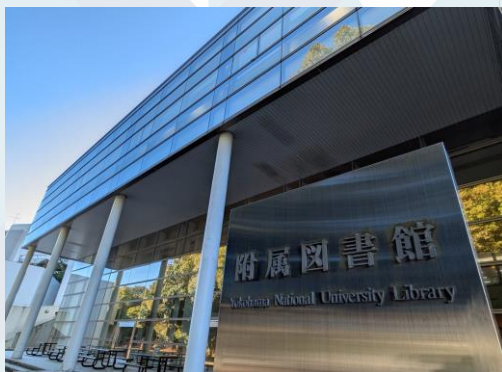


Library Guide

2 0 2 5

Yokohama National University Library



Website



<https://www.lib.ynu.ac.jp/english/index.html>

SNS



twitter.com/ynu_lib



facebook.com/ynulib/

Admission

You need a student/faculty ID or a library card when entering the library. Please touch the card to the entrance gate to open it. If you don't have one, please complete the procedure at the main counter.



◀ Entrance Gate

Lending

You need a student/faculty ID or a library card to borrow books. Please complete the procedure using the automatic lending machine. Journals and reference books are in-library use, but if you complete the procedure at the main counter, you can take them out temporarily only on the event day.



▲ Automatic Lending Machine

Maximum Number of Books, Loan Period

Undergraduate(1st-3rd): 10 books, 14 days

Undergraduate (4th), Research students
: 10 books, 31 days

Graduate students, faculty staff: 15 books, 62 days

Civilians: 2 books, 14 days

Alumni : 5 books, 14 days

Extension

The loan period can be extended only once before the due date unless another user makes a reservation on the book. Please complete the procedure using an automatic lending machine or My Library on the library website.

Online Services

My Library

My Library is an online service that allows you to carry out some library procedures. You need your YNU account or library card number and password to log in.

- Confirm the status of the lending
- Extend the loan period
- Facility reservation:
 - Working Studio
 - Information Lounge
 - Media Hall (only the Faculty)
- Book purchase request
- InterLibrary Loan request

If the materials you need are unavailable at the YNU, you can request delivery from other libraries. If a fee is required, you can pay it at the Co-op counter.

You cannot extend the period if the check box is not displayed.

Lending Situation Window ▶

Returning

Please return the books by the due date to the return box on the counter or the book drop near the entrance of the Central Library (processed on the next open day).

If you have overdue books, you will be charged a penalty of loan suspension for the days you are late.



▲ Return Box on the counter



Book Drop ▶

Your book list

◀ Back

- The loan period can be extended only one time, unless another user place a reserve on an item.
- Click the box next to each item you want to renew; then click 'Renew Selected'.
- The new due date will be calculated from the day you renew the loan.
- Overdue book cannot be extended.

Your lending list

10 results in page

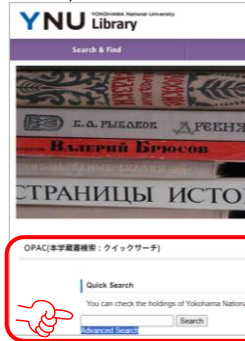
<input type="checkbox"/>	Due date	Title / Author	Volume	
<input type="checkbox"/>	2025/04/09 Number of renewal (0 times)	A dog of Flanders / by Ouida : adapted by Roger Abilerg		中央図書館2F
<input type="checkbox"/>	2025/04/09 Number of renewal (0 times)	All about the music / Julian Thomlinson	: pbk	中央図書館2F
<input type="checkbox"/>	2025/04/09 Number of renewal (0 times)	Ghost in the guitar / Paul Shilton	[book]	中央図書館2F

Renew selected

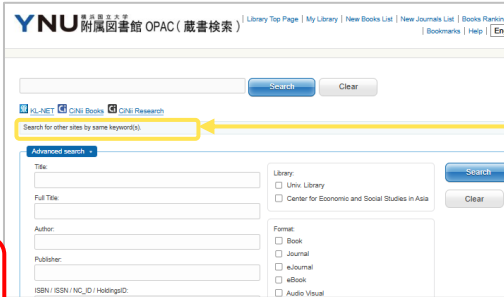
OPAC / Online Public Access Catalog

OPAC is an online catalog of library books/e-books, journals/e-journals, and audiovisual materials available at the YNU.

