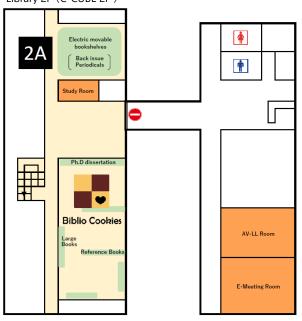
### Floor Map

# Library 1F (C-CUBE 1F) Ġ ځ TOEIC Chikushi Hall Director's Office Class. code 500-599 Class, codes 1D

Library 2F (C-CUBE 2F)



Please apply at the counter to use the orange rooms.

Study Room is not available for online classes.

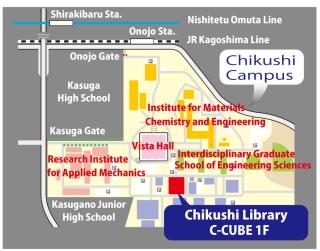
### **Precautions**

- Food or beverages may be kept from being brought or consumed in our library.
  - \*Plastic and other lidded bottles are permitted.
- Please be sure to carry your wallet and valuables.
- Ensure to leave library materials or personal belongings unattended for long periods to secure seats.
- Online lectures must be taken in the designated places.
- Disinfectant solutions and thermography cameras are available.
- Use Biblio Cookies on the 2nd floor for group learning.



#### Access

\*8 min. walk from JR Onojo Sta. \*20 min. walk from Nishitetsu Shirakibaru Sta.



Kyushu University Chikushi Library

₹816-8580 6-1, Kasugakoen, Kasuga-city, Fukuoka

TEL: 092-583-7020

2023.8

E-mail: srttosho@jimu.kyushu-u.ac.jp

## Kyushu University Chikushi Library

**User Guide** for university members



### **Opening Hours**

Weekdays 9 a.m. - 8 p.m. Saturday 10 a.m. - 6 p.m.

### Closed

- Sunday / National Holidays
- Summer-Holidays in mid–August
- The year-end and New Year Holidays

#### Please check the library website

Opening hours may vary from the times listed above.









@kyushuunivlib

https://www.lib.kyushu-u.ac.jp/

Check It!!

### **Entrance / Exit Gates**

- Student / Staff ID are needed to enter the library.
- When you leave the library, if you carry out library materials without checking out properly, the security system sounds <u>alarms</u> at the gate.

### **Library Card**

Library User Cards are as follows.

Undergraduate / Graduate	Student ID	
Non-Degree / Student Library Card		
Faculty / Staff Staff ID or Personal Cards		
Professor Emeritus	Professor Emeritus Cards	

#### Website

#### **Kyushu U Library website**

PC / Mobile: https://www.lib.kyushu-u.ac.jp/en

#### **Collections, Book search system**

- This service allows you to search and locate for the library materials possessed by Kyushu U.
- You can connect to Kyushu U network with your own PC or other devices via wireless LAN, kitenet or edunet in our library.

### My Page, Online Library Service

Various services of Kyushu U Library can be used on the website. The following services can be used even off-campus as long as you can connect to the Internet.

#### You need to login with your SSO-KID

- Inter-Campus Delivery
- Reservation of materials
- Inquiries materials that someone has borrowed or reserved
- Renewing your own borrowed
- Application for a photocopy of materials and Interlibrary Loan Service
- Book Purchase Request

### Reading

- You can freely access materials in the library except for some materials.
- Return materials to the original location after use.
- Ph.D dissertations can only be viewed inside the library.
  Please make active use of Kyushu U Institutional Repository.

### **Borrowing**

#### **Borrowing**

	Numbers	Loan period
Books	10 items	2 weeks
Periodicals	2 items	2 days

 Newspapers, reference books, and audio-visual materials can only be used inside the library.

#### Reservation

If another user checks out the book you need, you can make reservations by clicking the" Reserve" button on the search result page on the website.

#### Renewal

- Only for books, Unless other users reserve them, you can renew items on the "My Page" by the due date. The maximum number of extensions is different for each branch library.
- Books of Chikushi Library can be renewed twice.
- Periodicals cannot be renewed for checkout.

#### Note:

 In case you damage or lose materials, you have to compensate for them.

### Returning

- Even when the library is open, you can return to drop-box.
- You can return materials at any library of Kyushu U.
- While your borrowing book is overdue, you cannot borrow a new one.

#### E-Resources

Most E-Resources are accessible only via the university network due to agreements with publishers. If you'd like to access them from an off-campus location, sign in the website with your SSO-KID. The main contents are as follows.

#### **Electronic journal**

Electronic versions of major academic journals

#### Reference search

- Web of Science (Coverage: International)
- Scopus (Coverage: International )
- CiNii (Coverage: Japanese )

### Photocopying

#### Photocopy in the library [Charged]

A coin-operated machine is available.
 (Black and white only / 10 yen per sheet)

#### **Photocopy request [Charged]**

- If a periodical that includes an article you need is located at other libraries of Kyushu U or other institutions, you can request it online.
- Photocopying of materials is permitted within the limits of Japanese copyright law. One copy of a part of the materials is allowed per person for research purposes.
- Beginning in FY2020, the cost of ordering copies is subsdized based on certain conditions and may be free of charge.

### **Book Loan**

#### **Inter-Campus Book Delivery Service [free]**

You can request materials from other libraries of Kyushu U and receive them at your campus. The request can be made on the search result page in the collections.

#### **Interlibrary Loan Service [Charged]**

If a book is not at any libraries of Kyushu U, you can request it from other institutions online.