

# Welcome to Kobe Univ. Library!

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## Published by

Information Literacy Section  
Kobe University Library  
April 2022

## Library Website



<https://lib.kobe-u.ac.jp/en/>

## 1. Services on the Library Website

The screenshot shows the library website interface with the following callouts:

- 1**: User Guides menu item
- 2**: About menu item
- 3**: Collections menu item
- 4**: Research Support menu item
- 5**: Library Account menu item
- 6**: Search & Find section, including the search bar and OPAC/Discovery Service options
- 7**: Twitter social media link
- 8**: LibChat chat reference service

### ① User Guides

You can check basic information about the Kobe University Library.

### ② About the Library

Kobe University Library is composed of nine libraries. From here you can see the detailed information about each library.

### ③ Collections

You can see the information about collections of the Kobe University Library and access digitized materials via resources such as the repository.

### ④ Research Support

This menu item provides information useful for learning and about events like guidance.

### ⑤ Library Account

It provides your own space on the web. You can check due dates and apply for extensions and ILL services via this service. An ID and password distributed by the Information Science and Technology Center are necessary to use this service.

### ⑥ Search & Find

You can search for available materials by using OPAC and access available databases from the "databases" link.

### ⑦ Official Twitter

Tweets about the latest or useful information regarding the library.

### ⑧ Chat Reference

# 2. Searching for Materials at Kobe University

## ○ OPAC (Online Public Access Catalog)

You can search materials (Books, E-Books, Journals and E-Journals) in the Kobe University Library. When the book you search for is on loan or only located in a remote library, you can apply for reservation or delivery services via OPAC.

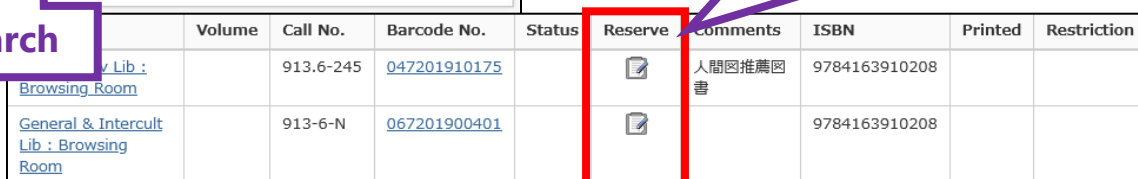
### Advanced Search

You can search for materials effectively by using multiple search conditions.

### Reservation / Campus Delivery Service

You can apply from the icon.

### Simple Search



The screenshot shows the OPAC search interface. At the top, there is a search bar with the text "Search library resources" and a "Search" button. To the right of the search bar are links for "Advanced Search", "KULiP", and "Databases". Below the search bar, there are radio buttons for "OPAC" (selected) and "Discovery Service". The main part of the screenshot is a table with the following columns: "Volume", "Call No.", "Barcode No.", "Status", "Reserve", "Comments", "ISBN", "Printed", and "Restriction". There are two rows of data in the table. The first row has "Volume" as "Browsing Room", "Call No." as "913.6-245", "Barcode No." as "047201910175", "Status" as "Available", "Reserve" as a checkmark icon, "Comments" as "人間図推薦図書", and "ISBN" as "9784163910208". The second row has "Volume" as "General & Intercult Lib : Browsing Room", "Call No." as "913-6-N", "Barcode No." as "067201900401", "Status" as "Available", "Reserve" as a checkmark icon, "Comments" as "", and "ISBN" as "9784163910208".

Volume	Call No.	Barcode No.	Status	Reserve	Comments	ISBN	Printed	Restriction
Browsing Room	913.6-245	047201910175	Available	☑	人間図推薦図書	9784163910208		
General & Intercult Lib : Browsing Room	913-6-N	067201900401	Available	☑		9784163910208		

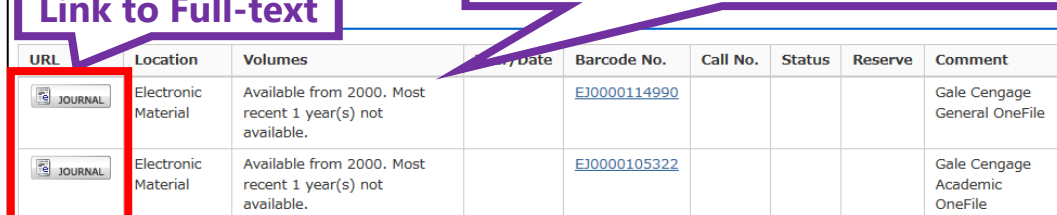
## ○ How to use e-Resources

You can access a website that provides full-text items by clicking the icons displayed in the "URL" section.

### Available Range

Please be sure to confirm available range because it is depending on provider site.

