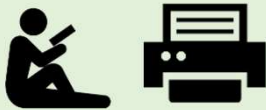


Welcome!

Self-guided Library Tour



10 things to do in the Library



10 things you can do in the Library:

CHECK!

- | | |
|-------------------|------------------------------|
| 1 Borrow books | 6 Print out |
| 2 Ask a librarian | 7 Study by yourself |
| 3 Search books | 8 Study in a group |
| 4 Use PCs | 9 Read journals & newspapers |
| 5 Read books | 10 Read graduation theses |



Let's walk around
the Library!



<Stack Areas>

Special collections &
graduation thesis stored.
*Restricted Access

<Main Building>

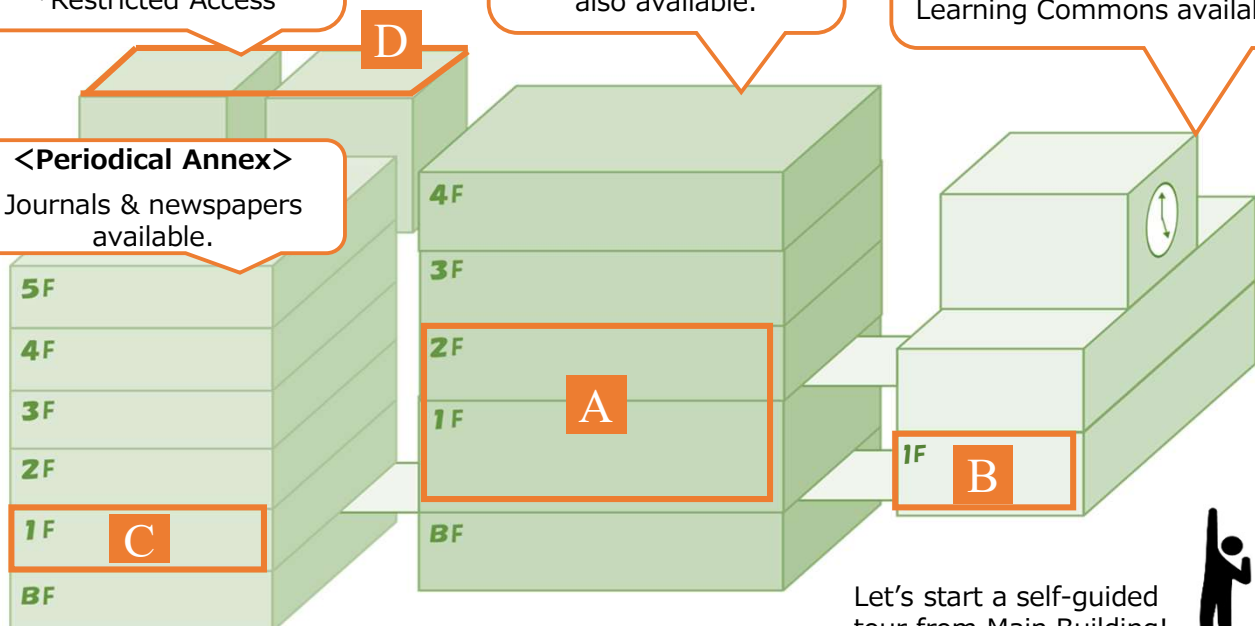
Mainly holds books.
Help Desk and PCs are
also available.

<Clock Tower Building>

The symbol of the Library.
Learning Commons available.

<Periodical Annex>

Journals & newspapers
available.

