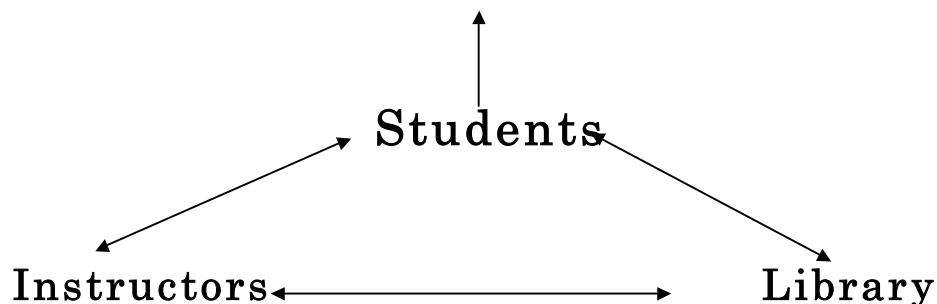


To make use of the library, will you check the below points?

2008/07/19

Ideals:

To be English educators who consider your students and lead in Japan's English educational fields.



Library Goal:

To be an independent self studying researcher.

**Library Mission:** To support students by,

- Providing materials & information.
- Developing their search skills.
- Making an efficient library.

1. Will you please take the library workshop as your study skill?

Difference between public library and TC library: User skill

- For the com. beginners, we provide the computer operation workshop by Eric Bossieux.
- To find & get the information which you want, we provide library workshop by Hiroyo Matsudo.

- Please make a reservation before taking each workshop.

#### Library Workshop Program Contents

- 1 Types of the materials in TC library
- 2 How to find the information which you want in TC library
  - (1) Card catalog
  - (2) Internet search OPAC
- 3 How to find the information by using internet
  - (1) ERIC
  - (2) Google Scholar
  - (3) Ingenta
  - (4) CiNii
  - (5) E-Topia
- 4 How to get the articles which you want
  - (1) TC OPAC & TC Holding Journals
  - (2) NACSIS
- 5 Making use of the TC Library service

Welcome to the TC Library

General Information	Library Policy 5	Schedule & Useful Information 6	MA Projects & Student Publications
Research Resources	TC Tokyo OPAC 1	Journals in TC Library 2	ERIC / INGENTA E-Topia / CiNii TC in N.Y. Google Scholar 7
New Arrivals	Library Education Syllabus 4	Journal Articles & Library Bulletins 3	Requesting Materials (through NACSIS)

2. Will you please check the web site?

[http://www.tc-japan.edu/Library/TC\\_Library.htm](http://www.tc-japan.edu/Library/TC_Library.htm)

- ① Holding situation books TC OPAC →Try! Keyword  Type
- ② Holding situation TC Journal : index alphabetical order →Try!  Choose: T
- ③ Journal contents
- ④ Newly arrival materials
- ⑤ Library policy
- ⑥ Librarian's schedule & Useful information (CD-ROMS etc.)
- ⑦ Link to other resources (ERIC, INGENTA, CiNii, E-Topia, NACSIS)

3. Will you please keep the due date?

- If you want to extend the date, please contact the librarian in advance by e-mail or call. You can renew one time.

4. Regarding references, will you give me your queries or requests by e-mail?  
[tclibrary@tc-japan.edu](mailto:tclibrary@tc-japan.edu)

5. When you want check out or in materials without the librarian, ...!

- ① Fill in the check-out form.
- ② Leave it on the librarian's desk with the cards from the back of the book.

Thank you for your cooperation !

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## Orientation Quiz

Try to match the number! Which item number do you click on?

- 1 If I want to know Fanselow' s books, ... ( )
- 2 If I want to confirm TESOL Journal backnumber, ... ( )
- 3 How do I know latest journal contents, ... ( )
- 4 How do I get the borrowing information?, ..... ( )
- 5 How do I get library workshop syllabus..... ( )
- 6 How do I confirm librarian' s schedule ? ( )
- 7 Which journal CD-ROM do I use? ( )
- 8 How do I know literature review information which I need? ( )