

## Training session "Basic Search for Materials"

*Course A. How to use GRIPS' subscribed online resources*

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A1. How to find & obtain research materials

A2. Off-campus access (EZproxy service)

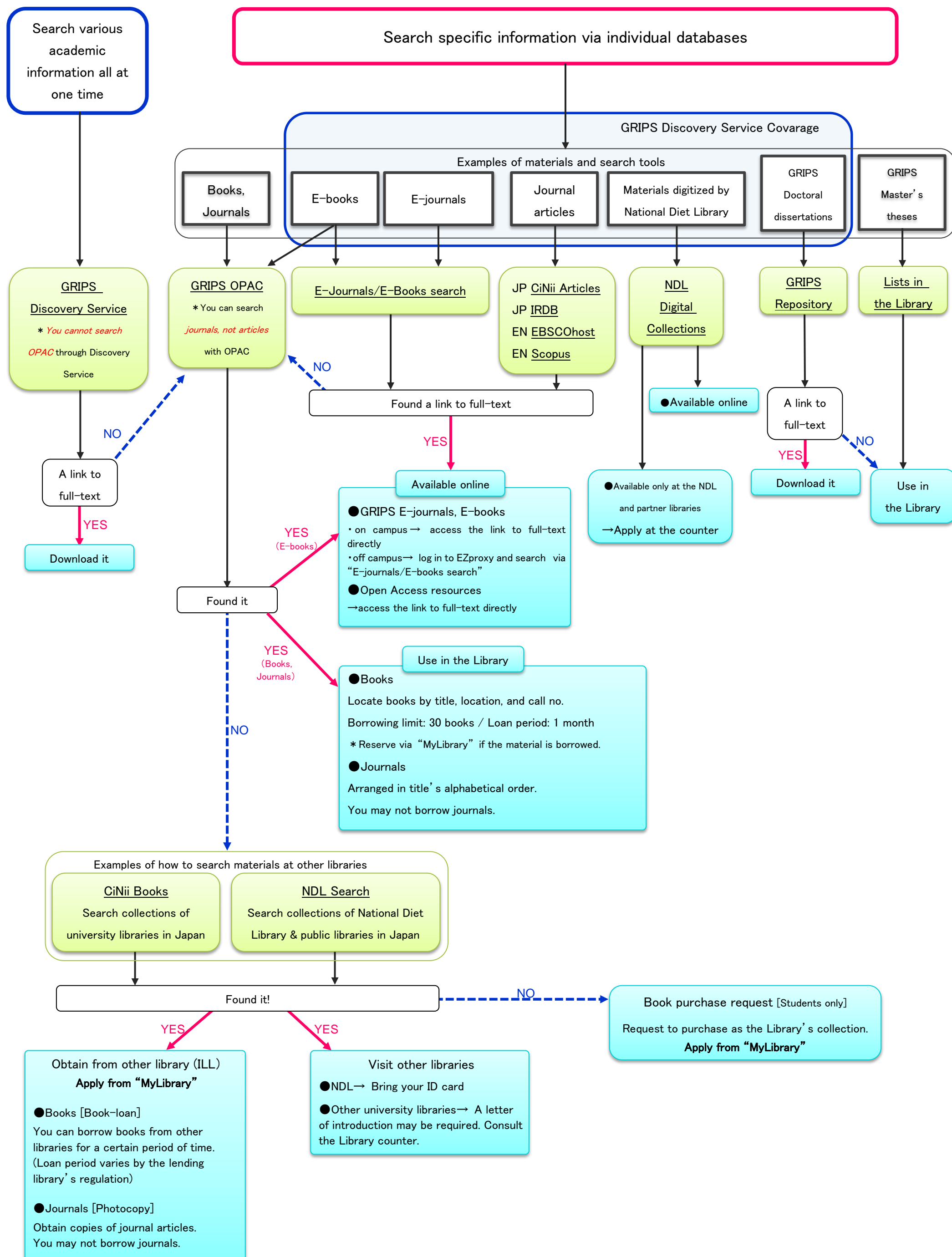
A3. E-Journal/E-Book search quick guide

A4-1. How to read e-books: “The age of sustainable development”

A4-2. How to read e-books: “まるごと ： 日本のことばと文化”

A5. Discovery Service basics

# How to Find & Obtain Research Materials



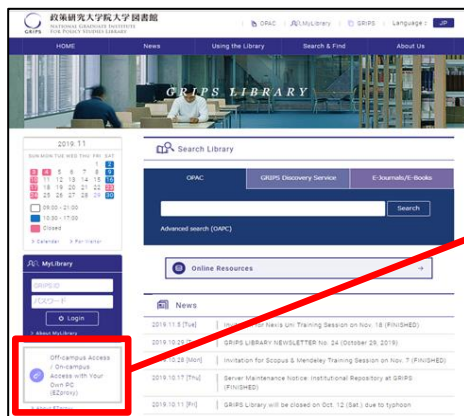
# Off-campus Access (EZproxy service)

Use online resources from outside GRIPS / Use online resources on campus with your own PC

You can use most of GRIPS' subscribed online-resources (e-journals, e-books, and online databases) from outside GRIPS, or on campus with your own PC, connecting via GRIPS campus Wi-Fi. This will require user authentication by EZproxy.