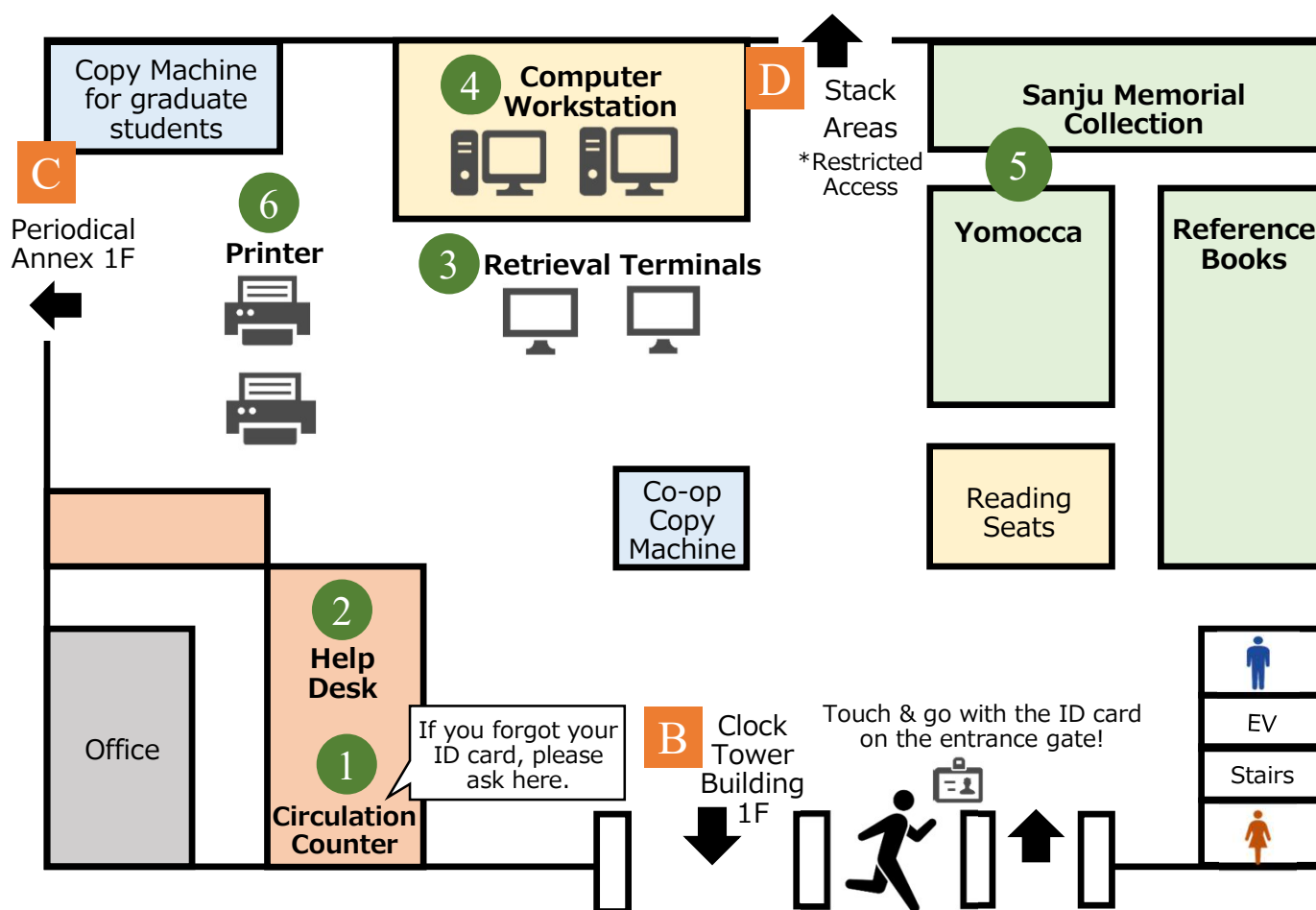


Let's start a self-guided
tour from Main Building!



A1

Main Building 1F



1

Borrow books

You can check out books and renew loan period with self-checkout machines. When you return them, please put them in the Book Return Drop. Please feel free to ask staff if you have any questions.

Circulation Counter

2

Ask a librarian

If you have a question, ask a librarian at the Help Desk. Interlibrary Loan (ILL) can be requested here.

Help Desk

*Opening hours: 9:30 AM – 4:30 PM on weekdays
Lunch break: 12 – 1PM (School Break)

3

Search books

You can search for books by titles or topics. Check the location and **Call No.** to find the book on the shelves.

Retrieval Terminals

*See next page

4

Use PCs

The PCs in the library allow you to use Word, PowerPoint, Excel, and databases subscribed to by the university. "1284 Wireless" (Wi-Fi)* is available almost throughout the library.

