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.
2. Searching for Books and Periodicals Using OPAC

**OPAC (Online Public Access Catalog)**

You can search for various resources by changing tabs.
- Kobe Univ.: Searching for Kobe University Library holdings.
- Other Universities(CiNii Books): Searching for other institutes’ library holdings

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.

### Searching for materials by theme
- (keywords / classification / subject......)

### Searching for the specified material
- (title / author name / ISBN......)

**Searching for material possessed by Kobe University [OPAC]**

- Kobe Univ. Library possesses it
  - It is possessed in remote library
  - It is on loan

- Kobe Univ. Library does not possess it
  - Searching other institutes’ libraries [Other Universities(CiNii Books)]
    - Purchase Request
    - Visiting Other Libraries
    - Interlibrary Loan (Charged)
    - Photocopy Request (Charged)

**Obtaining item**

**Simple Search**

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

**Advanced Search**

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

For further information about OPAC, please refer to “Using the OPAC to Find Library Resources”.

3. Searching for / Using e-Resources and Theses

○ Searching for e-Resources

OPAC can also search for e-resources such as e-books or e-journals. You can access a website that provides full-text items by clicking the icon displayed in the “URL” section.

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

○ 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.

Primary Databases

Web of Science Core Collection (English articles), CiNii Articles (Japanese articles), JapanKnowledge Lib (dictionaries, encyclopedias), Lexis Advance (precedents, law reviews, news), EndNote basic (document management tool)......

With Discovery Search, you can search for many kinds of materials no matter whether they are held by the Kobe University Library or not. 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.

Please see also “KULiP: Information Retrieval Methods / Self-study Resources” about how to search for information or more detailed information about databases. https://lib.kobe-u.ac.jp/kulip/top-en/
4. Using the Account Services

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**
If you cannot obtain books or articles you want at the Kobe University Library and on the web, please use these services. You will receive books or copies of articles from other institutes **(Charged)**. You can also apply for photocopy requests from remote libraries of Kobe University.

**Student Purchase Request**
You can request to purchase books and shelve them at the library of your choice if they are not held at the Kobe University Library.

**Renewing**
You can renew items due date on the web for the first time only for each book. Please come to the library information desk if you want to renew them two or more times.

○ **Check Status**
You can check the status of materials you borrow. 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.

The Kobe University Library holds library guidance such as library tours or guidance about how to search for library resources. We also accept applications for Custom-made Guidance, a tailored guidance program that we create based on your needs. Please ask the Information Literacy Section for detailed information about how to apply for Custom-made Guidance (please select “Library Guidance” from the pull-down menu).