1. Log in with your GRIPS ID and password on the EZproxy Login page.

Library's website > Off-campus Access (left side menu)



EZproxy login screen

<https://login.ezproxy.grips.ac.jp/login>

Welcome to GRIPS Off Campus Access Service (EZproxy)

Please log in to begin your secure session.

Username:

Password:

2. You will jump to the EZproxy service menu page. You can use the online-resources listed there as follows:

- *GRIPS Discovery Service* enables you to search GRIPS' subscribed online-resources and online open access academic resources all at one time, to find various academic resources such as journal articles. Some of the search results provide links to full-text versions.
- You can search GRIPS' subscribed e-journals and e-books by title via *E-journals / E-books search*.
- You can also select items from the list of online resources available off campus.



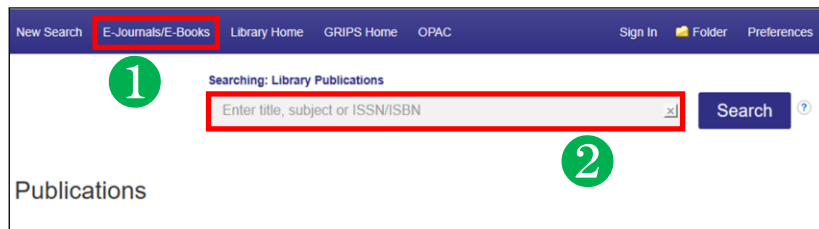
3. Please be sure to log out when you have finished.

## \*\*\*\*\* Caution \*\*\*\*\*

- After you have logged into EZproxy service, you should see "ezproxy.grips.ac.jp" as part of the address field of your Web browser. If the URL doesn't include "ezproxy.grips.ac.jp," it means that you have exited EZproxy, so please log in again.



Using E-Journal/E-Book search, you can search for information in or browse GRIPS electronic resources (e-journals, databases, e-books).



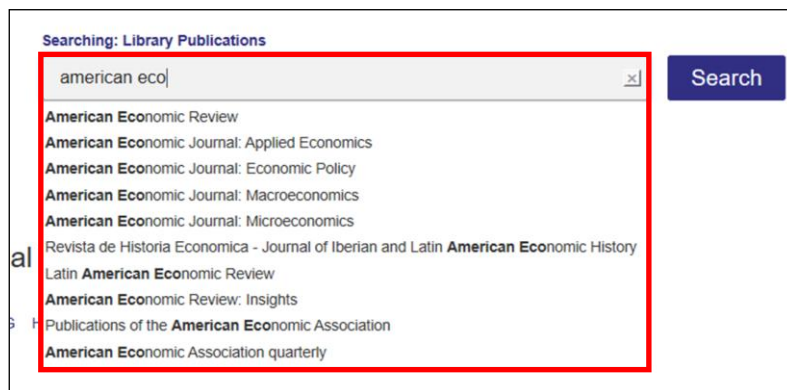
## ● Search screen ●

### ① E-Journals/E-Books tab

To search E-Journals/E-Books, click the **E-Journals/E-Books** tab at the top of the search screen.

### ② Search box

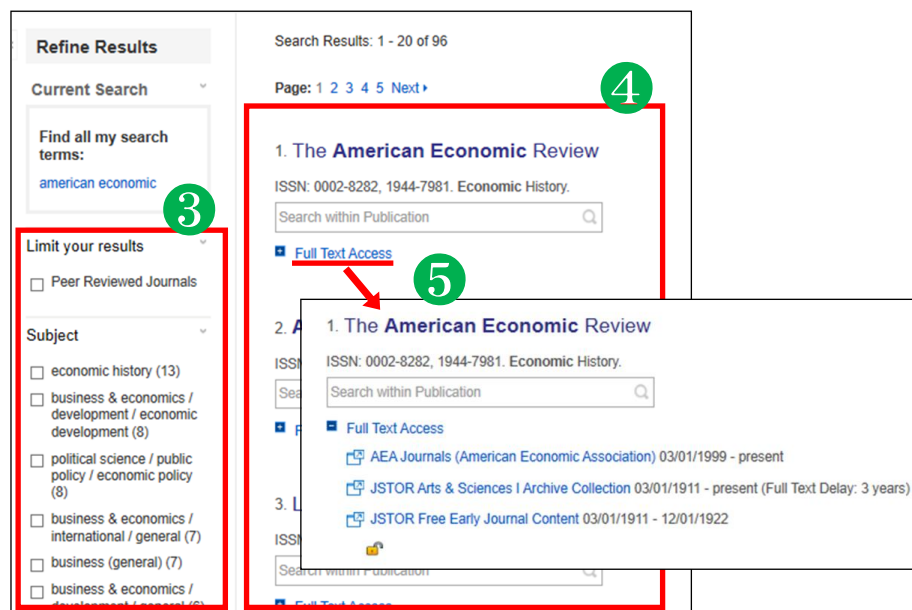
Enter your search term(s), e.g. keyword, author, subject, ISSN/ISBN.



## [Responsive auto-complete feature]

Searching by publication title is easy with the responsive auto-complete feature, which displays titles containing your search terms as you type.

