How to request book purchase to Nakajima Library

Students, faculty and staff members can request materials (books, DVDs and CDs) to be purchased for the Nakajima Library. All requests, except textbooks and course reference books, are reviewed by the Library Administration Committee once a month from May to December. After approval, books are processed for order.

1. Go to the AIU Nakajima Library website top page from AIU HP or ATOMS and login.

URL: https://library.aiu.ac.jp/?page_id=94&lang=english

Login is necessary to request book purchase.

Click the [Login] button in the middle of the top page, or, click the login link at the top right of the top page.

ID and password are the same as ATOMS.

Enter your user ID (or regist <for aiu="" members=""> • Use the Username and Pas</for>	· ·
User ID (or registered name) Password	[A0000000]
To log out, c Once the system authentic yours If you do not log out a	Login Back perations on Login screen. please be sure to log out. lick Logout button on the top of the window. ates you, the system regards operations on the window as until the logout operation completes. Ind leave the system, in the worst case. your personal ir name may be abused for requeste and other opereations

2. Enter the material title (or a part of it) and search to see whether the Library already has the material.

Home	Search	Information	Calender		
				<u>日本語</u> Engl	ish
Bib Search Other Univ.	Article				
					?
Basic Search Advanced Search Con					
Learning				Search	
	Search by Classification Par	rials Title List Reserve Book N	lowly Arrived Conrob Togo		

* If the Library already has the material, do not request a purchase.

If the material is not found in the search results, click the [Other Univ.] tab.

Besic Search Advanced Search Contail	ns tag		?	🛿 What is Sea	rch Alert?
Learning			P Search	🚖 Save to	My Search
Learning			Codarcit	📢 Add Sea	arch Alert
Refine Your Search	Search Results	5 1-10 of about 142	8 Print		Simple Display Details Display
Material Type				1 2	3 4 5 6 next
Deales (000)					
Books (969) Serials (6)	Select All 📕 Bookr	mark 🚫 Tag 🕞 0	ıtput 🖂 Mail 🧮	Export Title(ASC	C) 💙 10 Items 🕚
	1 BEST Books	mark Yag () 10 best teaching prac define teaching comp Donna Walker Tileston	tices : how brain res	earch, learning style	
Serials (6) AV (15) e-Books (433)	1	10 best teaching prac define teaching comp	tices : how brain res	earch, learning style	

3. If you find the material in the displayed search results of other universities, click the title to see more details.

(If you cannot find the material in search results, please go to step 11 on page 5.)

NII Search Results 11-15 of about 15 🚔 Print
<< previous 1 2
Select All Output Mail 😑 Export
11 Deep learning Books Ian Goodfellow, Yoshua Bengio, and Aaron Courville ; : hbk MIT Press, c2016 (Adaptive computation and machine learning).
12 D Books 凝田一弥,高原歩共著 - オーム社, 2016.11.
 Computer vision metrics : survey, taxonomy and analysis of computer vision, visual neuroscience, and deep learning Scott Krig ; : [hardback] Springer, c2016.
Image: R Deep learning R Deep learning R Deep learning R Deep learning Books Joshua F. Wiley Packt Publishing, 2016 (Community experience distilled).
Deep learning Deep learning For beginners with MATLAB examples Books Phil Kim ; translated by GLS ; : pbk [s.n.], c2016. C2016.
Select All Mail 🖴 Export

4. If you find the material you need, click [New Purchase Request] on the right menu.

NII Bibliogra	phy Details 11 of	about 15		Print	Related Information
Previous		≜ Back to List		Next⊳	Related Items
DEEP LEA RIING		ow, Yoshua Bengio, a	and Aaron Courville ; : nd machine learning).		▶ parent bibliography Other Databases
	Functions: 🕒 Out	put 🖂 Mail 🧰	Export		Google Books
HoldingsLis	URL: <u>https://opa03in.a</u> 1-10 of about 27	iu.ac.jp/webopac/NII/B	B2252722X	Select	Get it from another organi zation ILL Copy Request(get a copy
Click a number	io display details about	the collection.		1 2 3 next >>	from another library) ILL Borrowing Request(borro w the actual book)
No. Member Nar	ne Location code	Volumes	Call No	Registration number	
0001 九工大	×	: hbk	548.91 G-7	001101690	Purchase Request
0002 京大工	電気系	: hbk	ZH 888	200036079189	New Purchase Request
0003 北大工	図書	: hbk	006.31/G616	3580278170	New Furchase Request
0004 北院大	研究科	: hbk	C51.3 G	5160332	
0005 名工大		: hbk	007.13 G 65		

(If the screen is blocked here, you need to change Pop-ups setting from Tools menu of your computer to

allow pup-ups on <u>https://library.aiu.ac.jp.</u> For details, please see another manual, "Changing Pup-ups setting.")

