

Library Information

■ Entrance

Your student ID, staff ID or library user card is needed to enter the library. Without such ID card, make an application for registration at the counter.

■ Use of materials

Borrowing

Please use your student ID, staff ID or library user card to borrow books at the counter or from the self-checkout machine.

Returning

Please return the borrowed materials to the counter. When the library is closed, put them into the book post in front of the entrance.

Classification	Number of books		Loan period	
Undergraduate students	Open stacks	10 books	Two weeks	<ul style="list-style-type: none"> You can repeat the loan period up to twice during the loan period unless another person's reservation has been made. People inside the university can extend the loan period on the website. If you failed to return books by the due date, your allowed extension period shall be shortened by the delayed days.
	Stacks	10 books		
Graduate students	Open stacks	10 books	Two weeks	
	Stacks	20 books	30 days	
Graduates	Open stacks	5 books	Two weeks	
	Stacks	5 books		
Open university students	Open stacks	5 books	Two weeks	
	Stacks	5 books		
People outside the university	Open stacks	3 books	Two weeks	
	Stacks			

Please use the Online Public Access Catalog (OPAC) to search for materials at the address below. You can search for them from outside the university.
<http://opac.lb.nagasaki-u.ac.jp/opc/>

Reservation and request for collection (people inside the university)

If the book you wish to borrow is on loan or placed at another campus of the university, you can make a reservation or a request for collection at the counter on the OPAC.

■ Reference [8:30 am to 5 pm on week days]

We can help you search for information necessary for your learning, study, and research.

Please apply at the counter or on the library website.

We also provide people inside the university with services such as "library guidance," "explanatory session for electronic journals and database," "document copying, and request for loan of books from other libraries," and "issuing a letter of introduction to a library of other universities."

■ Photocopying of materials in the library (monochrome: 10 yen per sheet, color: 40 yen per sheet)

You can photocopy materials in the library within the scope of the copyright Act. Please make sure to fill in an "application for photocopying documents" before photocopying.

■ Book purchase request (student can request)

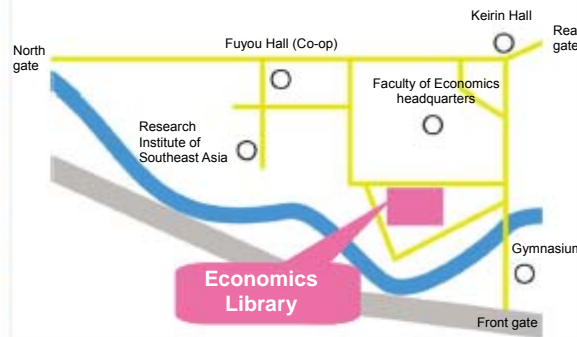
Students can make a purchase request for books they wish to read at the counter or on the library website. (Students only)

■ Reminders

- Please keep quiet in the library and refrain from any act imposing trouble on other users.
- Please put your cellphone on silent mode in the library. Please call in the call box or in the terrace.
- If you need drinking water, you are requested to bring in only a plastic bottle or canteen.
- Eating, drinking and smoking are prohibited in the library.
- Please keep your valuables with you.
- Please treat materials with great care.
- In case you have damaged, stained, or lost materials, you need to compensate for that in principle. Please report to the staff promptly.
- Taking out materials without permission is prohibited.

Economics Library User Guide

■ Katafuchi campus map



Opening hours

Days of week	Ordinary days	Vacation season
Monday through Friday	8:30~22:00	8:30~17:00
Saturdays, Sundays and holidays	10:00~17:00	

Closed days: Summer vacation shutdown, year-end and new year's holidays
 *Temporary closure will be notified on the bulletin board and the library website.