When the specific title you are looking for appears in the list, simply click the publication name to run the search.



## ● Search results screen ●

### ③ Refine your search

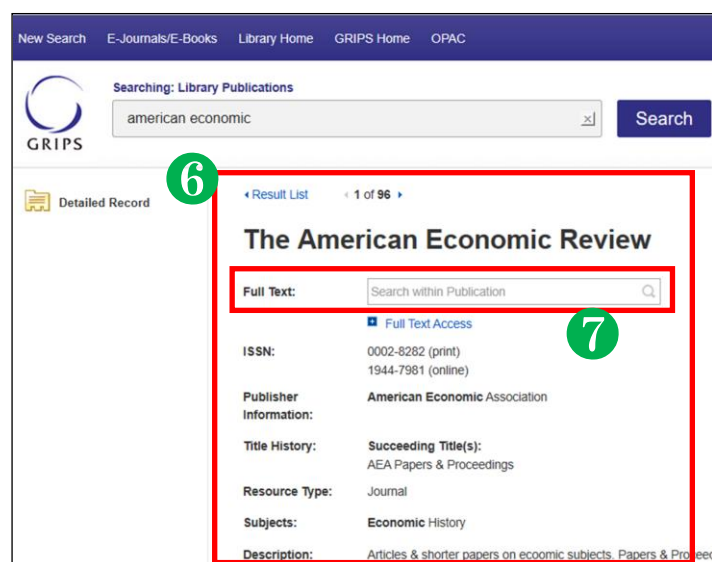
You can narrow your results by limiting parameters such as **Publisher** and **Resource Type**.

### ④ Results display

Click a publication title to view a detailed record of your search results.

### ⑤ Full text access

By clicking the **Full Text Access** link, you can view all of the resources where you can view full text versions of the title you are searching for. Click on the links to go directly to vendor or publisher sites.



## ● Detailed record screen ●

### ⑥ Detailed Record

You can view detailed information about each publication, including title, publisher and subject, and follow links to full text.

### ⑦ Searching within a publication

When a "Search within a publication" field is available, you can search the full-text version of that publication.



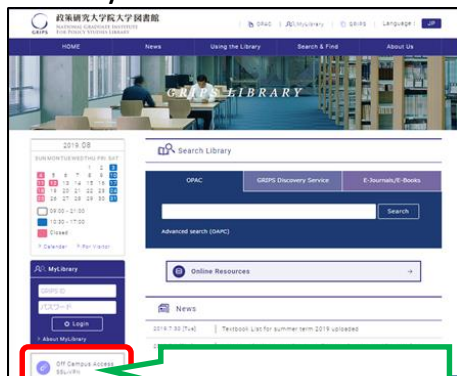
# How to read eBooks

## “The age of sustainable development”

by Jeffrey D. Sachs

Searching eBooks by E-Journal/E-Book search via EZproxy

### Library website



Off-campus access

Access GRIPS' subscribed online-resources (e.g. ebooks) and search tools via **Off-campus access service**, when you use them from outside the GRIPS (e.g. from overseas).

### EZproxy service menu page



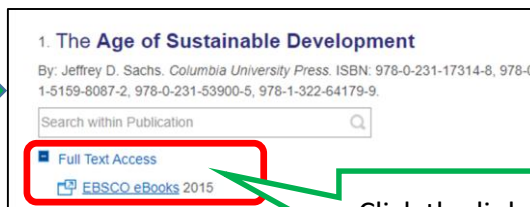
E-Journal/E-Book search

### E-Journal/E-Book search



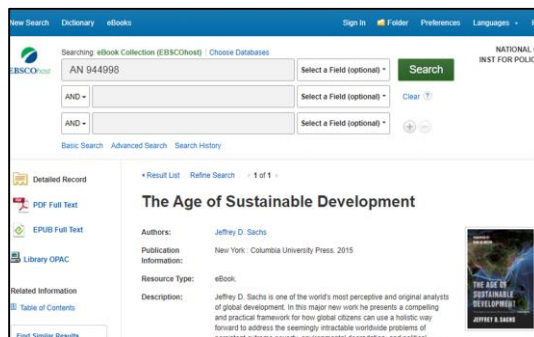
Search keyword: The age of sustainable development

### Search result



Click the link:

1. Full Text Access
2. EBSCO eBooks





New Search Dictionary eBooks

Searching: eBook Collection (EBSCOhost) | Choose Databases

AN 944998

Select a Field (o)

AND -

Select a Field (o)

AND -

Select a Field (o)

Basic Search Advanced Search Search History

Detailed Record

PDF Full Text

EPUB Full Text

Library OPAC

Related Information

Table of Contents

Find Similar Records using SmartText

Result List Refine Search 1 of 1

## The Age of Sustainable Development

Authors: Sachs, Jeffrey  
Pan, Ki-mun

Publication Information: New York : Columbia University Press, 2015

Resource Type: eBook

Description: Jeffrey D. Sachs is one of the world's most perceptive and original analysts of global development. In this major new work he presents a compelling and practical framework for how global citizens can use a holistic way forward to address the seemingly intractable worldwide problems of persistent extreme poverty, environmental degradation, and political-economic injustice: sustainable development. Sachs offers readers, students, activists, environmentalists, and policy makers the tools, metrics, and practical pathways they need to achieve Sustainable Development Goals. Far more than a rhetorical exercise, this book is designed to inform, inspire, and spur action. Based on Sachs's twelve years as director of the Earth Institute at Columbia University, his thirteen years advising the United Nations secretary-general on the Millennium Development Goals, and his recent presentation of these ideas in a popular online course, *The Age of Sustainable Development* is a landmark publication and clarion call for all who care about our planet and global justice. Visit <http://cup.columbia.edu/extras/supplements/sachs-9780231173148> for additional teaching materials for students and instructors, including chapter summaries, key concepts, problem sets, and slides.

