

Entrance

The stairs in front of the 1st floor reception counter take you up to the entrance gate. Please enter by scanning your student or staff I.D. at the entrance gate. If you forget your student or staff I.D., please go to the 1st floor reception counter.

Checkout and Renewal of Materials

Check out books with your student or staff I.D. at the service counter on the 2nd floor, or use the self checkout and return machine. While still within the loan period, you can renew a book once if no one has reserved it.

	Open-shelf collection		Archived works	
	Limit	Period	Limit	Period
Undergraduate students	5	2 Weeks	5	3 months
Graduate students			10	
Faculty members Professors emeritus			30	1 year

- *Up to 2 Extensive English Reading books can be checked out for 2 weeks.
- *Rare books, reference materials, newspapers, magazines, and audio visual materials may not be checked out.
- *During vacation periods, materials may be checked out for extended periods.

Returns

Return materials within your loan period to the service counter on the 2nd floor or use the self checkout and return machine. When the library is closed, you can use the book drop.

Reservations

Books that are currently checked out may be reserved. Please ask at the service counter on the 2nd floor.

Search of Library Collection (OPAC)

All library materials at Iwate University libraries may be searched on OPAC.

My Library (Portal site for individuals)

Use this to check the loan status of materials, renew materials, make reservations, request acquisitions, and use the My Bookshelf function. Log in from the OPAC screen. **Only for people affiliated with university**

ID :The portion of your university email address before the @ symbol. (ex: for an email address of xxxx@iwate-u.ac.jp then xxxx)
Password: Same as the password for your university mailbox

Copy Services and Inter-Library Loans

You may request to borrow or acquire copies of materials not available at the Iwate University Library from other university libraries and research institutions. Please inquire at the reception counter on the 1st floor. **(You are responsible for copy and postage fees.)**

Letters of Introduction for other University Libraries

If you need a letter of introduction in order to use the library of another university, we can issue you one. Please inquire at the reception counter on the 1st floor. (Issuance takes a few days.)

Only for people affiliated with university

Copy Machine (coin operated)

Materials in the library collection may be copied in accordance with copyright law. (Materials brought into the library and notebook pages may not be copied.) Black and white copies: ¥10 per page Color copies: ¥40 per page

Computers

Computers are available for use in the multimedia center. A University Co-op member's card is necessary to use the printer. **Only for people affiliated with university**

Wi-Fi

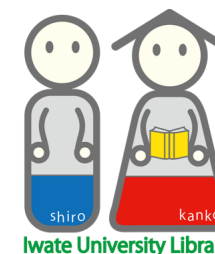
The Wi-Fi network "wl-iwate-u-net" is available for use in the 4th floor group seminar and reading rooms, the 3rd floor group study area, from the south side of the 2nd floor to the support desk, and in the café corner area on the 1st floor. Please check the University Super Computing and Information Sciences Center webpage for usage details. **Only for people affiliated with university**

While at the library

- ◎Please put your phone into silent mode and refrain from speaking on the phone.
- ◎No food is allowed on the 2nd to 5th floors. Drinks in plastic bottles and containers with lids are allowed (No food or drinks are allowed in the multimedia center, internet corner, or the stacks.)
- ◎Please return materials on time. Returning materials late will result in your being unable to check out further materials for as many days as the materials were overdue. (Up to one month.)
- ◎You will be required to follow the procedure for compensation when materials are damaged or lost. Please notify the library as soon as possible.
- ◎Please do not leave your valuables unattended.

Library Policies

Iwate University



	Hours	
Weekday	9:00	~ 21:00
Exam period	9:00	~ 21:45
Vacation period	9:00	~ 17:00
Weekend	10:00	~ 18:00

○ 1F reception counter Weekday: 9:00 a.m. - 6:00 p.m.
(Vacation period until 5:00 p.m.) Weekend and public holidays: Closed

Library Closed

Summer vacation and public holidays
New Year's holiday

and other days recognized by the library director

3-18-8 Ueda, Morioka, Iwate 020-8550
Tel: 019-621-6082 Fax: 019-621-6088
Email lsomu@iwate-u.ac.jp
<http://www.lib.iwate-u.ac.jp/>

Library Map

1st floor: Offices and Other Facilities

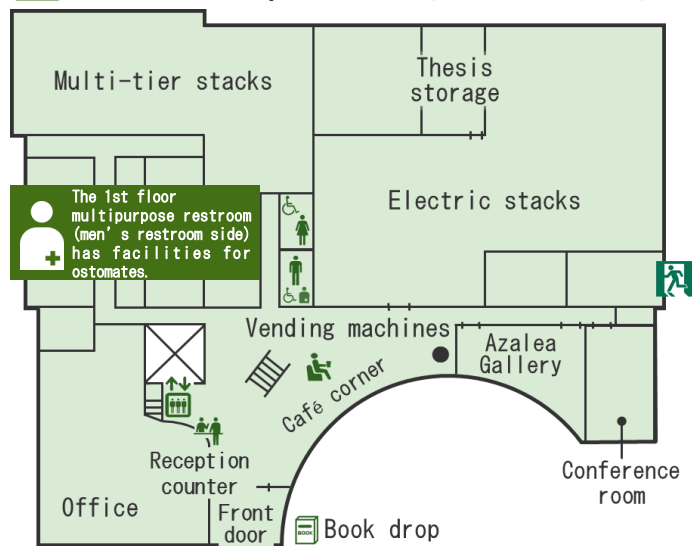
Reception Counter Please apply here for library cards, to check out material or receive copies of material from other institutions, or to use the Azalea Gallery and other facilities, including lifelong education and multipurpose study rooms. [Hours Weekday: 9:00 a.m. - 6:00 p.m. (Vacation period until 5:00 p.m.) Weekend and public holidays: Closed]

Café Corner Please use this space to eat and take breaks. (No food is allowed on the 2nd to 5th floors.) Beverages are available from vending machines.