### Link to Full-text



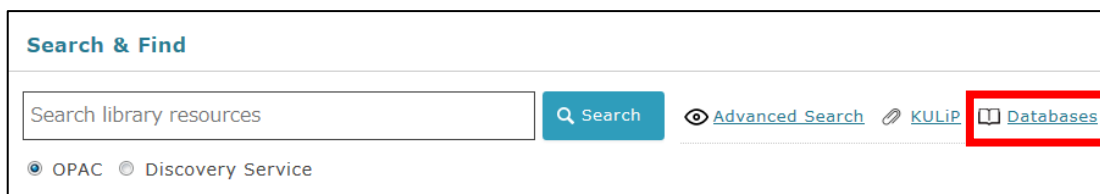
The screenshot shows an e-journal record for "Nature". At the top, it says "<E-Journal> Nature". Below that, it lists "Publisher" as "ENGLAND : [Macmillan Journals]" and "Booklet" as "Nature". There is a section "Full text available." with a "Find it! Kobe Univ." icon. Below this is a table with the following columns: "URL", "Location", "Volumes", "Date", "Barcode No.", "Call No.", "Status", "Reserve", and "Comment". There are two rows of data in the table. The first row has "URL" as a "JOURNAL" icon, "Location" as "Electronic Material", "Volumes" as "Available from 2000. Most recent 1 year(s) not available.", "Date" as "", "Barcode No." as "EJ0000114990", "Call No." as "", "Status" as "", "Reserve" as "", and "Comment" as "Gale Cengage General OneFile". The second row has "URL" as a "JOURNAL" icon, "Location" as "Electronic Material", "Volumes" as "Available from 2000. Most recent 1 year(s) not available.", "Date" as "", "Barcode No." as "EJ0000105322", "Call No." as "", "Status" as "", "Reserve" as "", and "Comment" as "Gale Cengage Academic OneFile".

URL	Location	Volumes	Date	Barcode No.	Call No.	Status	Reserve	Comment
JOURNAL	Electronic Material	Available from 2000. Most recent 1 year(s) not available.		EJ0000114990				Gale Cengage General OneFile
JOURNAL	Electronic Material	Available from 2000. Most recent 1 year(s) not available.		EJ0000105322				Gale Cengage Academic OneFile

## ○ Using Databases

When you click the "Databases" link on the Library website, the databases and search tools that are available in Kobe University are listed in alphabetical order.

By clicking each database name, you can check their link, detailed information, and Users' guide.



The databases and e-journals that Kobe University subscribes to are available via the on-campus network. If you want to use them from off-campus, please use the **VPN Connection Service** or **GakuNin Federation** provided by the Information Science and Technology Center.

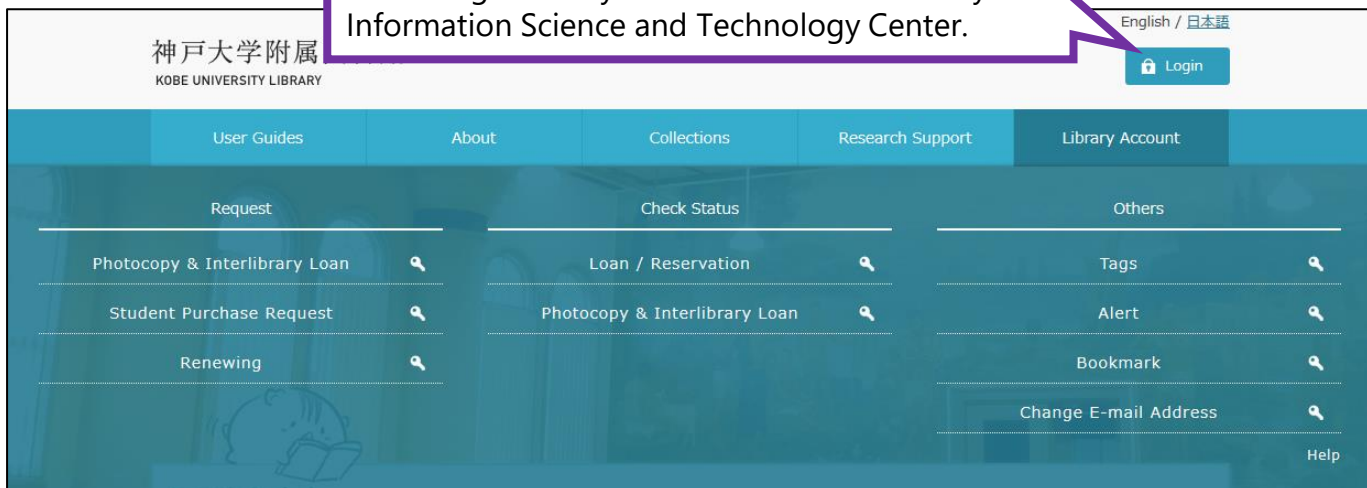
※ The right to use databases or e-journals may be suspended if you download a large amount of files in a short time. Please do not take a large number of download at once.

# 3. Using the Account Service

By logging in to the library website with your own account, you can use each library service.

## Login Button

Please log in with your account distributed by the Information Science and Technology Center.



## ○ Request

### Photocopy & Interlibrary Loan (Charged)

If you cannot obtain books and articles you want at the Kobe University Library or on the web, please use these services. You will receive books or copies of articles you want from other institutes. You can also apply for photocopy requests from the remote libraries of Kobe University. When you want to pay charges for this service using public funds, please contact the library section in advance in charge about the public fund you want to spend.