Social change  
Biodiversity

Sign in ヲールド ューヅ 言語 Help Exit

English Portuguese 한국어 Slovenian  
Deutsch Pyccck Slovenčina  
Español Türkçe Hrvatski  
Ελληνικά Nederlands  
Français 繁體中文  
Italiano 简体中文  
Magyar 日本語  
Polski

NATIONAL GRADUATE FOR POLICY STUDIES

Click on "Language/言語" link to change the interface language

Table of contents

Links to each chapter / section

### Table of Contents

- Cover
- Epigraph
- Title Page
- Copyright
- Dedication
- Contents
- Foreword: Secretary-General Ban Ki-moon of the United Nations
- Preface
- Acknowledgments
- 1. Introduction to Sustainable Development
- 2. An Unequal World
- 3. A Brief History of Economic Development
- 4. Why Some Countries Developed While Others Stayed Poor
- 5. Ending Extreme Poverty
- 6. Planetary Boundaries
- 7. Social Inclusion
- 8. Education for All

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Contents Search within My Notes

## The Age of Sustainable Development

Author: Sachs, Jeffrey, Pan, Ki-mun  
Date: 2015  
Detailed Record  
Publisher Permissions: Print/E-manifest 100 Pages  
Restricted Copy/Paste  
Unrestricted Download  
eBook Availability: 0 of 1 copies available

- Cover
- Cover
- Epigraph
- Preface
- Acknowledgments
- 1. Introduction to Sustainable Development
- 2. An Unequal World
- 3. A Brief History of Economic Development
- 4. Why Some Countries Developed While Others Stayed Poor
- 5. Ending Extreme Poverty
- 6. Planetary Boundaries
- 7. Social Inclusion

# 1 INTRODUCTION TO SUSTAINABLE DEVELOPMENT

## I. What Is Sustainable Development?

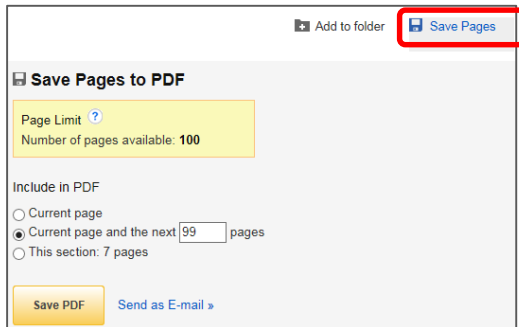
### Sustainable Development as an Analytical and Normative Concept

Sustainable development is a central concept for our age. It is both a way of understanding the world and a method for solving global problems. Sustainable Development Goals (SDGs) will guide the world's economic diplomacy in the coming generation. This book offers you an introduction to this fascinating and vital field of thought and action.

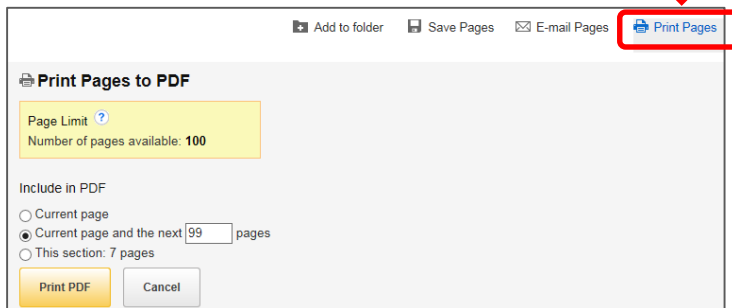
Our starting point is our crowded planet. There are now 7.2 billion people on the planet, roughly 9 times the 800 million people