5. Click the [Next] button on the Purchase Request screen.

You	can send a purchase/order request of materials. $egin{array}{c} & & \\ $
	Select Request Conditions Request Information Entry Request Confirmation Purchase Request Completion Notification
Sel	ect Purchase/Order Request
Se	the following conditions and click the [Next] button.
0	Please select the request type

- 6. Fill out [Publisher] column to confirm, and [Price] information. The price can be an approximate amount. You may put a price found in Amazon and/or other internet site.
- 7. Confirm your contact e-mail address. We will e-mail you if there is a question.

2. Enter (Confirm) the following client	information.	
User ID:A0000000	Name:国際 太郎	
User type:Staff	Department: Library	
Requests:0items	Exp. Date:2099/3/14	
Library:Library1		
Specify the mail address used to receive co		
© E-mail: [test@fujitu.com♥]	creen before being sent.	Ignore this
*Email(confirm):		phone
• Another Phone No.:000-0000		number

- 8. Select whether or not you want to reserve the material.
 - 3. Enter (Confirm) the following request details.

Apply Lib : Library1	Apply Date:2017/4/24
Reservation: Yes No	
Select the library where you	want to pick up the material.
Receive Lib: Library1	

* If you make a reservation request, you will have priority for use when the library receives the material. Purchase requests will be reviewed by the Library Administration Committee and ordered upon approval. If the request is a course reference material or a textbook, write "Reference" or "Textbook" and the course code and the name of faculty so that the order will be placed without the Committee's review. When you finish, click the [Submit] button.

4. Notes Note:Reference(Course code) / Taro Kokusai	5	* If the material is for reference or textbook of a specific course, please indicate so along with the course code and the name of faculty.
Submit Back to	Select	

- 9. Confirm the request information and click the [Submit] button. If you want to correct it, click the [Back to Entry] button.
- 10. Confirm that you have completed the request.

You can send a purchase request of materi	als. 🖬
Select Request Conditions Request Confirmation Purchase Req	equest Information Entry Request uest Completion Notification
Purchase Request Completion	Notification
The following purchase request has been	submitted.
Order No.: OR00017122	
 Material information 	
Bib. Info. Deep learning / Ian Goodfe Bib. Info. Press, c2016 (Adaptive c Volumes: Hbk Publisher:MTT Press Price:10,549	llow, Yoshua Bengio, and Aaron Courville ; : hl omputation and machine learning). ISBN:9780262035613 Year:
 Client information 	
Uaer ID:A000000 Uaer type:Staff Requests:Oltems Library:Library1 E-mail:test@fujitu.com(Normal 4 Phone No.:000-000	Name:四開 法即 Department:Libzary Exp. Date:2009/3/14 amail)
Request information	
Apply Lib :Library1 Reservation:Request Receive Lib:Library1	Apply Date:2017/4/24
Notes	
Note: Reference(Course code) / Kokusai	' Taro

*After you finish the confirmation, click [Close]. .

If you have any questions, please e-mail to <u>lib1@aiu.ac.jp</u> or call at 5908.

11. If you cannot find the material from AIU Library and Other universities (from step 3), please click [Search] tab and click [User Service] to show pull down menu. Choose "Book Request."

				Logout
	中嶋記	已念図書館蔵書検	京家 💽	公立大学法人、国際教養大学
	Nakajima I	ibrary Search	\mathbf{v}	
Home	Search	Information	Calender	
Catalog Search ▼ Bib Search Other Univ.	Q User Service ▼ My Library Record My Folder			🐼 Browsing History 📜 Search History
Basic Search Advanced Search CO	▶ Alert ▶ <u>Book Request</u>		2 Search	
		Convright(C) Akita International University	sity Nakajima Library. All Rights Reserved.

12. Click Next

Pure	chase Request
Yo	u can send a purchase/order request of materials. 🖬
	Select Request Conditions Request Information Entry Request Confirmation Purchase Request Completion Notification
Se	elect Purchase/Order Request
	Set the following conditions and click the [Next] button.
¢	Please the type of the material that you want to request
	Books
	O BOOKS

13. Fill out information regarding the material and submit.

You can send a purchase request of materials.

Request Information Entry >	►	
Request Completion Notification		

Request Information Entry

Click the "Submit" button after entering the following information.

* indicates required items.

1. Enter (Confirm) the following material information.

* Title:	
Volumes:	* ISBN
* Author :	* Publisher
Edition area:	Year:
* Price)
3. Enter (Confirm) the following requ	est details.
Apply Lib : Library1	Apply Date:2017/7/31
Reservation: Yes No	
Select the library where you want to pick	< up the material.
Receive Lib: Library1 💌	
4. Notes	
Note	
Submit	Back to Select

* If you make a reservation request, you will have priority for use when the library receives the material.

Purchase requests will be reviewed by the Library Administration Committee and ordered upon approval. If the request is a course reference material or a textbook, write "Reference" or "Textbook" and the course code in 4. Notes, so that the order will be placed without the Committee's review. If you have any questions, please call the Library at 5908 or e-mail to <u>lib1@aiu.ac.jp</u>.

If you want to request by e-mail, please provide the following information (web links forwarded to us often do not work):

- title, author, publication year
- any special version requests (e.g., specific edition)
- if the book is for course reserve, please provide the course number and name
- optional: date needed, if request is urgent