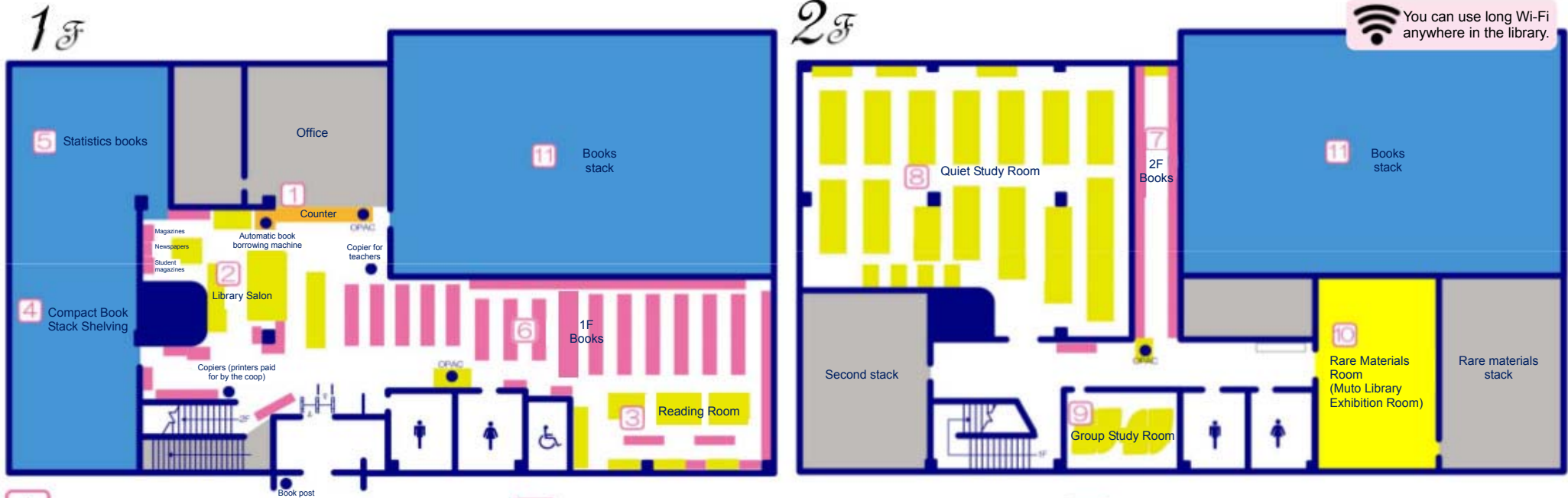
 Nagasaki University Library Economics Library

4-2-1, Katafuchi, Nagasaki-shi, Nagasaki, 850-8506
 Phone: 095-820-6309
 Mail: econlib@ml.nagasaki-u.ac.jp
 URL: <http://www.lb.nagasaki-u.ac.jp/>



Nagasaki University Library

Floor Map



1 Counter

Make applications at the counter for items such as borrowing and returning, and reference service. If you have any questions, please don't hesitate to ask the staff anything.

2 Library Salon

Domestic and international newspapers, student journals and magazines are available. Ten PCs are available for students to print documents using the copiers (printers paid for by the co-op) in the library.

3 Reading Room

A space where you can study while talking with others. Local books, reference books (dictionaries/encyclopedias), English books for extensive reading and English newspapers are available.

4 Compact Book Stack Shelving

Professional economic magazines as well as back issues of magazines (foreign journals published before 1974 and Japanese journals published before 1979) are available.

5 Statistics books

Statistics materials and white papers/yearbooks about economics are available. You cannot take these materials outside the library.

6 1F Books

Frequently used materials including economics books (classification 300-390), books related to syllabus publication, language study, certificate examinations, employment/further education, economic mathematics and support for graduation theses, and novels are all available.

7 2F Books

There are books except on economics and literature (classification 000-290 and 400-890).

8 2F Quiet Study Room

A room for quiet study. 135 seats.

9 Group Study Room

A maximum number of ten users. A whiteboard, screen and large-size monitor are available.

10 Rare Materials Room

Part of the rare materials owned by Dr. Chozo Muto, who was a professor at Nagasaki Higher School of Commerce, are on display. Make a reservation for a visit tour by the previous day. Part of the exhibition is available on the website.

11 Stacks

Mainly old books and magazines are available. Check your luggage at the counter before entering.



•The books in each corner are classified according to their theme and arranged in order of their call marks (back label).

Entrance	Third layer of the stack	Foreign books Foreign books owned by Nagasaki Higher School of Commerce Large-size materials
	Second layer of the stack	Japanese books owned by Nagasaki Higher School of Commerce Foreign journals published after 1975
	First layer of the stack	Japanese books Japanese journals published after 1980