## Downloading / Printing eBook

\*Page limit: 100 pages at one time

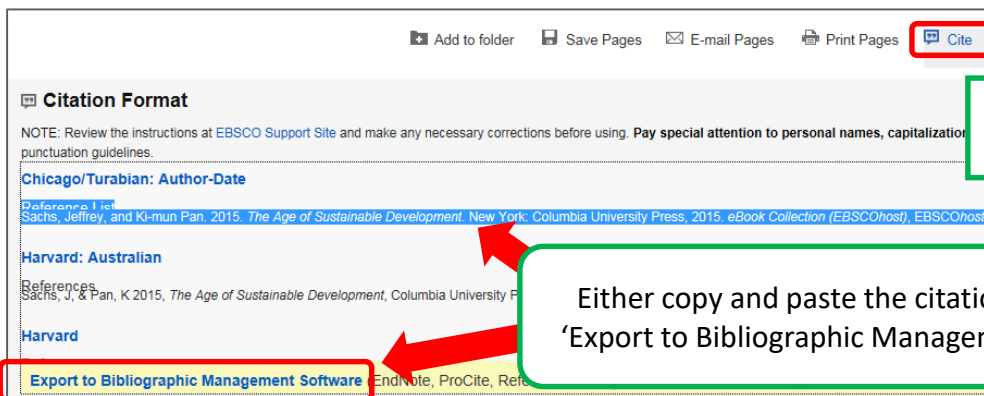


Click on the 'Save Pages' button  
or the 'Print Pages' button



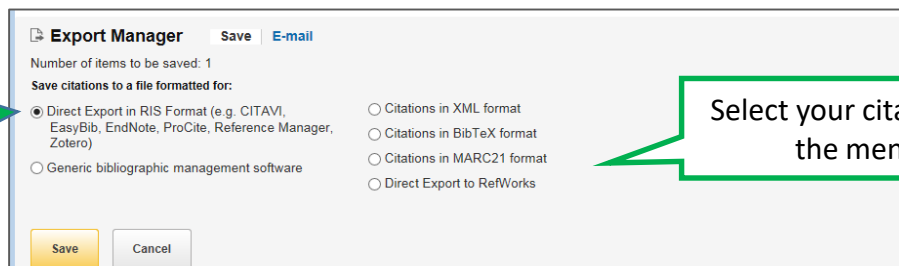
## Exporting a citation

You can copy the book record or send citations straight to reference management software.



Click on the  
'Cite' button

Either copy and paste the citation, or click on  
'Export to Bibliographic Management Software'



Select your citation format from  
the menu and save

## Finding the eBook on the library catalog

### OPAC search window

**GRIPS Library**  
National Graduate Institute for Policy Studies Library

**Input Search Conditions**

Brief search

☒ Keyword(Title, Author, etc.) : sustainable development sachs  
☐ ISBN :   
☐ ISSN :   
☐ NCID :   
☐ Material type : ☒ Book ☒ Journal ☒ Journal volume  
☐ Target database : ☒ Local collection ☐ Other university(NII catalog)

Enter keywords  
(e.g. sustainable development sachs)

**Search Result List**

Input Search Conditions > Search Result List

Book: 4 materials
  Journal: 0 materials

☒ Keyword(Title, Author, etc.) : sustainable development sachs  
☐ Material type : Book, Journal  
☐ Target database : Local collection

**Book : 1-4 (4 materials)**

☐ 1 [The age of sustainable development : pbk.](#)  
 Jeffrey D. Sachs. Columbia University Press, 2015.  
 General books section 333.8||Sa12 , Textbooks section 333.8||Sa12

☐ 2 [The age of sustainable development \[electronic resource\] \[computer file -- remote\].](#)

Jeffrey D. Sachs. Columbia University Press, 2015.  
 Electronic Books EB

Click on the book title to display the book details,  
or click directly on the link "Show the electronic book"  
to open the eBook

Print book

eBook

View the eBook

**Search Result in Detail : Book**

Input Search Conditions > Search Result List > Search Result in Detail

2 / 4 materials

**The age of sustainable development [electronic resource]**

Jeffrey D. Sachs  
 New York : Columbia University Press, c2015

**Holdings :**

	Volume	Location	Call no.	Material ID	Circulation class	Status	Waiting	Notes
1		Electronic Books	EB	EB000810	Not to be taken out			

☒ Publication year : 2015  
☒ G/SMD : computer file -- remote (wr)  
☒ Form : 1 online resource (xvi, 543 p.)  
☒ Note : Includes bibliographical references (p. [513]-519) and index  
☒ Country of publication : United States  
☒ Title language : English (eng)  
☒ Language of texts : English (eng)  
☒ Author information : [Sachs, Jeffrey](#)  
☒ ISBN : 9780231539005/9780231473155  
☒ IDENT : <http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&lang=ja&AN=944998>

Click on the link (or "IDENT" link  
below) to open the eBook



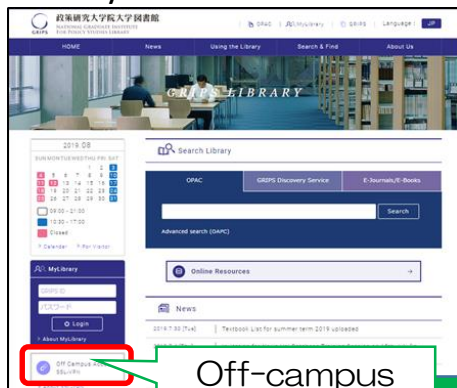


# How to read eBooks

## “まるごと：日本のことばと文化” (“Marugoto” series)

Searching eBooks by E-Journal/E-Book search via EZproxy

### Library website



Off-campus  
access

Access GRIPS' subscribed online-resources (e.g. まるごと) and search tools via **Off-campus access service**, when you use them from outside the GRIPS (e.g. from overseas).

