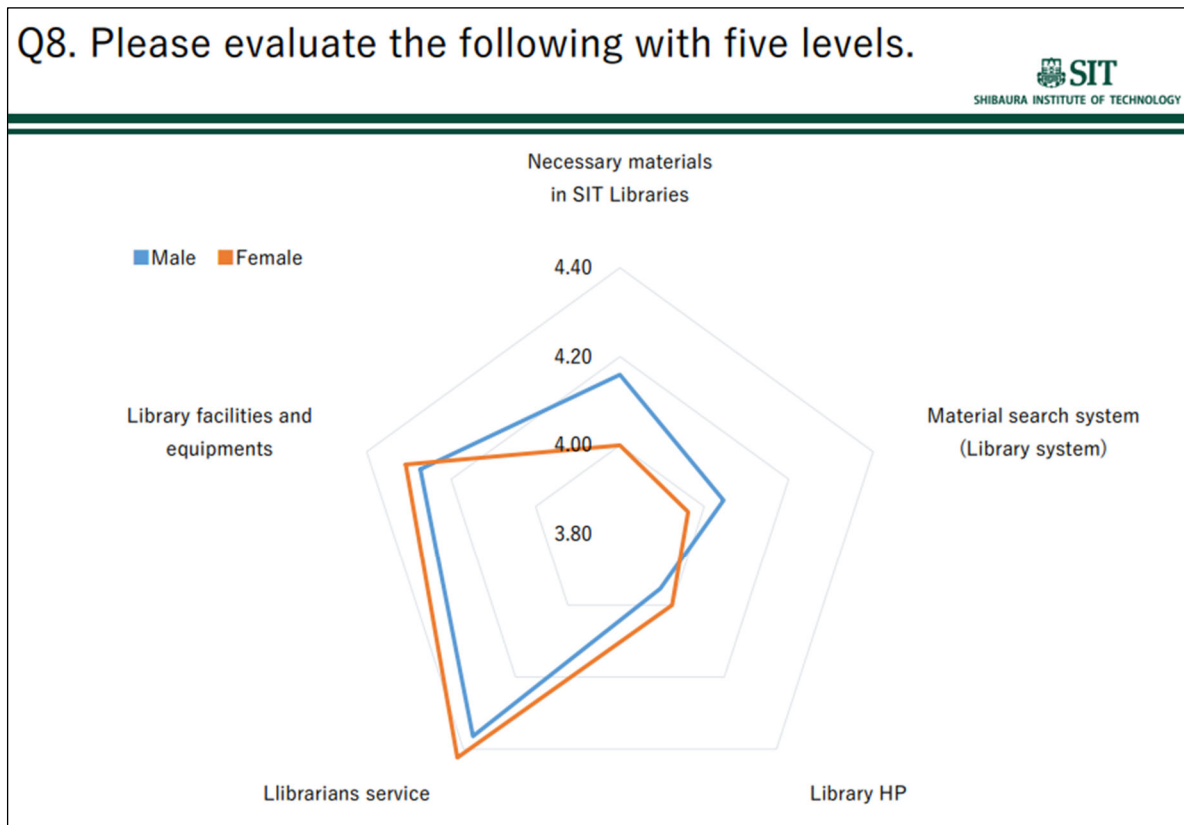
