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# How to Find Books in the Komaba Library

Let's use the University of Tokyo OPAC.

You can use the University of Tokyo Library OPAC to search for books in the University. This guide will show you how to use it.



**OPAC** is an abbreviation for Online Public Access Catalog. At the OPAC, you can find out which library/laboratory in the University holds the books and resources.

#### **1.** Accessing the UTokyo OPAC

- You can use the OPAC terminals provided on each floor in the library.
- OPAC is also usable by your own PC or smartphone. https://opac.dl.itc.u-tokyo.ac.jp/opac/opac search/?lang=1

# **2.** Searching by Keywords

Please enter keywords such as book title or author name in the search box.



# **3.** Selecting a Book from the Search Results

Click a book title in the search results to display the details.

C Select All	😂 Send Mail 🜔 Output File 🚇 Export to RefWorks 🛞 Export to EndNote 📝 Details of Selected Items
□ 21. 村上春樹と 東京 : 彩流社 ■ Books <	:ポストモダン・ジャパン:グローバル化の文化と文学 / 三浦地一著 t, 2014.3 2003211401>
22. The stran hardcover,el	ge library / Haruki Murakami ; translated from the Japanese by Ted Goossen Book - First United State Edition New York : Alfred A. Knopf , 2014 (2003310874>
23. 1Q84 / Ha Vintage Inte	aruki Murakami ; translated from the Japanese by Jay Rubin and Philip Gabriel mational ed New York : Vintage Books ; 2013, c2011 :2003173498>
<ul> <li>24. 村上春樹湖 川泰久,西 京都: ミネル</li> </ul>	勧める比喩事典 = MURAKAMI HARUKI'S figurative expressions : a guidebook with citations and comments 認識原著 パッ構業 2013.9

### **4.** Finding Out the Location

You can see where the book is on the details screen.



# Please check the location and call no.

- Location shows which floor it is on.
- Call No. indicates where on the bookshelf.

#### What is the Call Number?

A call number indicates the book's subject.

The library books are arranged by subjects and shelved in the call number's order.

The "Call number" label is affixed to the spine of each book.

If you don't write down the number, you may waste time finding the book!

For example, the call number "895.635:M972" looks like below on the label.  ${\ensuremath{\wp}}$ 



The location of each genre is posted on each floor.

# **5.** When you find the book you want...

#### Let's browse the books near it.

You may find a good book by chance that you couldn't find in OPAC!

#### Let's find more books!

You can find more books shelved at other locations by the same call number.

#### ⇒B1F Research Books

You may find a book with more specialized content.

#### ⇒2F/B1F Reference Books

You may find dictionaries or handbooks of related themes.

# **Tips for OPAC Search**

# Let's master the advanced search!

On the OPAC, there is an advanced search that makes you find materials more reliably.

By setting the material types or search conditions specifically, you can narrow down the books and resources corresponding to the keywords.

# How to Find Only the Materials of the Komaba Library

#### Method 1

Please set "Komaba I Campus" or "Komaba Library" in the "Campus" column on the advanced search screen.



#### Method 2

When you do a keyword search on the simple search, you can see the filtering items on the screen's left side.

If you filter by location to the Komaba Library, it narrows down only the Komaba Library books and resources.

### Filtering Item



# **Related Tips**

You can request books from other campuses using web services called MyOPAC.

You can log in to MyOPAC with your UTokyo Account from the login button on the top page of the OPAC!



University of Tokyo Library OPAC https://opac.dl.itc.utokyo.ac.jp/opac/opac\_search/?lang=1



# Web Access

△ <u>https://www.lib.u-tokyo.ac.jp/en/library/komaba</u> Twitter @UTokyoKomabaLib

# Contact

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