

Interlibrary Loan and Document Delivery Between Japan and US

Sunday, September 09, 2007

OVERVIEW

There is a convenient way to obtain Japanese language books and journal articles directly from Japanese Libraries such as Waseda University Libraries, Keio University Libraries and many other libraries.

Waseda University Libraries and Keio University Libraries are members of OCLC (Web interface known as Worldcat) and RLIN (Web interface known as Eureka), so their library records are discoverable through WorldCat and Eureka. Faculty, students and staff of the U have the access to both WorldCat and Eureka.

Major Japanese Participants and Holdings

Waseda University Library <http://wul.waseda.ac.jp/>

- ✓ **LWU** is OCLC symbol for Waseda University Libraries
- ✓ Book holdings are listed in WorldCat but not journals

Keio University Library <http://www.mita.lib.keio.ac.jp/>

- ✓ **KEI** is OCLC symbol for Keio University Library
- ✓ Holdings before 1998 are listed in NACISI Webcat Plus
- ✓ Holdings between 1998-2004 are listed in RLIN

GIF (Global ILL Framework) <http://www.libra.titech.ac.jp/GIF/e-welcome.html>

- ✓ Other Libraries symbols in OCLC can be found at this web site
<http://www.libra.titech.ac.jp/GIF/statistics/us/gif-japan-library.html>
- ✓ 126 Japanese libraries participated in ILL and Document Delivery services
- ✓ 50 Libraries in the US participated in the services.

HOW TO MAKE A REQUEST

Request for Books

1. Login to WorldCat or Eureka through University Library Web page, or East Asian Library web page to search for books.
2. Even you don't find the book you need in WorldCat or Eureka, you still need to fill your ILL request in our ILL system--ILLiad system.
3. Please provide correct citation for the book such as title, author, publisher, publishing data, and ISBN. Japanese ISBN always begin with a 4.
4. Submit your request in the ILLiad system.

Request for Journal articles

1. Check your citations at the following databases:
 - a. Magazine Plus (EAL subscribes the database, for accessing please contact EAL)
 - b. Zasshi Kiji Sakuin <http://opac.ndl.go.jp/index.html>
 - c. CiNii <http://ci.nii.ac.jp/cinii/servlet/CiNiiTop?USELANG=en&20060425054142460#>
2. If you are unable to find a library in North American hold the journal, try the followings:
 - a) Search Waseda University Library <http://wine.wul.waseda.ac.jp/search/> for journal holdings.
 - b) Search Keio University Library http://catalog.lib.keio.ac.jp/index_e.html, or <http://catalog.lib.keio.ac.jp/obooks/washo/>
 - c) Search NACSIS Webcat Plus Catalog <http://webcatplus-equal.nii.ac.jp/libportal/en/equalTop.html> More than 120 Japanese libraries participated in this project.
 - d) Once you find what you needed, fill your ILL form by using Romanized citations including journal title, article title, author name, volume, number, date, page number, and ISSN. Fill the form as complete as possible and put a note in your request: **Verified in Waseda, or Keio, or NACSIS.**
 - e) Please submit your ILL requests in our ILL system ILLiad

Guide on How to Use GIF

- ✓ Very helpful guide *Everything You Ever Wanted to Know about Interlibrary Loan for Japanese Materials* compiled by Lynne Kutsukake can be found at this web link <http://www.libra.titech.ac.jp/GIF/materials/us/GIF-User-Guide.pdf>

ILL for Japanese Materials

For Library Staff

Sending Requests to Keio University Library:

OCLC symbol: **KEI**

- ✓ OCLC members should use KEI to send requests. This allows Keio to use full OCLC capabilities such as claim, conditions, and OCLC IFM payments. It is also much faster.

Contact Information:

- ✓ Address: 2-15-45, Mita, Minato-ku, Tokyo, Japan
Zip Code: 108-8345
Tel. 011-81-35427-1657
Fax. 011-81-35484-7780
Email: mita-ill@lib.keio.ac.jp
Webpage: <http://www.mita.lib.keio.ac.jp/>

Lending Policies:

- ✓ **Loans:**
 - Loan Period: 1 month per item / up to 3 items per library
 - Renewal: none
 - Fees: 2000 Yen (\$17.12) per volume
 - Delivery: via airmail
 - Available materials: Call number beginning with **A** or **B** published after 1960
 - Lending Restriction: Use within the library only
 - Returned Via: Use the registered mail
 - No rush service available
- ✓ **Copies:**
 - Delivery: email or airmail
 - Fees: No charges 1-9 pages
 - 500 Yen 10-19 pages
 - 1000 Yen 20-29 pages
 - 1500 Yen 30-39 pages
 - 2000 Yen 40-49 pages

Sending Requests to GIF

- ✓ As a registered participant of the GIF project, we can request for document delivery and book loan directly in OCLC through our ILLiad system.

- ✓ Search NACSIS at <http://webcatplus-equal.nii.ac.jp/libportal/en/equalTop.html> if needed
- ✓ Guide to GIF for Interlibrary loan practitioners written by Kathryn Ridenour <http://www.library.umass.edu/subject/easian/askeasl/JpnILLpract.pdf> can be helpful

Sending Requests to Waseda

Waiting for

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