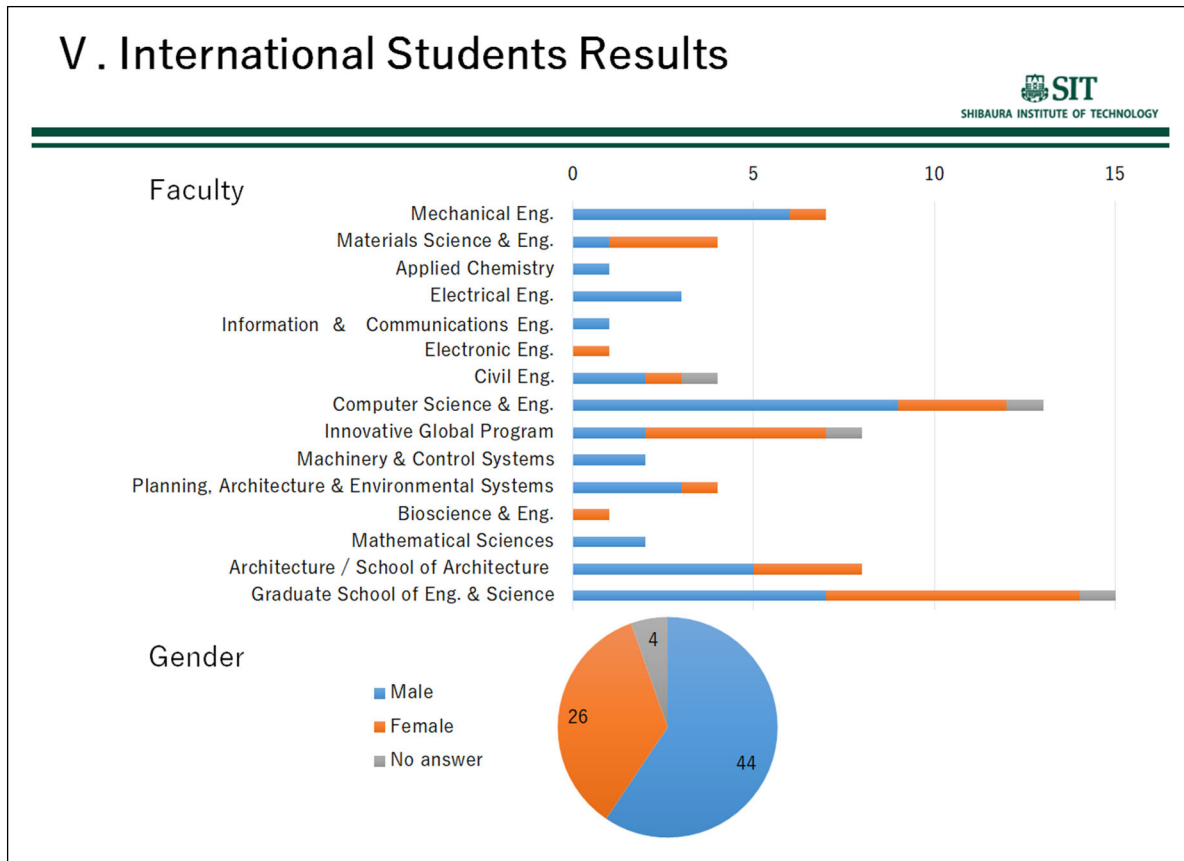