Azalea Gallery This is an art exhibition space. It is used to exhibit art pieces created by students in art classes or extracurricular activities and for displays of works from the university and library collections.

Electric Stacks This room holds materials used during the university's prior incarnation as Iwate Normal School, materials from the Morioka College of Agriculture and Forestry and books located in each university faculty library until 1971.

Book Drop Please return library materials here when the library is closed. (At the front door)



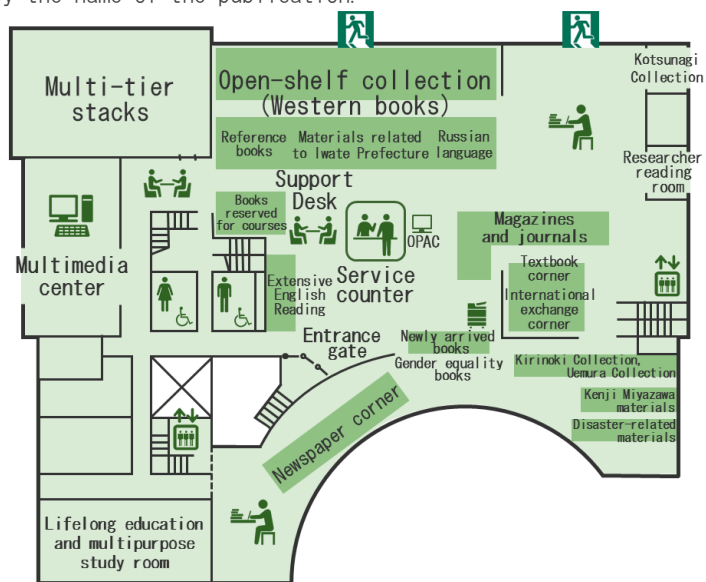
2nd floor: Open-shelf collection (Western books) reference books, newspapers, and other books

On the 2nd floor there is an open shelf collection (Western books), dictionaries, encyclopedias, newspapers, academic journals, areas with numerous materials on a particular topic.

Service Counter Inquire at this counter about book checkout, returns, holds, library materials, use of electric stacks or multi-tier stacks, and use of group seminar or reading rooms. You may borrow projectors, computers, and other devices here also.

Learning Support Desk Coordinators and faculty members provide academic consultation and instruction based on the needs and capacities of the individual. (Please check the bulletin board in advance to see the instructor on duty and available times.)

Multi-tier Stacks Academic journals and collections of dissertations are in alphabetical order by the name of the publication.

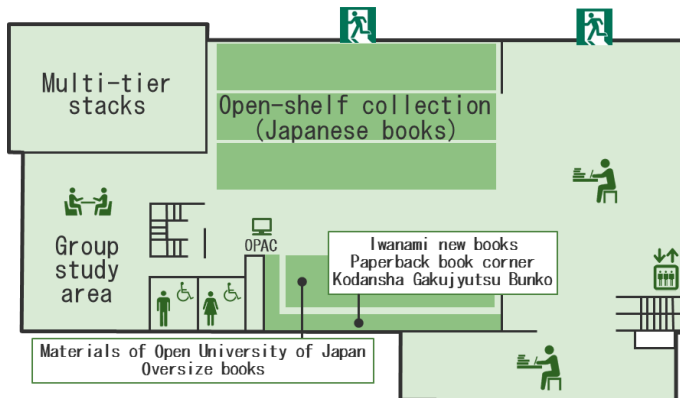


© The seats in this library are divided into areas for individuals to study quietly and areas for group study where conversation is permitted. Please use the area appropriate for your needs.

3rd floor: Open-shelf Collection (Japanese Books)

The 3rd floor includes an open-shelf collection (Japanese books), oversize books, and paperback books. (Iwanamishinsho, Kodanshagakujutsubunko and other paperback books)

Group Study Area This area is for group study through discussion and debate. The seats are movable to adjust for group size, and there is a white board for use.



E-Books, E-journals, and databases of other academic information are available on the library website. (<http://www.lib.iwate-u.ac.jp>)

4th floor: Rooms for group study

Group seminar room (Up to 42 people) This is a lecture room with a TV, video screen, and projector. It is available for study groups or lectures for 10 people or more.

Group reading room (Up to 10 people) This is a meeting room. It is available for study groups of 4 people or more.

5th floor: Materials room

This is where the library stores the archives, old books bound in the traditional Japanese manner, wall charts, illustrations and other teaching materials used at the Morioka Agricultural and Forestry High School, and valuable texts. If you would like access to any of these materials, please inquire first at the reception counter on the 1st floor.