

■ Using My Library

Log into My Library and renew books

What does this login screen mean ?

Have you ever faced any difficulties when you see this screen?

豊橋技術科学大学
情報メディア基盤センター Information and Media Center
[パスワード認証]
ユーザ名
パスワード
 ブラウザにアカウント情報を記憶させません。
 このサービスへの属性送信の同意を取り消します。
ログイン
パスワードをお忘れの方はこちら

After clicking the "Reservation" button to reserve a book, have you ever come to this screen?

Or after clicking the "Document copy request" button to request for documents copy, ...

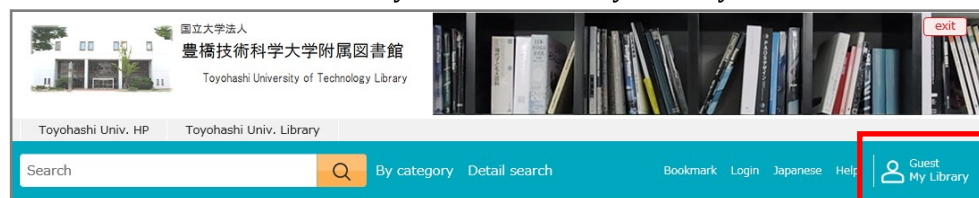
This is a screen on Shibboleth Identity Provider Login. Username and password to be keyed in are your **account and password issued by the Information Media Center**

After logins in you can use library services such as online book reservation, copy request etc.

Please inquire to the 1F office of Information Media Center, if you don't know your username.

What you can do in My Library

When you log in from the My Library button on the right of the Library homepage <http://www.lib.tut.ac.jp/index_e.html> or when you log in from "Guest My Library" on the OPAC page, below are some useful services that you can use in My Library.



My Library
TUT members only
Use your ID and password of Information and Media Center to login to My Library.
>> About My Library

【Materials under request】

To check the status of your request on the photocopy of document.

【Materials on loan】

To confirm the return date of borrowed books.

To extend the return date of borrowed materials. (Refer to back page)

【Bookmark】

Bookmark a book and do a list management.

【New Requests】

Request on photocopy/ Request on borrowing

To request the photocopy of document or the loan of book from web. (Refer to Guide Sheet No.7)

* When request for document copy or book loan, you need to hand in **Document copy or material loan request application form.**

Book purchase request (faculty members only)