3.2 Various data

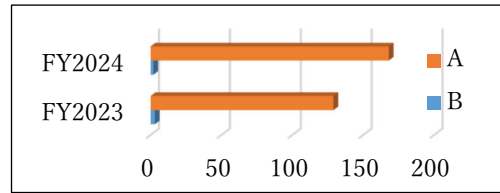
1) Result summary of Library Satisfaction Survey



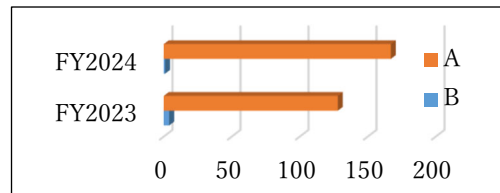
2) Questionnaire result of library tour for SIT Junior and Senior High School students

The following are the results of the questionnaire regarding the University Library User Information Session for attached Junior and Senior High School students, which was conducted on 16 February. Respondents: 170 second-year high school students (132 in the previous year) *Partial summary

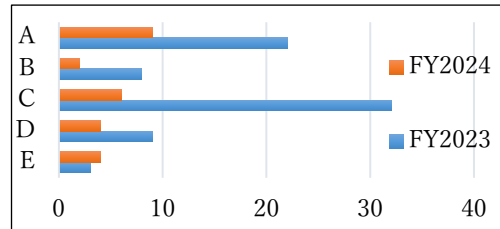
- (1) Did you understand how to enter the university library?
 A I could understand well. 68 (129)
 B Some points were difficult to understand. 2 (3)