## ○ Renewing

You can renew items due date on the web.

## ○ Check Status

You can check the status of materials you borrow and your lending history. You can also see the status of reserved books, photocopies and interlibrary loans.

## ○ Others

In addition to the above, you can manage library materials by adding tabs or bookmarks, and receive notifications about new arrival books by using the account service.

## Regarding “Custom-made Guidance” and “KULiP: Learning Objects”

### ○ Custom-made Guidance

The Kobe University Library receives application for Custom-made Guidance, a tailored guidance program that we create based on your needs.

### ○ KULiP (Kobe University Library Pathfinder): Learning Resources

“KULiP: Learning Resources” is content for supporting your class by introducing bibliographies which will be useful for your lectures.



Please ask the Information Literacy Section about the detailed information and how to apply for the Custom-made Guidance (please select “Library Guidance” from pull-down menu).  
<https://lib.kobe-u.ac.jp/en/userguides/contact/>

# 4. Purchasing Laboratory Possession Books

When you apply for purchase of laboratory possession books, please use 会計業務システム (System for the Accounting Process). Please ask the library section in charge if you have any questions about this system. Regarding subscription to journals, please ask the library section in charge without using 会計業務システム.

## 会計業務システム (System for the Accounting Process)

<https://kaikei.ofc.kobe-u.ac.jp:20083/>

### ● Reception of the Laboratory Possession Books

We will contact you by e-mail after processing your laboratory possession books.  
Please make inquiries to the library section in charge about where you can receive them.

### ● Fiscal Year End Accounting

The deadline is different depending on the budget you use. When you submit a purchase request, please consider the delivery date.

The library section in charge will contact you about the details of this.

※ We will send e-mail to your official e-mail address distributed by the Information Science and Technology Center.  
Please set up e-mail forwarding or similar in advance, if you will not use this e-mail address.

## ○ Inquiries

Belonging	Purchasing	Reception	Library Services
Graduate School of Intercultural Studies / Institute for promoting of Higher Education / School of Languages and Communication	Acquisition Section (Ex.: 7326) <a href="mailto:kyoyo@lib.kobe-u.ac.jp">kyoyo@lib.kobe-u.ac.jp</a>	Information Service Section for Intercultural Sciences and General Library (Ex.: 7351) <a href="mailto:glibsvc@lib.kobe-u.ac.jp">glibsvc@lib.kobe-u.ac.jp</a>	
Graduate School of Law / Economics / Business Administration / International Cooperation Studies	Acquisition Section (Ex.: 7324) <a href="mailto:ukeire@lib.kobe-u.ac.jp">ukeire@lib.kobe-u.ac.jp</a>	Information Service Section for Social Sciences (Ex.: 7339) <a href="mailto:shakei-service@lib.kobe-u.ac.jp">shakei-service@lib.kobe-u.ac.jp</a>	
Graduate School of Science / Engineering / Agricultural Science / System Informatics / Science, Technology and Innovation and other centers		Information Service Section for Science and Technology (Ex.: 5306) <a href="mailto:nlibsvc@lib.kobe-u.ac.jp">nlibsvc@lib.kobe-u.ac.jp</a>	
Graduate School of Humanities / Center for International Education		Information Service Section for Humanities (Ex.: 5585) <a href="mailto:llibsvc@lib.kobe-u.ac.jp">llibsvc@lib.kobe-u.ac.jp</a>	
Graduate School of Human Development and Environment		Information Service Section for Human Development Sciences (Ex.: 7951) <a href="mailto:plibsvc@lib.kobe-u.ac.jp">plibsvc@lib.kobe-u.ac.jp</a>	
Research Institute for Economics and Business Administration		Library Section of the Research Institute for Economics and Business Administration (Ex.: 7025) <a href="mailto:tosyo@rieb.kobe-u.ac.jp">tosyo@rieb.kobe-u.ac.jp</a>	
Graduate School of Medicine / Hospital		Information Service Section for Medical Sciences (Ex.: 5310) <a href="mailto:mlibsvc@lib.kobe-u.ac.jp">mlibsvc@lib.kobe-u.ac.jp</a>	
Graduate School of Health Sciences		Information Service Section for Health Sciences (Ex.: 4505) <a href="mailto:dlibsvc@lib.kobe-u.ac.jp">dlibsvc@lib.kobe-u.ac.jp</a>	
Graduate School of Maritime Sciences		Information Service Section for maritime Sciences (Ex.: 6237) <a href="mailto:wlibsvc@lib.kobe-u.ac.jp">wlibsvc@lib.kobe-u.ac.jp</a>	

## Kernel (Kobe University Repository)

The Kernel is a database to store and provide productions created by researchers of Kobe University.  
Please register your research achievements with the kernel!



Kernel: <http://www.lib.kobe-u.ac.jp/kernel>

Inquiry: Digital Library Section (Ex: 7333) [repo@lib.kobe-u.ac.jp](mailto:repo@lib.kobe-u.ac.jp)