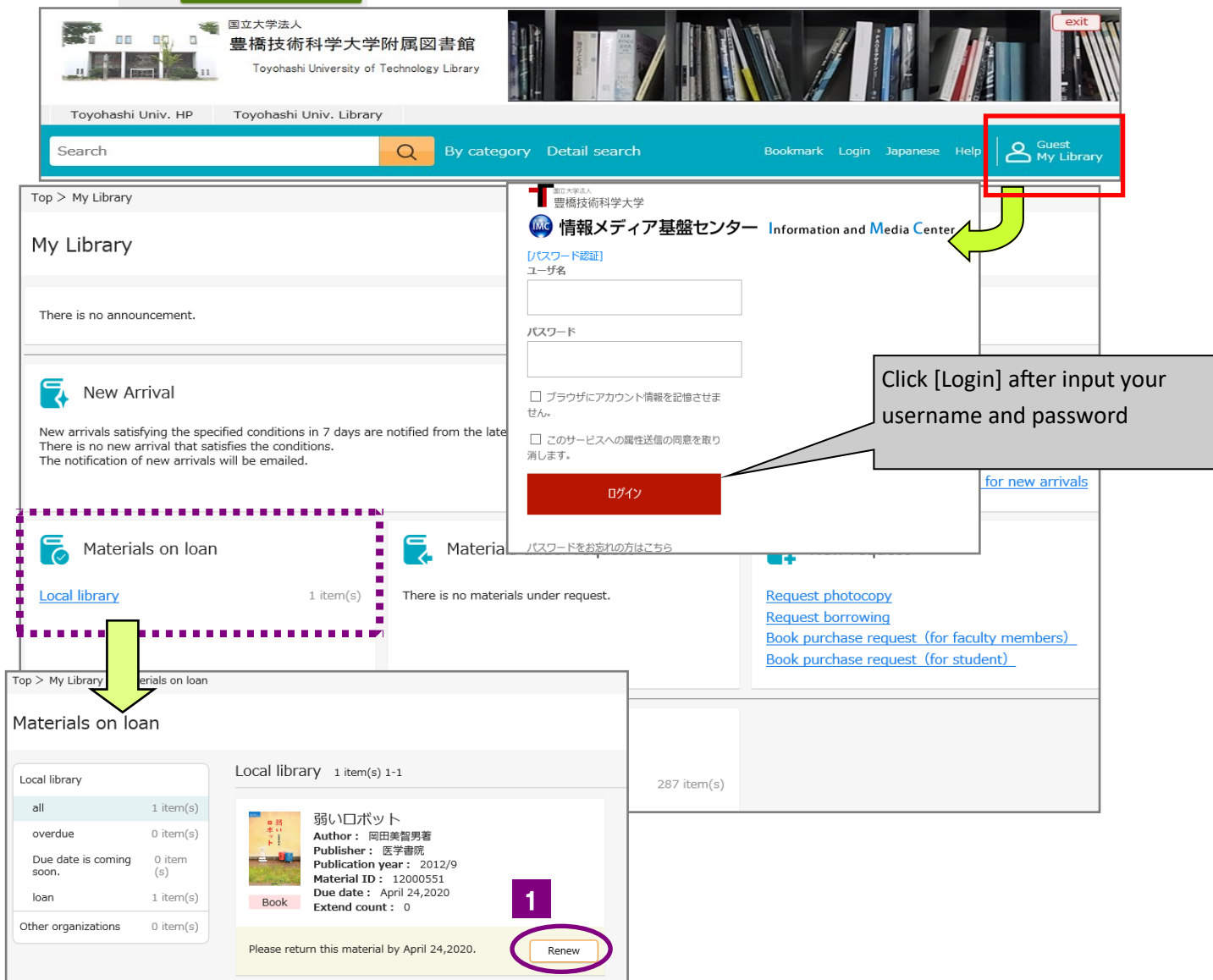
To request book purchase for research from web. (Refer to Guide Sheet No.8)

Book purchase request (for student)

To request a book that you wish to have in the library.

Check the loan of book and extension of loan period from My Library

Click  **My Library** on library homepage http://www.lib.tut.ac.jp/index_e.html



The screenshot shows the library homepage with a search bar and navigation links. A red box highlights the 'Guest My Library' link. A green arrow points to the login form, which includes fields for 'ユーザー名' (Username) and 'パスワード' (Password), a 'ログイン' (Login) button, and checkboxes for remembering account information and accepting terms. A callout box says: 'Click [Login] after input your username and password'. A purple dashed box highlights the 'Materials on loan' section, with a green arrow pointing to a detailed view of a borrowed book. The book details include: 'Local library 1 item(s) 1-1', '弱いロボット' (Weak Robot), Author: 岡田美智男 (Mitsuo Okada), Publisher: 医学書院 (Igaku Shoin), Publication year: 2012/9, Material ID: 12000551, Due date: April 24, 2020, and Extend count: 0. A 'Renew' button is circled in purple with a '1' in a purple box next to it. Below the book details, it says 'Please return this material by April 24, 2020.' Other sections visible include 'New Arrival' and 'Request photocopy', 'Request borrowing', 'Book purchase request (for faculty members)', and 'Book purchase request (for student)'.

【Materials on loan】

You can check the books you borrowed and their return date. You can request to renew for once during your return period. ※ However, you can't make a renew if there is other people booking for the book.

1 Make renew for book loan

Click [Renew] button. Number of renew will show one time. Then, the renew procedure is complete. Please make sure the date of book

※ When you login using computer in library or any share computer, **you must close all the screen** before you switch off the computer.

You can also use My Library in your home or laboratory. Let's use this useful service!