations; for books and for periodicals.



Additionally, periodicals are divided by year of publication.



Where are materials that you want to get? You need to check about the location by using Shimane University online Catalog.



Third Floor

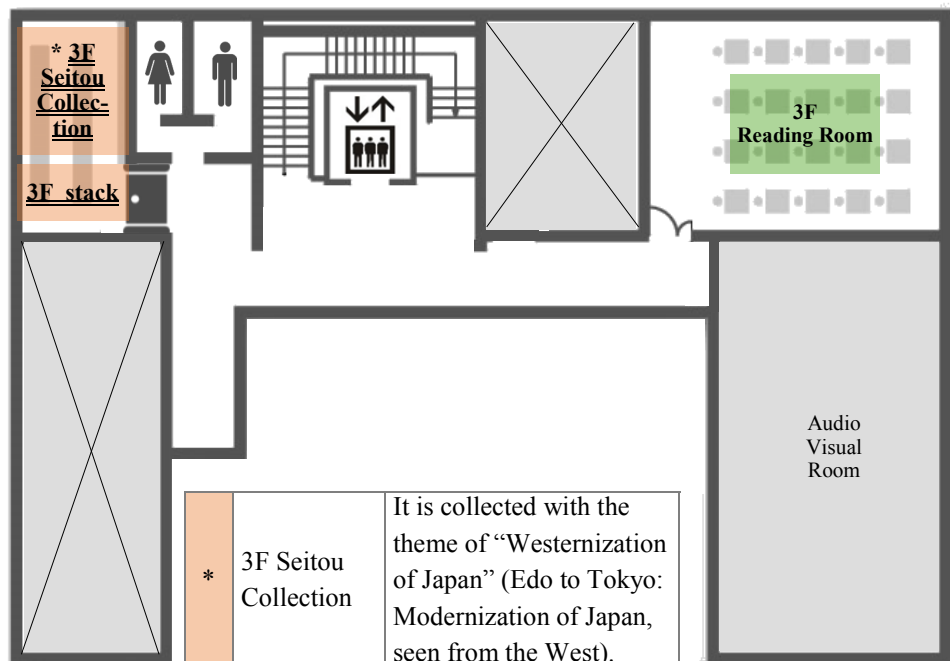
I will study at 2F. I need to use many materials!



I'll go to 3F. I like a quiet place.



Let's find your favorite place and way using library!



When is the opening hour?



How I can use e-journal?



The website is the library on the Web. Let's check it.



Local Database (Shimane University Online Catalog)

MyOPAC
You can customize the service provided by the library and make your own portal site. You can get ID・password for it from Information Network Center.

E-Resource
It consists of Discovery service, E-journals/E-books and databases.

Local Database (<http://opac.lib.shimane-u.ac.jp/opac/>)

What is Local database?



Our local database's name is Shimane University Online Catalog. You can search books and periodicals Shimane University holds by using it.



Local Database tells us whether Shimane University holds the material or not. And if yes, Local Database also tells us where the material's location is.



Search page

You can choose Simple Search or advanced Search.

You can choose language.

List page

Click on the title of material

Location	Volume	Call No.	Barcode No.	Status
2F Reading Room		NDC: 490.7/196	2143567	
MedLib.1F Japanese books(Med)		NLMC: W26.5/AWA	3149055	On Loan[2016.04.1 date]
医学・精神		NLMC: W26.5/AWA	3150848	Faculty's Office

Details page

Bibliographic information
Information about materials

Library information
Information about the location and status of materials

Reserve
You can reserve books from here.

- Books on loan
- Books in Main Library

Medical Library want you to know more about us. You can get our information through our website and our newspaper. If you have any questions, please feel free to question us.

2016.4.15
Shimane University Library Medical Library
TEL: 0853-20-2094 FAX: 0853-20-2095
MAIL: m-library@lib.shimane-u.ac.jp