▼ Library Website



▼ Advanced Search



If the material is unavailable on campus, you can search off-campus holdings using your entered keywords.

KL-NET: Cross-search of public libraries in Kanagawa Prefecture

Cinii Books: Cross-search of domestic universities

Cinii Research: Article/data search

▼ Detailed Search Result



Call Number

The call number label is attached to the spine of a book. Books are first arranged on the shelves in numerical order on the top row and then in alphabetical order on the second if the first row is the same.



Status

The signs include available, on loan, in-library use, and loan to research lab. Generally, in-library use materials are unborrowable. Still, if you make procedures at the counter, you may take them outside during the same day.

Location

When you'd like to use materials in libraries or research labs other than the Central Library, please ask at the counter.

Item ID

It's a unique barcode number attached to the book.



Return Date/ Reserve button

The due date for the current borrower. If you reserve it, you'll have priority for borrowing after the item is returned.



▲ Reservation Application Form

▼ Search Result of an E-book

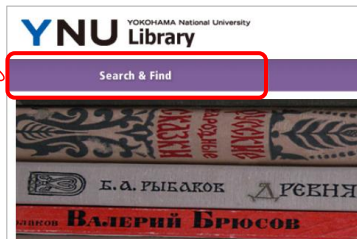


For e-books and e-journals, you can access the full text from the URL in the "Online."



Search & Find

Links to tools to help you find information/literature.

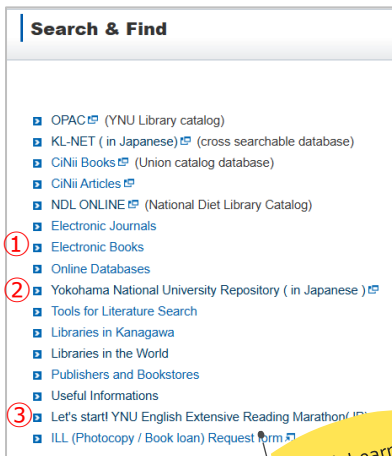


▲ Menu on the Library Website

① E-Resource List

A list of electronic resources that can be used online, including e-journals/books and databases. In addition to an overview of each database, you can find out how to access them off-campus.

Important !



English Learning Support

③ YNU English Extensive Reading Marathon (Japanese only)

English Extensive Reading is a solitary study method in which you continue to read many English books without a dictionary to improve your English ability. The English Extensive Reading Marathon is a shared system where participants can join using nicknames. Extensive reading texts have a total word count listed according to the level. Record the word count of the texts you read and your book reviews in the system, and aim to reach a cumulative word count of 1 million!

<https://www.lib.ynu.ac.jp/search/tadoku-marathon.html>

② YNU Repository

The YNU repository collects, electronically archives, and stores academic information produced in the education and research activities at the YNU. To fulfill our responsibility and contribution to society at large, as well as to contribute to the reform of international academic communication, we collect, accumulate, and store academic papers and other materials produced through the university's education and research activities in electronic form, and make them available free of charge online.

<https://ynu.repo.nii.ac.jp/>



ASK

Consult Library Staff on Research Reference Service

If you have any questions about searching for library materials or articles or how to use the library, please ask the library staff for assistance.

Study Consultation Learning Advisor (LA)

The Learning advisor, graduate students, provides academic consultation to undergraduate students. If you have any questions about your studies, such as registering for classes, writing reports or graduation theses, or how to find and collect references for these, please ask at the LA Desk.

Letter of Introduction

When visiting other libraries, you may need a letter of introduction from the YNU library to access their materials. The procedures may take a few days, so please apply at the reference desk enough before you visit there.