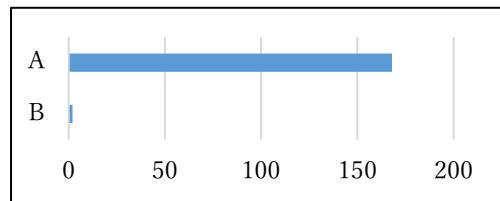
- (2) Did you understand how to borrow books from the university library?
 A could understand well. 167 (128)
 B Some points were difficult to understand. 1 (4)



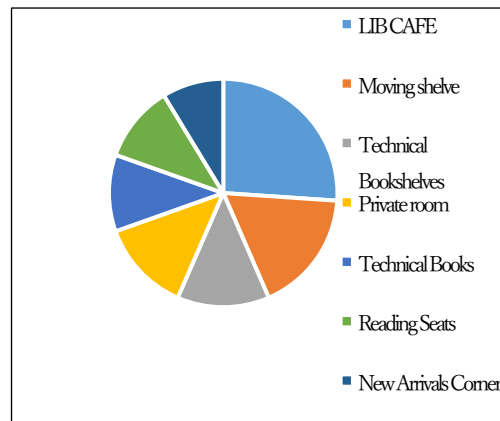
- (3) Is there anything you would like to see us do better?
 A How to enter university 36 (22)
 B How to enter the library 9 (8)
 C Borrowing a 'loaner card' from SIT Junior and Senior High School 26 (32)
 D Usage time 16 (9)
 E Other 5 (3)



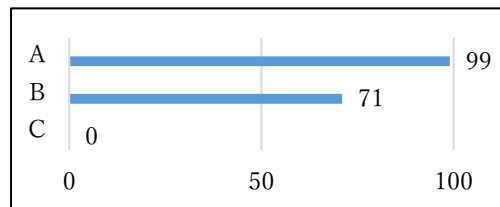
- (4) Did you understand the instructions on how to use the OPAC?
 A I could understand well. 168
 B Some points were difficult to understand. 2



- (5) Were there any places in the university library that impressed you?
 LIB CAFE: 12 Mobile shelves: 8
 Technical book shelves: 6 Private rooms: 6
 Technical books: 5 Reading seats: 5
 New arrivals corner: 4
- I thought it was a good environment with a lot of specialist books.
 - The strange shaped chairs next to the bookshelves were designed to fit me and were very comfortable to sit on.
 - The bookshelves were well arranged and it was easy to find books.



- (6) Would you like to actually use the university library from March?
 A Yes 99 (47)
 B I would use if necessary 71 (76)
 C I may not use often 0 (7)