### EZproxy service menu page



E-Journal/E-Book  
search

### E-Journal/E-Book search



Search keyword: まるごと

### Search result

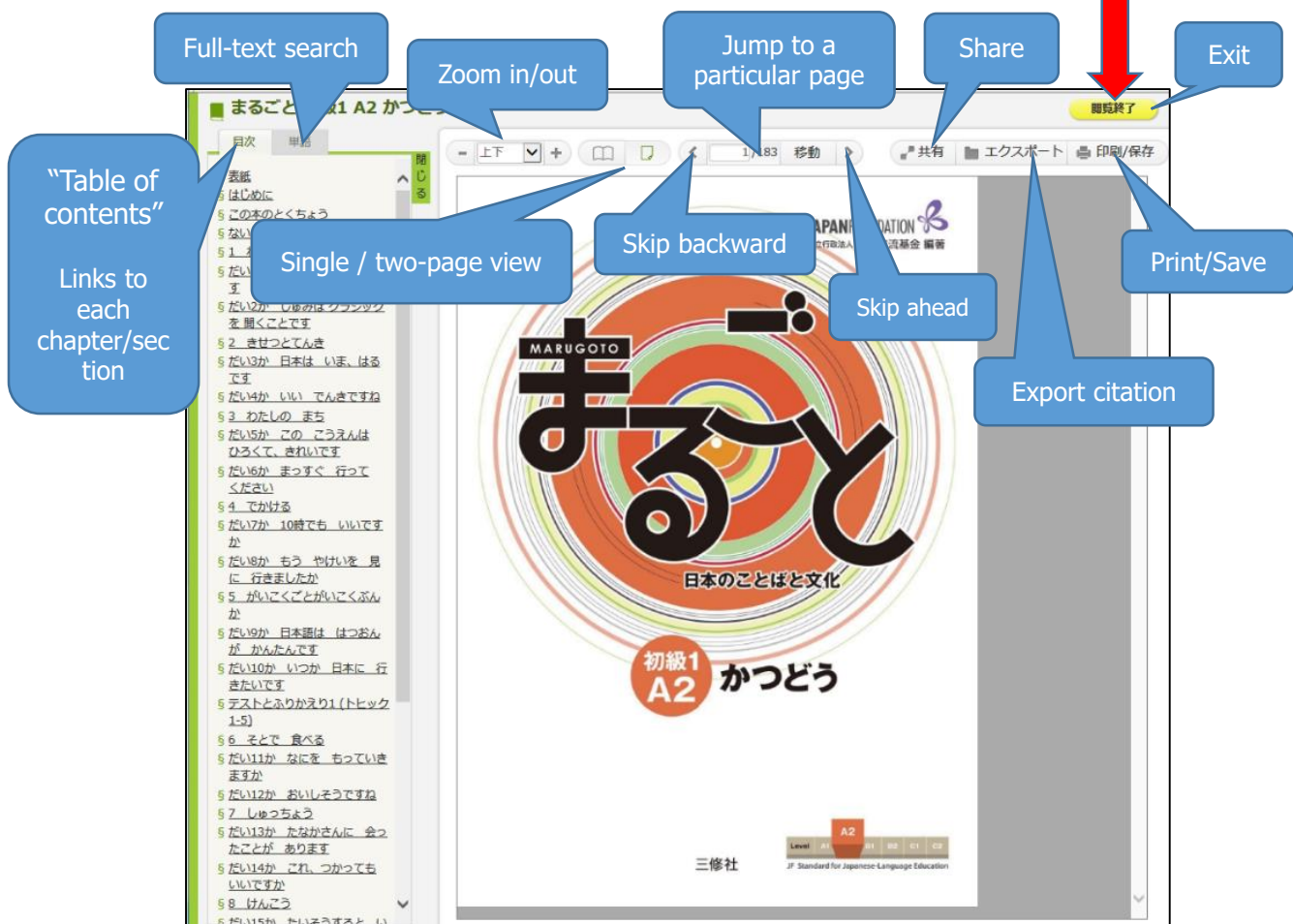


Click the link:  
1. Full Text Access  
2. Maruzen eBook Library





※ Be sure to log off when you finish reading  
(by clicking the 'exit' button)



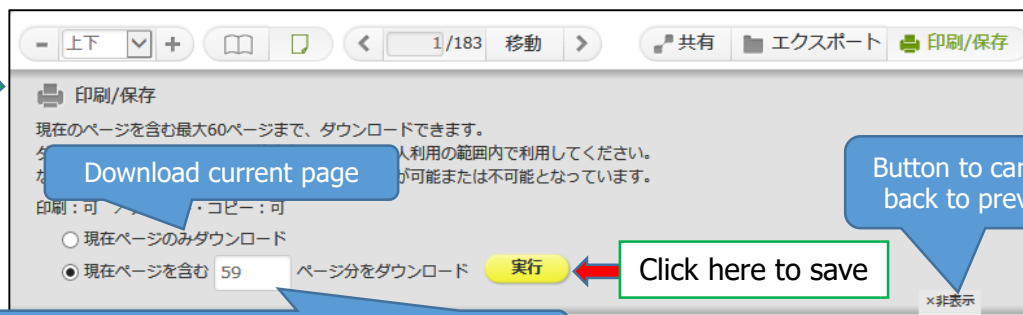
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You can save up to 60 pages at one time.



Click 'Print/Save' button

\*Note: Must save the file as a PDF before printing.



