

How to use MyLibrary

What you can do with MyLibrary

● Check materials on loan

Check the status of your current loans.

● Renew

Renew your borrowed materials that are not overdue and not reserved by another user.

● Reserve

Reserve materials currently on loan.

● Inter-Library Loans (ILL)

Request the Library to borrow materials or obtain copies of articles that are not available at GRIPS from other libraries.

● Book Purchase Request

Request the Library to purchase books which support studying and researching.

● Bookmark

Bookmark your preferred materials and make a list of materials.

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1. How to log in

Login screen

政策研究大学院大学図書館 OPAC
National Graduate Institute for Policy Studies Library

Login

GRIPS ID
Password

Login

[Help](#)

- How to log in: log in with your GRIPS ID and password
- Access via OPAC, GRIPS Library website and G-Way

<https://glib.grips.ac.jp/opac/en/user/login>

Main menu

政策研究大学院大学図書館 OPAC
National Graduate Institute for Policy Studies Library

Search By category Advanced search [bookmark](#) [Logout](#) [Japanese](#) [Help](#) [GRIPS Library](#) [Log in to MyLibrary](#)

Top > My Library

My Library

1 reserved books are ready. [View details](#)

Materials on loan
You can extend your loan
Local library 1 Rem(s)
[Reserved materials](#)
[Photocopy Request](#)
[Materials under request for purchase](#)

Materials under request
You can also cancel your request
2 Rem(s)
1 Rem(s)
[Interlibrary Loan \(Photocopy\)](#)
[Interlibrary Loan \(Book\)](#)
[Book Purchase](#)

New request

Notices
Notices about your borrowed materials, reservations, or requested materials will be shown.

Bookmark
Bookmark your preferred materials and make a list of materials.
[View bookmarks](#)

History
no history is available.

Personal Settings
[Change Service Settings](#)
[Notification settings change](#)

Materials on loan
Check the status of your current loans and renew your borrowed materials.

Bookmark
Bookmark your preferred materials and make a list of materials.

Notices

Notices about your borrowed materials, reservations, or requested materials will be shown.

New request

Inter-library loans (ILL) requests and book purchase requests

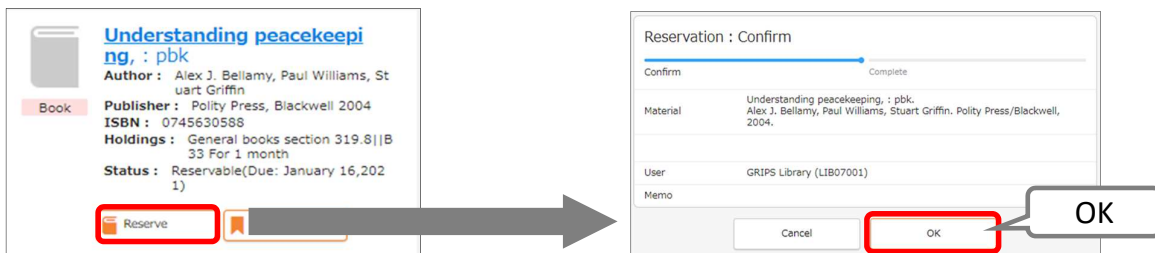
Materials under request

Check the status of your reservations, ILL requests, and book purchase requests, or cancel them

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2. Reserve

- Click “Reserve” button on the OPAC search result list page or material details page, and follow the instruction on the screen.



Check materials under request / Cancel request

- Click a link such as “Reserved materials” in the Materials under request, and you can check the status of your reservations, ILL requests, and book purchase requests.
- You can also cancel your requests. When “Cancel” button appears in the material’s information box. Click the button to cancel.



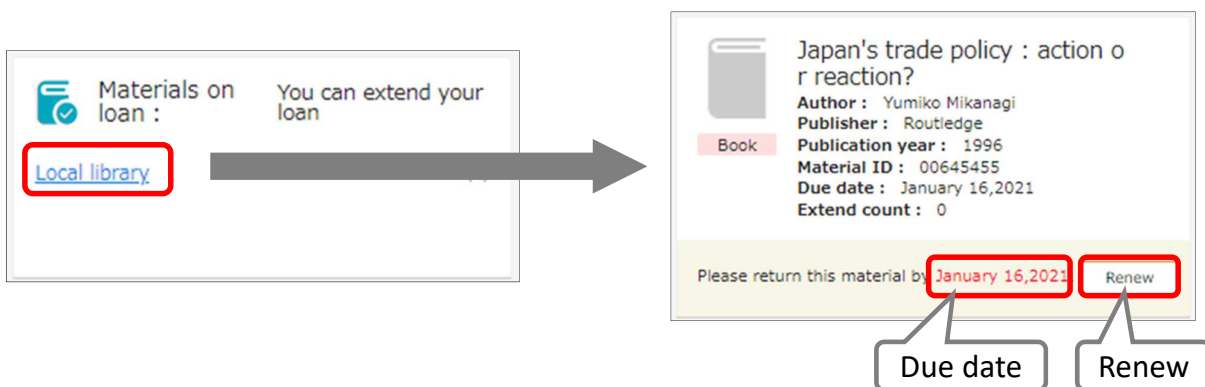
3. Check loan status

- Click a link “Local Library” in the Materials on loan, and you can check the status of your current loans and renew your borrowed materials