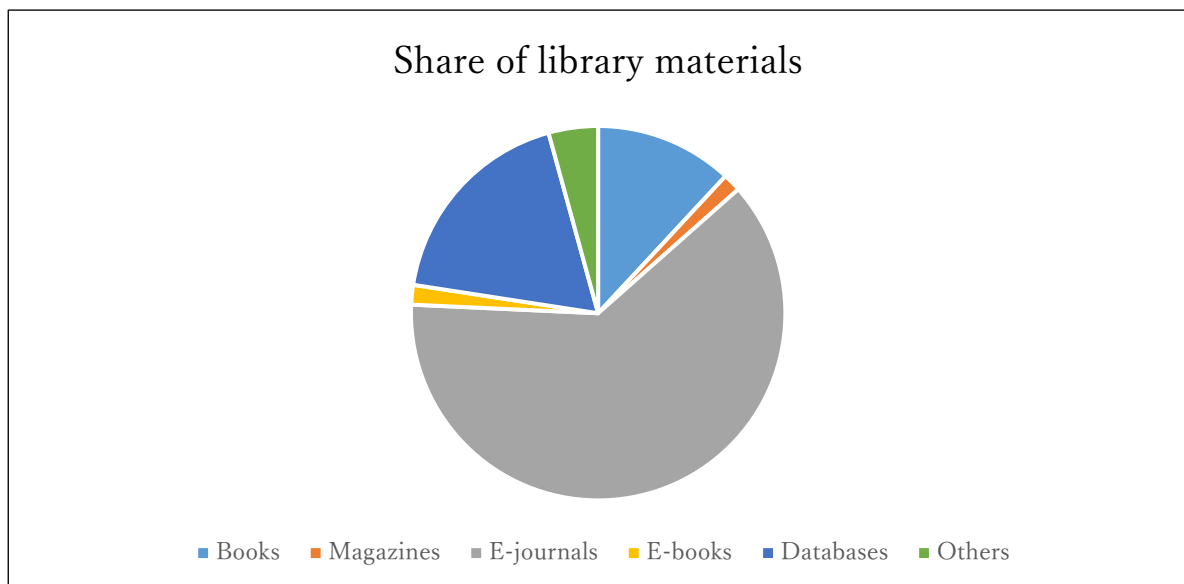


- I'd like to learn about the field from an early stage, and this is a good opportunity.
- I wasn't aware of the OPAC search tool, but I found it very useful.
- I'm grateful to have access to the university and will use it to prepare reports and for self-study.
- I plan to borrow many specialized books on design, which are not available in public libraries.
- I will utilize the library not only for finding books but also for self-study.

3) Breakdown of library material cost

unit : 1,000JPY

Books	Japanese	21,285	11.9%
	Foreign	8,650	
	Total	29,935	
Magazines	Japanese	3,324	1.6%
	Foreign	594	
	Total	3,918	
E-journals	Japanese	6,051	62.2%
	Foreign	150,360	
	Total	156,411	
E-books	Japanese	1,687	1.7%
	Foreign	2,601	
	Total	4,289	
Databases	Japanese	11,814	18.3%
	Foreign	34,158	
	Total	45,972	
Others	Total	10,731	4.3%
	Grand	251,255	



E-journals and databases represent over 80% of the total.

4) Actual utilization

4)-1 Number of visitors

In light of the expansion of e-materials, we considered e-material users as online visitors when conducting a fact-finding survey.

- Actual visitors

Campus	FY2021	FY2022	FY2023
Toyosu	99,856	115,932	118,766
Omiya	68,531	102,695	106,435
Total	173,147	218,627	225,201

- Online visitors (Number of access for DB (database) + DL (download) number of theses)

	FY2021	FY2022	FY2023
Total	431,172	485,409	510,255

- Numbers of alumni and alumnae users

Campus	FY2019	FY2022	FY2023
Toyosu	1,242	762	1,005
Omiya	1,190	178	333
Total	2,680	976	1,338

Graduates, retired teachers and staff User Guide

1. Opening hours

Toyosu Library 8:30-22:00 Omiya Library 8:30-21:30

Library opening hours are subject to change. Please check the opening schedule before visiting the library.

2. Services available

- Borrowing of materials from the library collection (10 books, 3 weeks) / Photocopying of materials within the scope of the Copyright Act (10 yen per black-and-white page).
- Reference service for the library's collection.

3. Services not available

- Use of electronic resources (databases, etc.) / Use of private rooms and group study rooms
- Matters related to mutual use with other institutions (e.g. photocopying of materials from other universities, borrowing materials from other universities, etc.).

4. S.I.T. Library card (library card)

- Applications are accepted at the counter and on the library website, and cards are issued at the counter.
- Renewal procedures are required every year. Renewal is available at the counter.
- Card holders can enter and exit the library by holding the card over the entrance/exit gate.

If you are looking for materials or have any questions, please feel free to contact library staff.



Shibaura Institute of Technology
<http://lib.shibaura-it.ac.jp/>

Toyosu Library TEL 03 5859 7460
Omiya Library TEL 048 687 5104

For Graduating Seniors

We issue “SIT Library Card” for graduates.