Download current page

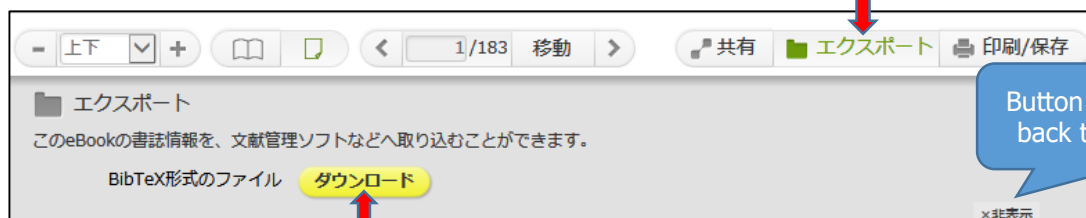
Button to cancel and go back to previous page

Click here to save

Download [1~59] page(s) including current page

## Exporting citations

1. Click 'Export' button



2. Click 'Download' button

Button to cancel and go back to previous page

## Sharing links

1. Click 'Share' button



Title in Japanese

Current page URL

URL of the book

2. Copy to share the title / URLs

Button to cancel and go back to previous page

# Searching eBooks by OPAC

(Keyword: marugoto)

**GRIPS Library**  
National Graduate Institute for Policy Studies Library

**Input Search Conditions**

Brief search | **Detail search**

Search | Clear

Keyword(Title, Author, etc.): marugoto

ISBN:

ISSN:

NCID:

Material type: ☒ Book ☐ Journal ☐ Journal volume

Click on the book title to display the book details, or click directly on the link "Show the electronic book" to open the eBook

- Book: 1-10 (10 materials)
1. [まるごと : 日本のことばと文化 : 入門 A1 かつどう - 中級2 B1](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2013.  
General books section 810.7||Ko51
2. [Marugoto : Japanese language and culture : shokyu1 A2 katsudo \[electronic resource\]=まるごと : 日本のことばと文化 : 初級1 A2 かつどう \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2014.  
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3. [Marugoto : Japanese language and culture : shokyu1 A2 rikai \[electronic resource\]=まるごと : 日本のことばと文化 : 初級1 A2 リカい \[computer file - remote\]](#) [Show the electronic book](#)  
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5. [Marugoto : Japanese language and culture : shokyu2 A2 rikai \[electronic resource\]=まるごと : 日本のことばと文化 : 初級2 A2 リカい \[computer file - remote\]](#) [Show the electronic book](#)  
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6. [Marugoto : Japanese language and culture : shokyu1 A2 katsudo \[electronic resource\]=まるごと : 日本のことばと文化 : 初級1 A2 かつどう \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2015.  
Electronic Books EB
7. [Marugoto : Japanese language and culture : shokyu1 A2 rikai \[electronic resource\]=まるごと : 日本のことばと文化 : 初級1 A2 リカい \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2016.  
Electronic Books EB
8. [Marugoto : Japanese language and culture : shokyu2 A2 katsudo \[electronic resource\]=まるごと : 日本のことばと文化 : 初級2 A2 かつどう \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2017.  
Electronic Books EB
9. [Marugoto : Japanese language and culture : nyumon A1 katsudo \[electronic resource\]=まるごと : 日本のことばと文化 : 入門 A1 かつどう \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2013.  
Electronic Books EB
10. [Marugoto : Japanese language and culture : nyumon A1 rikai \[electronic resource\]=まるごと : 日本のことばと文化 : 入門 A1 リカい \[computer file - remote\]](#) [Show the electronic book](#)  
国際交流基金編著/宋嶋洋美, 柴原智代, 八田直美執筆. 三修社, 2013.  
Electronic Books EB

eBooks

\*1: Print books  
2-10: eBooks

Back | Next | 2 / 10 materials

**Marugoto : Japanese language and culture : shokyu1 A2 katsudo [electronic resource]=まるごと : 日本のことばと文化 : 初級1 A2 かつどう** [Show the electronic book](#)

マルゴト : ニホンノコトバト文化 : ショキユウ1 A2 カツドウ  
国際交流基金編著 ; 宋嶋洋美, 柴原智代, 八田直美執筆  
東京 : 三修社, 2014

Bookmark

Holdings	Volume	Location	Call no.	Material ID	Circulation class	Status	Waiting	Notes
1		Electronic Books	EB	EB000884	Not to be taken out		0	Click the URL indicated in "IDENT" field. (Only inside GRIPS) / Concurrent user limit: 3

Select All | Deselect All | Bookmark volume

Publication year : 2014

G/SMD : computer file - remote (wr)

Form : 1 online resource (182 pages) : ill.

