

# Nagoya University Bioagricultural Library User's Guide for NU members

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<https://www.agr.nagoya-u.ac.jp/~library/indexe.html>

## Opening Hours

9:00-20:00 on week days

- **Closed:** Sat., Sun., National holidays, Summer holidays (Bon Period), Winter holidays (28<sup>th</sup> Dec. to 4<sup>th</sup> Jan.)
- Temporary closures will be announced on the website and by posting notices.
- Faculty/Staff/Students of Graduate school of Bioagricultural Sciences can use the library during closed dates from 9:00 to 20:00. (Browsing and Photocopying Only)

## Admission

No procedure is required when entering the library.

All of the materials in the library are accessible freely.

## Browsing

Books are arranged by Call Number. When you look for the particular book, please check the call number and location on the OPAC.

OPAC's Location "Agr \*\*\*" means the material is held in laboratory. If you would like to use such a material, please ask at the service desk.

## Borrowing

Please bring books, journals and ID card to the service desk.  
You need to fill out a loan application form depending on the case.

OPAC Location	Types of Materials	Loan Limits		Loan Periods
		AGR Members	Other Dept. Members	
Agr Lib Books for Students	Books for Students	3 items	2 items	7 days
	Audio-visual Materials	2 items	2 items	
Agr Lib Books in Stack Agr Lib Collection	Books in Stack	5 items	3 items	
Agr Lib Journals	Bound Journals	2 items	1 item	2 days
	Unbound Journals	10 items	1 item	

- **Temporary Loan:** Instead of returning on the same day, you can borrow almost everything (except dissertations and some of audio-visual materials) without loan limit.
- **Renewals:** Renewals can be made twice before the due date unless reservation has been made by another user. You can renew via OPAC or at the service desk.
- **Reservations:** You can reserve the books on loan via OPAC.

## Returning

Please return the materials to the service desk.  
Book Drop can be used when the library is closed.

If you have an overdue book, you may not borrow any materials.

## Photocopy

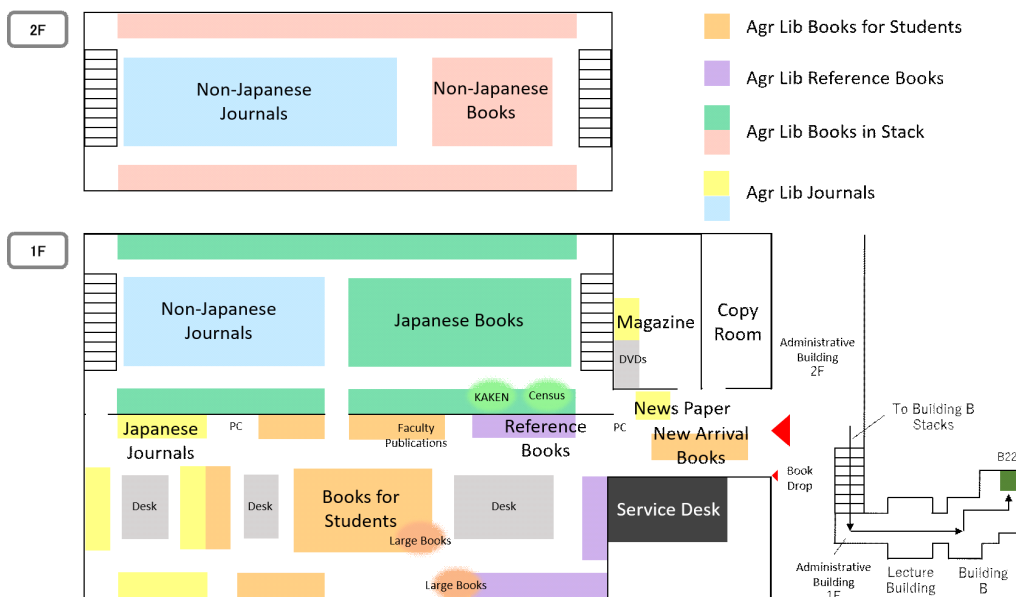
Making copies of library items is permitted within the limits specified by the Copyright Act, Article 31.

Please use a copy card distributed to each laboratories and fill in a photocopy application form for university expense.

You can't make photocopies at private expense in the library. Please borrow or apply for temporary borrowing first, and then use a copy machine outside.

Photocopy machine in the copy room is available as a network printer.

## Bioagricultural Library Floor Map



## Study/Research Support

### Searching for materials

- With OPAC, it is possible to search for items held by Nagoya University Library. <https://opac.nul.nagoya-u.ac.jp/?lang=english>
- Full-text journal articles are accessible via the Nagoya University electronic Journal Database. <https://sfx9.usaco.co.jp/nagoya/az/?lang=eng>
- Many databases can be used. <https://www.nul.nagoya-u.ac.jp/db/index.e.html>

### Book Purchase Request

We welcome book purchase request. <https://www.agr.nagoya-u.ac.jp/~library/agrlocal/request.e.html> \*AGR members only

### Interlibrary Loan

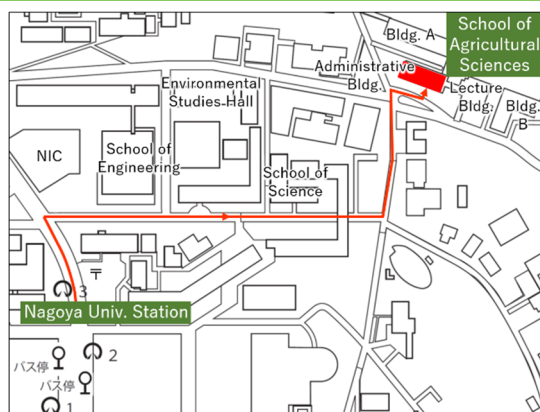
If you need an item not owned by Nagoya University, we may be able to arrange a loan or photocopies from another library. <https://www.agr.nagoya-u.ac.jp/~library/ill.e.html>

### Reference Question

- Library staff provide reference service with E-mail. <https://www.agr.nagoya-u.ac.jp/~library/agrlocal/reference.e.html> \*AGR members only
- Library staff accept questions about library resources and services via online. [https://www.nul.nagoya-u.ac.jp/guide/online\\_ref/index.e.html](https://www.nul.nagoya-u.ac.jp/guide/online_ref/index.e.html)

## Access

Bioagricultural Library is located on the 2nd floor of the Administrative Building. Enter the main entrance and go up the front stairs. You will see the library on your left.



## Notes



Please be quiet



No food or drink



Do not use mobile phones