

University Library Learning Environment

The University Library is located in the busiest part of campus, adjacent to the Inter-faculty Building, the cafeteria, the University Cooperative, and the Health Care Center, providing students with easy access. Completed in February 1982, the building itself is not new, but in recent years the interior has been significantly remodeled, creating a comfortable learning space and providing state-of-the-art academic information services. The number of visitors to the Library has increased each year, reaching a total of 270,000 in the 2012 academic year.

1) Basic Information

A: Building area (As of May 1, 2015)

Name	Structure	Foundation area	Total floor space
Library	RC: 3-1	1,837 m ²	4,422 m ²

B: Status of use (2014 academic year)

Number of days open	Number of visitors	Number of volumes circulated
295	272,994	53,300

C: Number of volumes housed (As of May 1, 2015)

Number of books		Number of periodical types housed	
Japanese books	470,990	Japanese periodicals	7,830
Western books	208,894	Western periodicals	2,488
Total	679,884	Total	10,318

D: Number of volumes received annually (2011 academic year)

Number of books received annually		Number of types of periodical received annually	
Japanese books	7,301	Japanese periodicals	1,765
Western books	1,966	Western periodicals	446
Total	9,267	Total	2,211

E: Hours

* The Library is closed at the end and beginning of the calendar year, and some parts of the Library are closed temporarily for inventory.

	Periods when classes are held	Periods when classes are not held
Monday through Friday	8:45 AM to 9:00 PM (Materials can be viewed from 9:00 AM.)	8:45 AM to 5:00 PM or 8:45 AM to 7:00 PM (Materials can be viewed from 9:00 AM.)
Saturday	10:00 AM to 18:00 PM	Closed
Sunday	13:00 P.M. to 6:00 P.M. (Some areas closed)	Closed
Holidays	Closed	Closed

F: Number of materials that can be checked out, and the lending period

	Books	Audio-visual materials
1st through 3rd year undergraduate students	10 volumes, 2 weeks	3 items, 1 week
4th year undergraduate students, graduate students	20 volumes, 4 weeks	
Research students, etc.	10 volumes, 2 weeks	

- In addition to the main Library, the University has over 20 library rooms and materials rooms in individual divisions and departments, etc. The figures given in C and D above include library rooms in individual divisions and departments. As the foundation of the University's education and research, the University Library houses approximately 390,000 volumes, including books for learning that support our 21st century liberal arts education integrating the humanities and sciences, and basic/interdisciplinary research books. In addition, we strive to maintain audio-visual materials, e-journals, e-books, and a full lineup of databases. The library rooms in individual divisions and departments house highly specialized books and periodicals that

are suited to the specific field of research.

- [E-journals] Approximately 11,000 types of e-journal are available, from the three major publishers Elsevier, Springer, and Wiley-Blackwell, as well as from Oxford University Press, the American Chemical Society, the American Physical Society, Nature, and Science, etc.
- [E-books] Approximately 20,000 Japanese and Western e-books are available.
- [Databases] The journal article search databases EBESCOhost, SciFinder, SCOPUS, and IchushiWeb, Japanknowledge, the online encyclopedia and handbook database Gale Virtual Reference Library (GVRL), and the newspaper article database Kikuzo II, etc., are also available.

2) Distinctive Facilities and Learning Support Services

A: Learning Commons (1st Floor)

In April 2007, the University established Japan's first Learning Commons, located in a space measuring approximately 150 m² in the southern part of the first floor of the Library. With the cooperation of the IT Center, the Learning Commons currently has approximately 70 computers (thin client), as well as 2 network color printers. Students can also bring their own computers and utilize the wireless LAN via a university-wide authentication system.

B: Career Café (1st Floor)

The Career Café was opened in December 2007 next to the Learning Commons. It was established to provide "a relaxed intellectual space, and a student-centered intellectual communication space" where students can come, with coffee purchased at a vending machine in the Library entrance hall or a drink brought from outside in hand. The Career Café is optimal for small-group learning, and students can sometimes be found gathered around a computer connected to the wireless LAN, engaging in heated discussions. Highly mobile tables and chairs make it easy to change the layout, so the area is also used for student-led events. It is a place where students acquire the ability to plan and implement, and to give presentations, fostering a practical career consciousness.

Further, the Career Café is used for things such as employment seminars hosted by the Career Support Center, and report meetings on study abroad provided by the International Exchange and Education Center, making it a "one-stop shop" for a variety of student support services.

C: Lounge (1st Floor)

With its large tables and comfortable sofas, the Lounge is a place where students can relax. The day's newspapers, weekly magazines, informational magazines, public relations materials related to Ochanomizu University, and a variety of other such items are available for perusal. In addition, beginning in May 2010, the University Library and the Department of Music have collaborated to host regular piano concerts. The piano that is used is a Bechstein manufactured in Germany in the 1920s that has supported the music education of the University's affiliated schools for over 80 years. The piano was restored to a playable condition by the University Archives Committee for the purpose of preserving historical cultural items that remain at the University and passing the piano down to future generations.