With this card, you can read and borrow books in SIT Library.

Application is free of charge.



To apply :

Please fill in all necessary information on the Library website.

<https://lib.shibaura-it.ac.jp/inquiries/cardform>

* Your personal information will be used only for the purpose of issuing your SIT Library Card.

When the card is ready, we will email you.

Please bring your ID card and receive it at the library counter.

* The card expiration date is one year until the end of March of the relevant year. If the expiration date has passed, please perform the renewal procedure.



Toyosu: 3-7-5 Toyosu, Koto-ku, Tokyo

Omiya: 307 Fukasaku, Minuma-ku, Saitama-shi, Saitama

tlib@ow.shibaura-it.ac.jp

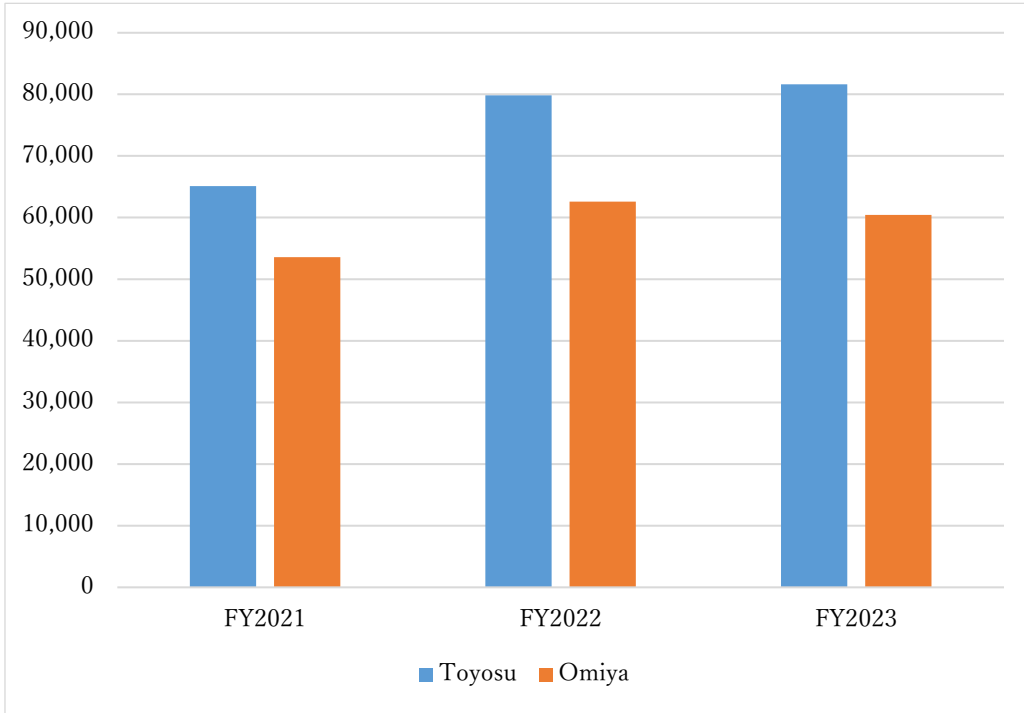
olib@ow.shibaura-it.ac.jp



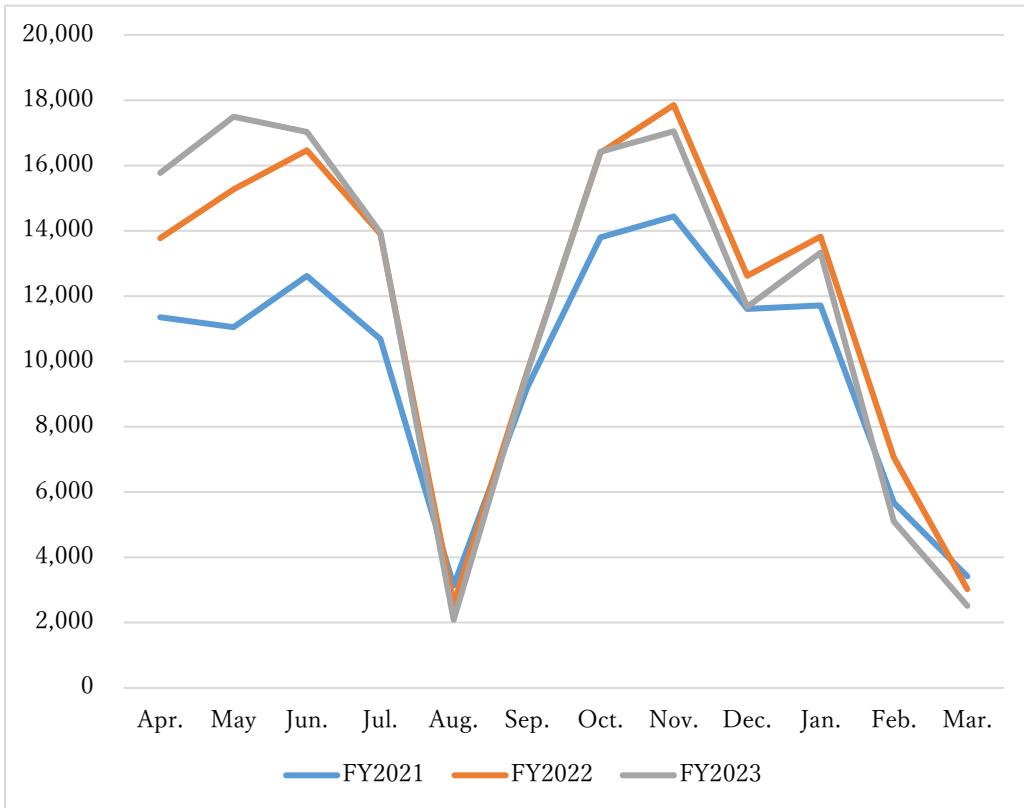
SIT Library Division of Information Network Systems

4)-2 Numbers lent

Campus	FY2021	FY2022	FY2023
Toyosu	65,105	79,841	81,632
Omiya	53,566	62,577	60,430
Total	118,671	142,418	142,062