Facilities for Those Who Need Support



▲ Wheelchair Accessible Carrel Desk

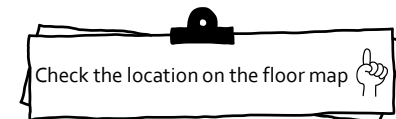


▲ Magnifying Reading Machine 3F

▼ Universal Toilet 2F
in front of the entrance

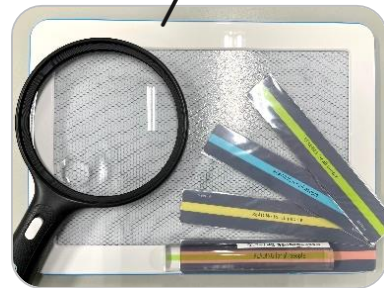


Elevator
Go up here and you'll be in front of the 2F entrance.



To accommodate print disabilities, the following items are available at the main counter:

- Communication board
- Reading magnifying glass
- Reading tracker



Central Library Floor Map

2F

Coin-operated and Card-operated copy machines are available to photocopy library materials. You can buy a prepaid card at the university co-op or Cafe shoca.



YNU Works

Works by faculty and graduates and materials related to the YNU.

Copy Corner

On-demand Printer

YNU Proud Graduates Exhibition



You can send data from a PC or other device and print it.

Learning Advisor

Reference Desk

Main Counter

Entrance
Gate
Book Drop

▲ Universal Toilet

Refresh Room

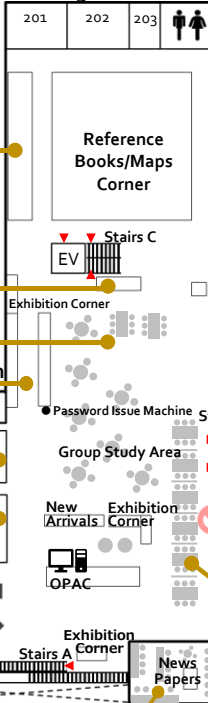
You can study in an open space while looking at greenery. Newspapers from the previous month to the current day are available.

Working Studio

Available for 1-12 people. You can reserve through My Library. There are nine rooms on the 2nd and 3rd floors, each with different sizes and facilities. In 302, you can also use Neat Board for remote active learning.



Working Studio



Active Learning Room



Box Seat (6 seats)

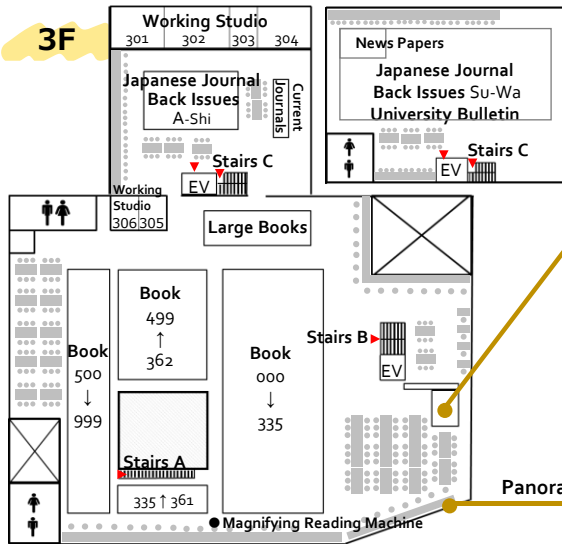
Multiple people can use the facility for up to two hours. Applications can be made at the main counter.



Conversation OK
Group Study
Area



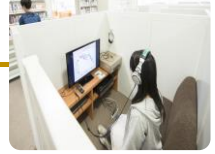
3F



4F



The use of computers or other devices that emit noise is prohibited.



