Obtaining Books of the Other Campus Libraries

STEP 1
Access OPAC

① Search the book you need
② Make sure the book is on shelf. ※If it's already been loaned out, you can reserve it.
③ Make sure the location
④ Click “Reserve”

You can NOT order
◆ books which have already been reserved.
◆ magazines, reference books and audio visual materials. (You can request them at the Reference Counter.)
◆ books which are located on your campus.

STEP 2
Log in

⑤ Enter your User ID and Password
⑥ Click “Login”

STEP 3
Select Request Conditions

⑦ Choose your Receiving campus
⑧ Click “Next”
We will send an e-mail (@kwansei.ac.jp) when the book is available.

Kwansei Gakuin University Library 2019.4.1