Note : Web site for study materials: <https://www.marugoto.org/download/>

Country of publication : Japan

Title language : Japanese (jpn)

Language of texts : Japanese (jpn) ; English (eng)

Author information : 国際交流基金 (コクサイ コウリユウ キキン) [ 国際文化振興会 (コクサイブンカ シンコウカイ)]

Classification : NDC9:810.7

Subject : Japanese language -- Textbooks for foreign speakers

ISBN : 9784384881738/9784384067546

IDENT : <https://elib.maruzen.co.jp/elib/html/BookDetail/Id/3000044623>

Click here (or "IDENT" link below) to open the eBook

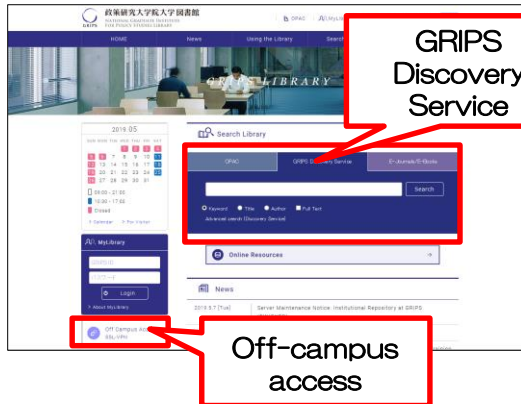
"IDENT" link

# Discovery Service Basics

Discovery Service allows you to find a broad range of scholarly resources in a single search, regardless of format.

## 1. Basic Search

Go to the library's homepage at <http://www.grips.ac.jp/main/lib/en/>



- ① Click on the “GRIPS Discovery Service” tab.
- ② Enter your search terms in the search box.  
※ **Keyword search** is the default. It allows you to search automatically across multiple fields (e.g. article title, abstract, author, subject, publisher, journal title etc.).
- ③ Click “Search”.

\*Access GRIPS Discovery Service via **Off-campus access service** when you use it from outside the GRIPS (e.g. from overseas)

Discovery Service provides a single search across many resources. This has a greater potential for serendipity than ordinary searches.

Do you need to do a literature review for a project, thesis, or dissertation?

You can easily search across many different resources at once.

Print publications  
(books and journals)

e-books and  
e-journals

Conference papers, reports  
and newswires contents

Search Results: 1 - 20 of 3,396,648

Research Starters  
**Global Warming.**  
Global warming is the term applied specifically to indicate rising temperature has the potential to cause... [More](#)  
Salem Press Encyclopedia of Science  
Other Topics: Bioethics and **global warming**, Global Warming Potential, Climate change and **global warming**.

**Results list (keyword: “global warming”)**

1. Long-term changes in the impacts of **global warming** on leaf phenology of four temperate tree species.  
(English) : Abstract available. By: Chen L; Huang JG; Ma Q; Hänninen H; Tremblay F; Bergeron Y. *Global Change Biology* [Glob Chang Biol]. ISSN: 1365-2486, 2019 Mar, Vol. 25 (3), pp. 997-1004; Publisher: Blackwell Pub; PMID: 30358002; Database: MEDLINE PubMed  
Subjects: Europe, Global Warming; Plant Leaves p  
[Linked Full Text](#) [View record in Wiley](#)

2. The Atmospheric Pathway of the Cloud-Radiative Impact on the Circulation Response to Global Warming: Important and Uncertain.  
By: Voigt, Aiko; Albern, Nicole; Papavasiliou, Georgios. *Journal of Climate*. May2019, Vol. 32 Issue 10, p3051-3067. 17p. 1 Diagram, 3 Charts, 7 Graphs. DOI: 10.1175/JCLI-D-18-0810.1. Database: Academic Search Premier  
Subjects: ATMOSPHERIC circulation; GLOBAL warming; ATMOSPHERIC models; OCEAN temperature; CLIMATE change  
[HTML Full Text](#) [PDF Full Text \(1.7MB\)](#)

• Search results : number of hits

• Search results can be sorted by “relevance” or by “date”

• Page options :  
Change the layout of the results on the screen according to your preferences

• Share :  
Functions include saving bibliographic information, setting up email and RSS alerts, and using Permalink.

• Research Starters offers links to related information and detailed bibliographies for more than 50,000 popular topics.



## 2. Viewing Search Results



Search results are ordered by relevance. If your initial search is unsuccessful, try using different keywords !

### ① Refining search results by facets

Search results can be refined by filters such as full text, peer reviewed, source types, subject, publisher, publication, language, geography or content provider

**Refine Results**

**Current Search**

Find all my search terms:  
Economic Geography

**Expanders**

Also search within the full text of the articles ☒

Apply equivalent subjects ☒

**Limit To**

☐ Full Text  
☐ Peer Reviewed  
1212 Publication Date 2020

**Source Types**

☒ All Results  
☐ Academic Journals (986,532)  
☐ eBooks (433,600)  
☐ News (419,685)  
☐ Magazines (143,351)  
☐ Books (128,512)

**Subject**

☐ economics (209,010)  
☐ social sciences (189,016)  
☐ human geography (187,663)  
☐ economic disciplines (144,785)  
☐ political science (123,095)  
☐ geography (121,950)

**Language**

☐ english (1,975,883)  
☐ french (26,174)  
☐ unknown (12,998)  
☐ german (11,452)  
☐ spanish; castilian (8,763)  
☐ japanese (6,585)

**Geography**

☐ united states (78,427)  
☐ china (26,788)  
☐ canada (21,546)  
☐ united kingdom (17,938)  
☐ india (16,602)  
☐ australia (12,747)

**University**

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Salem Press Encyclopedia  
Other Topics: Geographical Economics.

**1. Economic Geography : A Critical Introduction**

By: Barnes, Trevor J.; Christophers, Brett. Series: Critical Introductions to Geography. Hoboken, NJ : Wiley-Blackwell, 2018. Database: eBook Collection (EBSCOhost)  
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