Computer Workstation

*Hitotsubashi Authentication ID is required to use Wi-Fi.

5

Read books

Yomocca is an exhibition corner for encounters with books. It features new or recommended books. Sanju Memorial Collection consists of donated books from alumni.

Yomocca

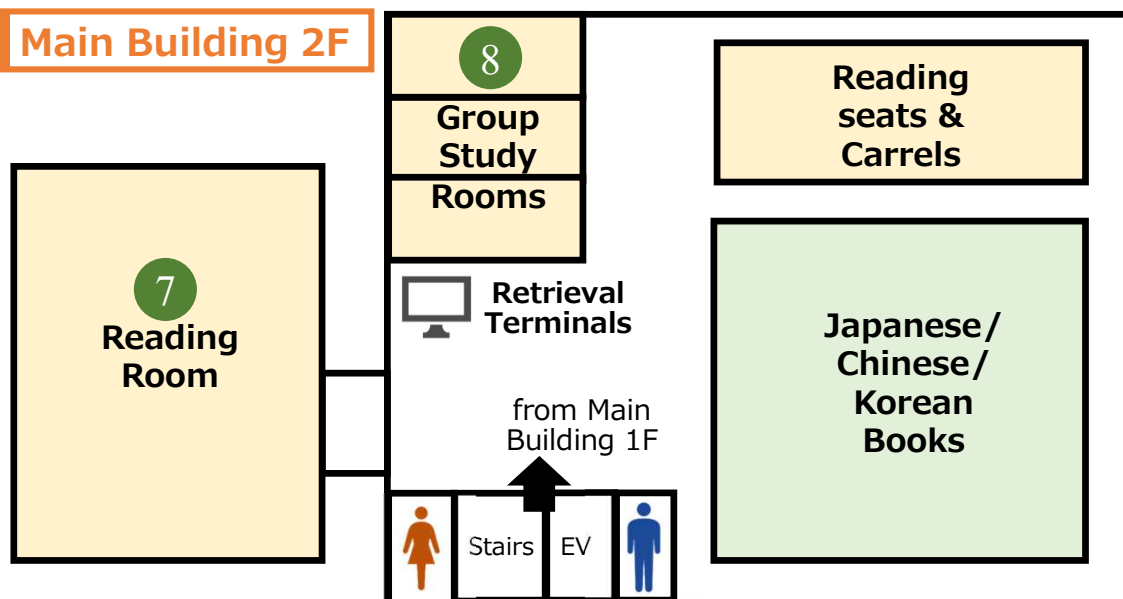
6

Print out

A Co-op Copy Card or cash is required for printing out. Black & White print costs 10 yen. Color print costs 50 yen. Please notify the help desk if you have any printing problems.

Printer

A2 Main Building 2F



What are "Call No."?

Call No. are the numbers labeled on the spine. Books are shelved by Call No.—the so-called "address of the book." If you are unsure of a location, please ask at the circulation counter.

CHECK!



8

Study in a group

3 or more students can use Group Study Rooms. 3 rooms are in Main Building 2F and 2 rooms are in Periodical Annex 5F. Rooms can be reserved a week in advance.

Group Study Rooms



7

Study by yourself

Reading Room, built in 1930, offers a tranquil atmosphere for study. There are 330 seats, beautiful stained glass and statues of contributors to the university.

Reading Room



Learning Commons is available without reservation. Touch your ID card on the card reader to enter the room. Movable desks and whiteboards are suitable for discussion and presentation.

Clock Tower Commons



B Clock Tower Building 1F

We hold regular exhibitions on library history and collection. In November, a special exhibition is held.

*Opening hours: 10 AM – 5 PM on weekdays



Library seminars and events are often held here. For events information, please check the Library's website.



