

Borrowing materials from other libraries

Hitotsubashi University Library Research guide 2025
No.E008 | 2025.4

Borrowing materials not owned by Hitotsubashi University Libraries

Request via MyLibrary

PHOTOCOPIES

Order a copy of articles

▼ Fee charged

- ▶ Double-page spread: 35~70yen/page + shipping fee

▼ Reproduction under Copyright Act

- ▶ For research purposes
- ▶ Up to one half of an article can be copied (Full copies are allowed if the copyright expired)
- ▶ Full copies of journal articles are allowed (Up to one half with the newest published ones)
- ▶ Only one copy is allowed.

BOOKS

Loan books from other libraries

▼ Fee charged

- ▶ Round-trip shipping fee (1,500~3,000yen/item)

▼ Journals cannot be loaned

- ▶ Request a copy of the part you want to read

▼ In some cases, materials uses are restricted

- ▶ Materials loans are not allowed
- ▶ Copies of materials are not allowed



For more information access **Interlibrary Loans (ILL)**
▶ <https://www.lib.hit-u.ac.jp/en/services-2/materials/ill/>

1. Log in to MyLibrary

Click on MyLibrary log in (located on the top right of Hitotsubashi University Library website) to log in



Library Website
▶ <https://www.lib.hit-u.ac.jp/en/top-2/>

What is MyLibrary?

A portal provide students access to the Library services online. Besides request for Book loans/ document copies, services such as reservation request for items on loan, extend due date, book a room for group study etc. are also available.

2. Request via MyLibrary

Full of Merits



1 Log in by Student ID

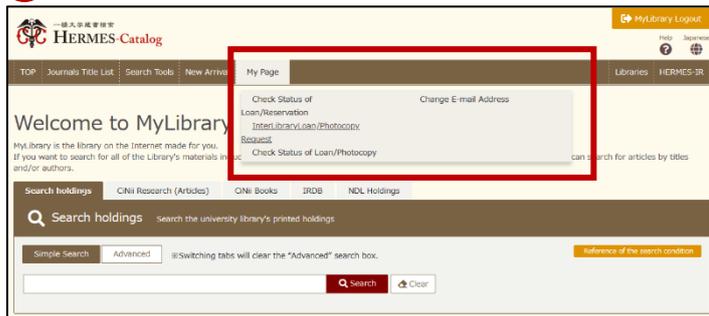


The top page of MyLibrary will popup after log-in

Will it open?



2 My page > Interlibrary Loan/Photocopy Request



3 Accept the agreement and click Interlibrary loan

4 Fill out the forms and click Send

! Delivery location: on campus only (cannot be changed)

! Select Copy or Loan

! Public subsidies for borrowing originals cannot be used for Copy

! Some options for delivery methods may be denied

! Make sure information filled in is correct. Bibliographic information can be automatically filled in via Search tools. Look at the back side for more information

! Fill in your contact information.

Fill in your "Jurisdiction, Source, and Project name" if you are using external funds.

3. Pick up materials at Help Desk

We will contact you via email as soon as the ordered item arrives. Please pick up the materials at Help Desk counter located in the first floor of the Library. Payment method: Both Cash and Mobile pay are accepted.

When cash payment is not required, you can get your item outside reception opening hours (weekdays after 16:30 and the weekends).

Reception hours (Term time) Weekdays 9:30-16:30
(School Break) Weekdays 9:30-12:00; 13:00-16:30



[Application] How to acquire Publication Information

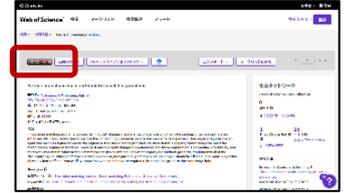
Bibliographic Information can be acquired via Research tools and automatically filled in. You can use either HERMES-Link or HERMES-Catalog. *1



*1 HERMES-Catalog : A specialized tool for searching materials that are held in the University Collection. Click 「HERMES-Catalog」 in the Library Homepage to access.

How to use HERMES-Link HERMES-Search*2, CiNii Research, Web of Science

Click on the HERMES-Link icon which appear on the searching results of HERMES-Search, CiNii Research · Web of Science to access. If the articles cannot be found on the website, Click on “Step4. Request it via Interlibrary loan”. Hitotsubashi ID is required when you get access to HERMES-Link from off-campus*. *off-campus = not connected to the campus network



HERMES-Link 一橋大学学術情報リンクサービス
Hitotsubashi University Linking Service

トップ Top 一橋大学附属図書館 Hitotsubashi University Library ガイド Guide

You are looking for

Game Theory and the First World War
 Author: Myerson, Roger B
 Journal: Journal of economic literature
 ISSN: 0022-0515
 Date: 06/01/2023
 Volume: 61 Issue: 2 Page: 716-735
 DOI: 10.1257/jel.20211571

Information of the Article: Title, Author, Journal, ISSN, Date, Volume, Issue, Page.

How to get Fulltext

Full Text Online

from EconLit with Full Text [キャンパス外アクセス可] ① -
 Browse Journal
 03/01/1969 - present

You can acquire articles online if **Full text Online** or **Browse Journal** icon is displayed. Some articles can be acquired from many online sources.

If you can't find the fulltext on the web

Step1. Search the holdings of Hitotsubashi University

HERMES-Catalog Find by Journal Title/Book Title Find by ISSN/ISBN

Step2. Search institutional repositories in Japan

IRDB Find by Article Title Find by 1st Author Find by Journal Title/Book Title

Step3. Search other sites and services

CiNii Books Find by Journal Title/Book Title Find by ISSN/ISBN
 CiNii Research Find by Article Title Find by 1st Author
 Find by Journal Title/Book Title Find by ISSN/ISBN
 Google Scholar Find by Article Title Find by 1st Author
 Web of Science Find by Journal Title Find by 1st Author



Step4. Request it via inter library loan

Inter Library Loan Request
 Please refer here for details.

In cases the fulltext cannot be read online, follow steps to find other ways to get access.

- Step1. Search the holdings of Hitotsubashi University
- Step2. Search institutional repositories in Japan
- Step3. Search other sites and services

Step4. Request it via Interlibrary loan

If the booklet is unavailable, you can also order a copy from other libraries. Click on “Request” icon and fill out Request Loan/ Photocopy Form in MyLibrary.

*2 HERMES-Search : Database for general Literature search : materials held in the Library, Electronic Journals/Books, Bibliographic Information. The search box in the top page of the Library website.

How to use HERMES-Catalog CiNii Research (Articles) tab, CiNii Books tab

After searching on the CiNii Research tab or CiNii Books tab in HERMES-Catalog, click on "ILL" on the right side of the screen to pop up the request form for loan and photocopy request and to transfer the bibliographic information.



Search results in CiNii Research (Articles) are for Photocopy request, and results in CiNii Books tab are for Loan request only.

Ask a Librarian

Please contact us via the Library Website “Ask a Librarian”. An auto reply email will be sent to confirm that we have received your questions.

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



Ask a Librarian (Web form)