

# How to access databases, e-journals and e-books from off-campus.

## EZproxy

EZproxy is a service contracted by the University of Tokyo allowing members to access electronic resources (databases, e-journals, e-books) from their home or other off-campus locations.

### How to use

#### Sign in

You will need your UTokyo Account to use EZproxy.



#### On service

While using EZproxy, “.utokyo.idm.oclc.org” will be displayed in the URL.



#### Sign out

There is no sign out button.

When you exit EZproxy, **please close your browser completely.**

For more  
information

#### Using EZproxy

<https://www.lib.u-tokyo.ac.jp/en/library/literacy/user-guide/campus/offcampus/ezproxy>

Academic Information Literacy Section, ITG, The University of Tokyo  
2023.6  
literacy@lib.u-tokyo.ac.jp

# How to use the database

## 1. Select a database.

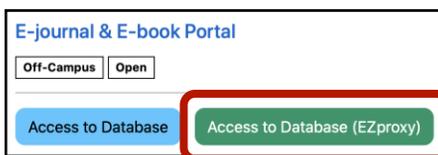
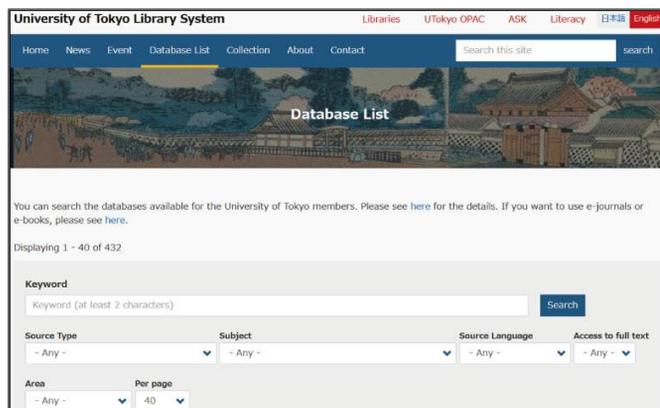
Access the “Database” on the University of Tokyo Library System

<https://www.lib.u-tokyo.ac.jp/en/library/contents/database>

Select a database.

Click on the “Access to database (EZproxy)”.

Please read the notes carefully before using the database.



(Simultaneous users:2) Click on 'Log off' after usage.

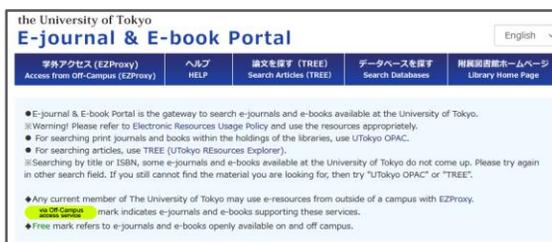
## 2. Signing in to EZproxy

You will be taken to the UTokyo Account sign-in page, sign in with your UTokyo Account and password.



The top page of the database will be displayed.

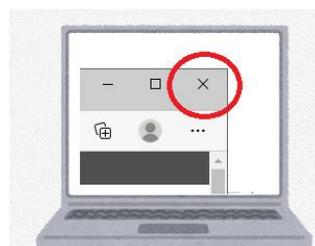
When you want to use e-journals or e-books, please refer to page 3.



## 3. Signing out of EZproxy

When you exit EZproxy, please close your browser completely.

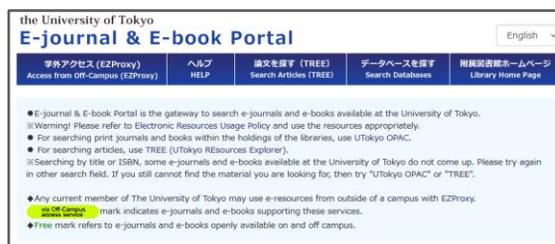
Some databases have a maximum number that can access simultaneously. Please log out of the database when you have finished using it before you close your browser.



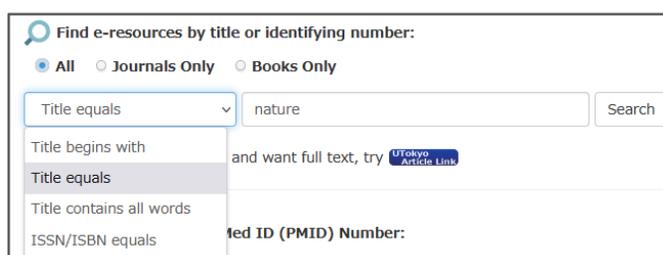
# How to use e-journals and e-books

## 1. Accessing the E-journal & E-book Portal

Refer to 1 - 2 on page 2 to access E-journal & E-book Portal via EZproxy.



Enter the title of the e-journal or e-book you want to access in the search box and click the search button.



The search results will be displayed.

■ Check the available period from ●● to ●●  
For each platform, the period available at the University of Tokyo will be displayed as described above.

■ Check the icon   
Only platforms with this green icon can be accessed from off-campus.

Clicking on the database name or platform name will take you to a page where you can read the e-journals or e-books.



## 2. Signing out of EZproxy

When you exit EZproxy, please close your browser completely.



# Please read

1. It is prohibited to use the electronic resources for purposes other than personal academic research and education.
2. It is prohibited to transfer any information acquired using this service to third parties (This will be considered a breach of the publishing contract / copyright infringement).
3. By the publisher terms of use, it is prohibited to download a large amount of data (including the main text of a dissertation) contained in databases, e-journals, and e-books. In case of breach, the publisher may block the IP address, making the data unavailable throughout the university. (Disable the “prefetch link” function in the browser.)
4. Manage your UTokyo Account and password securely to avoid disclosing them to third parties. Additionally, access this service from your own personal computer whenever possible. By accessing it from a computer that is not managed by you, your account details and password can remain on the computer and may be misused by someone else.
5. Adhere to the University of Tokyo Information Ethics Guidelines (<https://www.u-tokyo.ac.jp/adm/cie/ja/index.html>).
6. Some of the electronic resources may not be available for use with certain network firewalls.
7. Some of the databases, e-journals, and e-books that can be accessed on campus cannot be accessed via EZproxy.
8. When you finish using EZproxy, close the browser completely.

See also <https://www.lib.u-tokyo.ac.jp/en/library/literacy/user-guide/campus/caution>

## Contact Information

**ASK Service** <https://opac.dl.itc.u-tokyo.ac.jp/opac/ask/?lang=1>

About how to use databases, e-journals and e-books.

**UTokyo Account** [https://utelecon.adm.u-tokyo.ac.jp/en/utokyo\\_account/](https://utelecon.adm.u-tokyo.ac.jp/en/utokyo_account/)

About UTokyo Account