AV Area

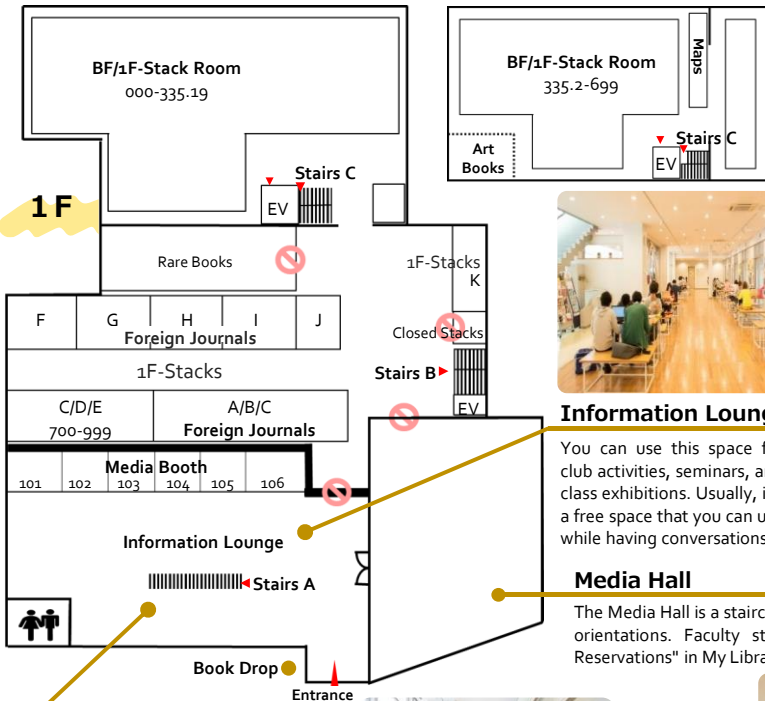
Audiovisual materials such as movies on DVD and CD can be viewed in eight AV booths or working studios.



Popular for its view of the trees

Panorama viewing seat

1F



B1F



Information Lounge

You can use this space for club activities, seminars, and class exhibitions. Usually, it's a free space that you can use while having conversations.

Media Booth

Reservation is unrequired for these separate rooms. Room 106 (Global Commons) is a relaxing space with movable tatami mats, sofas, and manga in foreign languages. Events are sometimes held here.

Media Hall

The Media Hall is a staircase hall for events such as lectures and orientations. Faculty staff can reserve it through "Facility Reservations" in My Library.



Cafe shoca.

If you get tired of studying or researching, refresh yourself with delicious drinks and snacks.



Opening Hours

	In-semester Period		Break Period	
	Weekdays	Saturdays, Sundays, National Holidays	Weekdays	Saturdays, Sundays, National Holidays
Central Library	8:40-21:45	10:00-18:00	8:40-17:00	Closed
Information Lounge Media Booth	8:40-20:00	Closed	8:40-17:00	Closed
Stacks	8:40-21:00	10:00-18:00	8:40-17:00	Closed
Social Science Research Library	9:00-21:45	Closed Graduate students and faculty staff can use the facility from 11:00 to 15:00 on Saturdays only.	9:00-17:00	Closed

- Classes held on national holidays will have the same hours as weekdays during the in-semester.
- Please check the library website for the latest information.

Every year, we award graduates who have made a significant contribution to our university or society and whose achievements serve as a model for current students as "YNU Proud Graduates." The Library displays their achievements.

Social Science Research Library

This is a no-staff stack room in the Faculty of Economics Building No. 1. You must apply for a card key at the Central Library counter. Only YNU members are allowed inside the library.



▲ YNU Proud Graduates Exhibition at the Central Library

Central
Library

Main Counter
Reference Desk
Section in charge of
YNU Repository

045-339-3219 / libmain@ynu.ac.jp

045-339-3217 / libref@ynu.ac.jp

045-339-3206 / ir-admin@ynu.ac.jp

Yokohama National University Library

〒240-8501 Tokiwadai 79-6, Hodogaya-ku, Yokohama City, Kanagawa, Japan

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