Renew

- Click “Renew” button in the material’s information box, and the due date will be extended for 1 month from the day of renewal unless the book is not reserved by another user.
- Borrowing and renewal will be suspended if you have overdue books.
- Renewal via MyLibrary is available for up to 2 times. Bring the materials to the Library counter for further renewals.

* You can renew books via MyLibrary more than 2 times only under this COVID-19 circumstances.



4. 1. Photocopy / Loan (Inter-library loans)

- You can request the Library to borrow books or obtain copies of articles that are not available at GRIPS from other libraries.
- Click a link *"Interlibrary Loan (Photocopy / Book)"* in the New request, and follow the instruction on the screen. Please supply as much bibliographic information as you can to help us process your request.
- You can check the status of your requests, or cancel them from the link in the Materials under request on the main menu page.

Required information
 Photocopy: article title, author, volume, year, etc.
 Book-Loan: title, author, publisher, year, edition, etc.

Photocopy

Book-Loan

Document Photocopy Request : Input

Document Photocopy Request : Confirm

Material Loan Request : Input

Material Loan Request : Confirm

Fix the request

Go to Confirmation window

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4. 2. Photocopy / Loan (Inter-library loans)

Autocompletion

- You can search the collections of other institutes in Japan with the OPAC advanced search by checking *"CiNii Books."*
- Click *"Request ILL (Photocopy / Book-Loan)"* button on the search result page, and basic bibliographic information (title, author, publisher, etc.) will be entered automatically. Please also supply additional information, then follow the instruction on the screen.

政経研究大学院大学図書館 OPAC
 National Graduate Institute for Policy Studies Library

Search [] By category/Advanced search Bookmark Logout Japan

Top > Advanced search

Target database Local collection CiNii Books

Material type All Books Journal

Keyword Finance and Development

政経研究大学院大学図書館 OPAC

Search [] By category/Advanced search Bookmark Logout Japan

CiNii Books(3)

Top > Search Result List

Advanced search 1 - 2 of 3 matches

Conditions

Keyword Finance and Development ISSN 00151947

Refine your search No condition

Finance and development
 Author: International Monetary Fund and International Bank for Reconstruction and Development
 Publisher: International Monetary Fund and International Bank for Reconstruction and Development
 Date of publication: 1964
 Document ID: 124

Finance and development
 Author: International Monetary Fund and International Bank for Reconstruction and Development
 Publisher: International Monetary Fund and International Bank for Reconstruction and Development
 Date of publication: 1964
 Document ID: 124

Journal / Magazine

Request ILL (Photocopy) Request ILL (Book-Loan) Request Book Purchase

Available library

Total: 124

No.	Library	OPAC Link
1	慶應義塾大学 三田メディアセンター	

Document Photocopy Request : Input

Input Confirm Complete

Author of the article

Article title (Must)

Journal title (Book title) (Must) Finance and development

Volume

Publication year

Page

Publisher

ISSN 00151947

ISBN

User GRIPS Library (LIB07001)

User class Master's Student

Mail address xxx@grips.ac.jp

Memo

Cancel Go to Confirmation window

Autocompletion of bibliographic information

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5. 1. Book Purchase Request (student only)

- GRIPS students may request the Library to purchase books which support studying and researching. Requests will be reviewed and determined by Library committee to purchase.
- Click a link “Book Purchase” in the New request, and follow the instruction on the screen. Enter as much bibliographic information as you can to help us process your request. “Reason for request” is also required.
- You can check the status of your requests, or cancel them from the link in the Materials under request on the main menu page.

The following materials will not be accepted:

- Materials which the Library already holds in its collection
- Test-preparation or language study books
- Journals, e-journals, databases

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5. 2. Book Purchase Request (student only)

Autocompletion

- You can search the collections of other institutes in Japan with the OPAC advanced search by checking “CiNii Books.”
- Click “Request Book Purchase” button on the search result page, and basic bibliographic information (title, author, publisher, etc.) will be entered automatically. Confirm the entered information and make sure to enter “Reason for request,” then follow the instruction on the screen.

Autocompletion of bibliographic information

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