D: Quiet Study Space (2nd Floor)

In contrast to the lively first floor, the second floor of the Library is a space for students to focus on their studies in a tranquil environment. Automatic laptop computer lending lockers are also available for students.

E: Automatic laptop computer lending lockers (2nd Floor)

In April 2010, automatic laptop computer lending lockers were installed in the Quiet Study Space for student use. There are 40 laptop computers available, and at any time students can check one out and use it in the Library for that day. Because of their popularity, more lending lockers were added, providing 34 laptop computers for use limited to the browsing area.

F: Audio-visual Corner (2nd Floor)

In the Audio-visual Corner, students can use the Library's video cassettes, DVDs, CDs, and other audio-visual materials. Some of the items can be checked out. In addition, students can bring other audio-visual materials needed for study or research and watch/listen to them in the Corner.

G: Global Study Corner (2nd Floor)

The Global Study Corner receives language teaching materials from the Global Human Resource Development Center and the Foreign Language Education Center, and provides services. In addition, as an annex to the Language Study Commons, it provides an Internet connection that enables the use of language education materials.

3) Learning/Research Support Services Provided by the University Library

A: Reference Services

The Reference Counter on the second floor of the Library handles questions/consultation regarding use of the Library, requests for copies of literature or to borrow books outside the University, issuance of letters of introduction, etc. A service that merits particular attention is the free literature copy request service for students. When books are borrowed, one-way shipping is free.

B: Literacy Workshops

The University Library plans and hosts a variety of workshops to support learning and research. "Information Literacy" refers to "the capacity to utilize information" required for learning in higher education, and includes the ability to make full use of the Library's materials, electronic resources, and databases, etc.

In addition to the basic information search workshops that are conducted as part of mandatory information processing exercise classes for first year undergraduates, the Library offers "order-made workshops" designed in accordance with the requests of classes, seminars, laboratories, or other groups. The time and content are arranged according to request, so students are able to study, deeply and thoroughly, content that is aligned with their major fields. In this manner, the Library supports students at various stages from education in their first year as undergraduates to research for graduation, graduate school, etc.

C: Library Academic Learning Advisor (LALA) Desk

Since April 2014, the graduate student Library Academic Learning Advisor (LALA) Desk has occupied a spot in the Learning Commons, with a LALA on duty at all times. LALAs receive training from teaching staff members, outside specialists and library staff members related to academic skills (searching for information in the Library, techniques for writing papers, assistance with writing, etc.). In addition to the usual ICT support, LALAs provide support for learning, including how to do a literature search and how to write a report.

D: Library Student Assistant (LiSA) Program

The LiSA Program is a library revitalization program that began in November 2007, and is conducted through collaboration between Library staff and students. With six months constituting a single period, the Library recruits students who are interested in the Library to experience a variety of work (routine work) under the direction and advice of Library staff members, such as repairing and shelving books. In addition, students propose work improvements from their own perspectives and plan (voluntary planning) material exhibits, library tours, public relations via Twitter, etc. The goal of the program is to stimulate the motivation to learn proactively, through the experience of coming into contact with a variety of library materials, and to form a practical career consciousness through the experience of supporting others.

E: Education results/research findings collection TeaPot (institutional repository)

The institutional repository was officially released in April 2007 to gather and communicate the education results/research findings of Ochanomizu University. It is commonly known as "TeaPot," based on the "Ocha" (meaning "tea") portion of the University's name. In addition to digital release of the periodical *Yōji no kyōiku* ("Early Childhood Education") beginning with the first issue, videos of creative dance performances by the Department of Dance and Dance Education, and other distinctive content, we are working to release the table of contents information and main body of the bulletin periodicals issued by the University's faculties, divisions, and centers. The cumulative total of items registered as of the end of the 2014 academic year was 36,103. TeaPot can be accessed from the main page of the University website or the main page of the University Library website.

<http://teapot.lib.ocha.ac.jp/ocha/?locale=en>

F: Ochanomizu University E-book Services

In March 2012, Ochanomizu University began offering services for electronic e-book (PDF format, with ISBN) publication and free release of research findings and educational results of University teaching staff and other staff members as well as graduate students. The University has been praised for demonstrating that even a small university without a publishing organization can use its existing structure to publish documents, and was recipient of the Japan Association of National University Libraries Award for 2013. As of the end of AY2014, the Library had contributed to the communication of research findings through the publication of six works and eight titles, with a total of 17,543 downloads.



Learning Commons (1st Floor)



Career Café (1st Floor)



E-book Service