Library
Exhibition
Room

Library
Meeting
Room

Main
Building
1F

A1

Outside

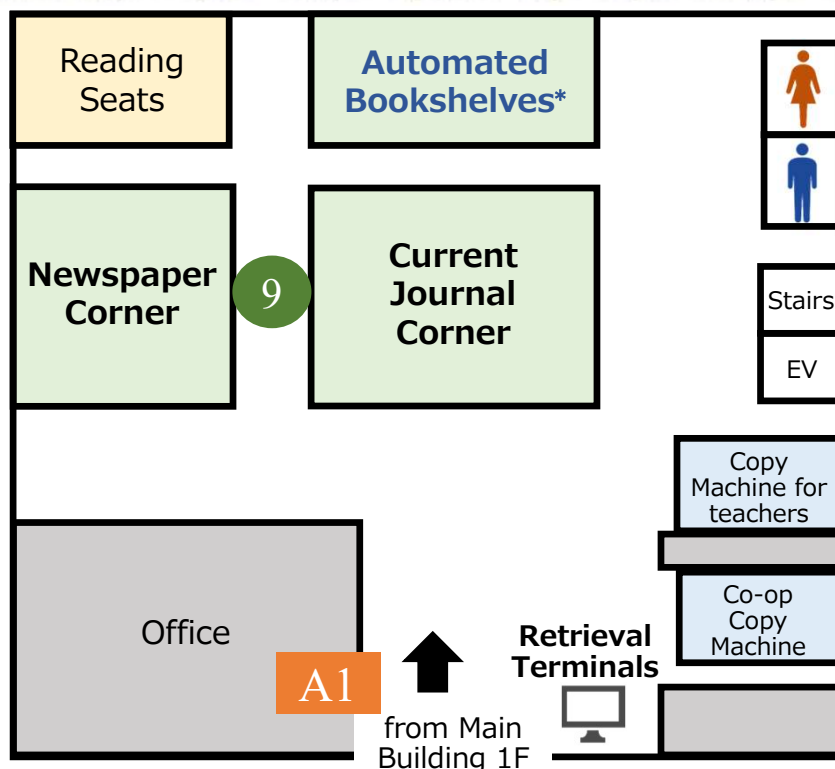
8
Clock Tower
Commons
[TSR COMMONS]

C Periodical Annex 1F

Automated Bookshelves

CHECK!

Automated Bookshelves are located in Main Building BF, 3F; Periodicals Annex BF, 1F, 3F-5F. Push button to turn on and open stacks. Please use by mutual concessions. In case sandwiched between 2 stacks, kick the red bar at the bottom of the stack. The stacks will make an emergency stop.



9

Read newspapers

There are Japanese and overseas newspapers (last 2 months). Please read newspapers in the library. If you need back issues, please ask at the circulation counter.

Newspaper Corner



Read journals

There are current journals (last two years) in alphabetical order. Bound journals (more than 2 years after publication) are located in Periodical Annex 3-5F in Call No. order.

Current Journal Corner



D Stack Areas

10

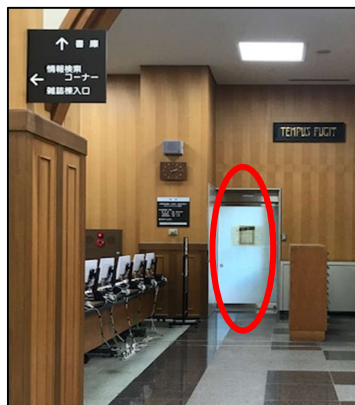
Read graduation theses

There are past graduation theses and special collections. Please apply in advance via "Reserving Stack Area Materials Form" on the library website. Faculty and graduate students can enter the Stack Areas.

Stack Areas



Beyond the door,
Stack Areas there!



The Video of Library tour

The video shows the exterior and interior facilities of the library (about 5 min.).

<https://www.lib.hit-u.ac.jp/en/services-2/library/video/>



Thank you for joining us! Feel free to ask Help Desk via our website below.

"The International Students' Library Guide" is available from the Library Guidance page below.

► Ask a librarian

<https://www.lib.hit-u.ac.jp/en/contact-2/contactlist/reference/>



► International Students' Library Guide

<https://www.lib.hit-u.ac.jp/en/retrieval-2/seminar/international/>



2025.3

Hitotsubashi University Library @hito_lib