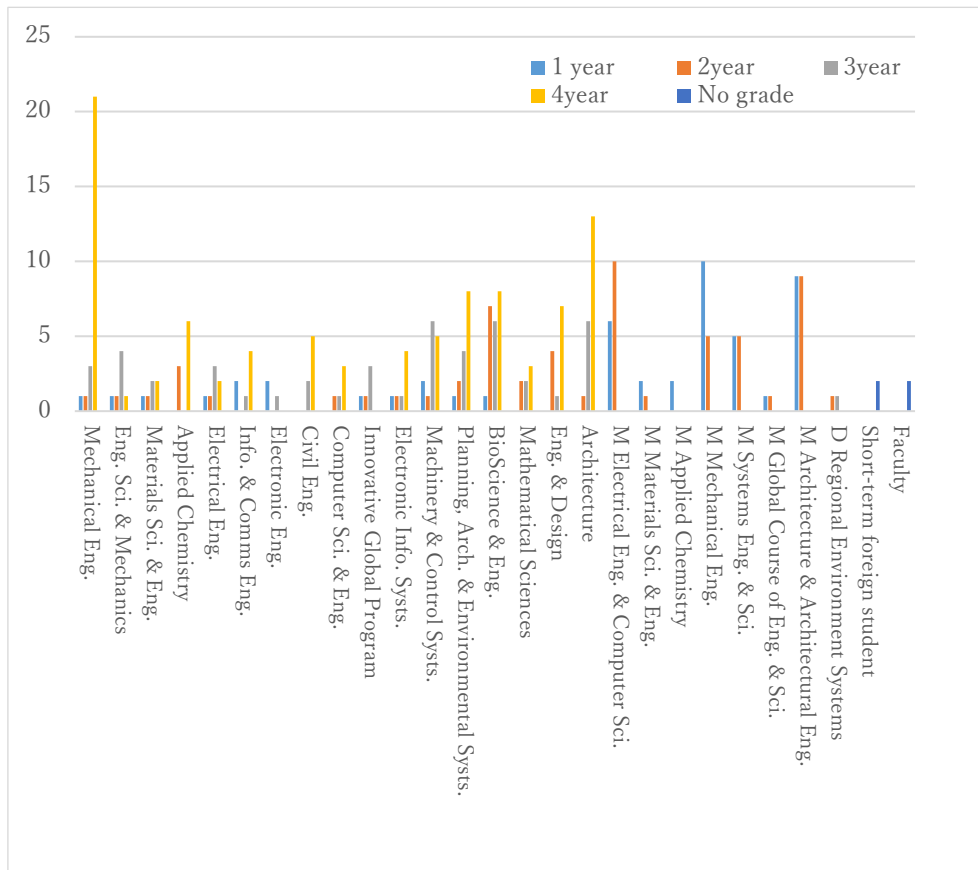
Monthly transition



- Long-term loan of notebook PCs (half-term)

In the second half of FY2021, the library started long-term (half-term) loan of notebook PCs, which had been handled by the Academic Affairs Division, for online classes. In FY2023, 210 notebook PCs were loaned out a total of 427 times (including renewals). Students' demand for notebook PCs was high, and all the PCs were on loan.

Actual number of notebook PCs loaned by faculty and grade (not including renewals)



Long-Term Lending of Laptop PCs

Before making inquiries, please refer to the "[Frequently Asked Questions](#)" section.

1. Lending eligibility [for students only]



In principle, students who are having difficulty taking classes or writing assignments due to insufficient specifications or malfunction of their PCs.

2. Loan period

Semesterly (August and March: Renewal is possible) Short-term loans are not available.

3. How to apply for a new loaner PC

1. Access the laptop loan application site (URL below), check the "Application Details: New Application" box, enter the necessary information, accept the terms of use, and then press the "Send" button.

■ [Laptop PC loan request site \(on-campus and for students only\)](#)  

2. You will receive an e-mail from the library confirming your renewal application.

Please follow the instructions in the e-mail and complete the borrowing procedure at the library.

(Note: The number of PCs is limited, so we may not be able to meet your request depending on the availability of PCs.

Please do not dispose of the box in which you checked out the book, as it will be used when you return the book.

- Prize for the best reader

Best reader: 571 books



Prize for the **best reader** 2023



We awarded and interviewed a fourth-year undergraduate student for "borrowing and reading more books"!

How to use the library

- I found it very convenient to place holds on books not available at my campus library and have them ordered from other campuses. Reserving books and using study rooms was easy, and I wish I had tried it earlier. Although I knew I could borrow up to 30 books, I realized many people were unaware of this limit.
- I used the library services to check the physical properties of piezoelectric materials and request photocopies of papers unavailable via VPN.
- During library visits, I always checked the new book section and borrowed interesting books. I read books on reading and writing English papers for reference.
- I frequently used OPAC to reserve books, check their status, and extend loans online, which was very helpful.
- I used resources like JDreamIII, IEEE Xplore, and arXiv weekly to look up papers online, making it easy to follow citations and broaden my knowledge.

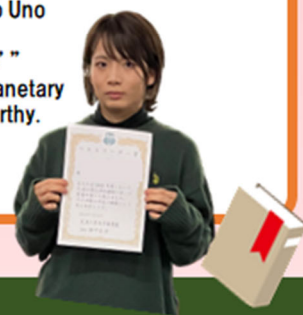






What books do you recommend?

- "Thinking Mechanics" by Toshio Hyodo (Academic Press) is an easy-to-understand book that helped me grasp basic university physics.
- "Strengthening Memory" by Yuji Ikeya (Kodansha) explains basic brain and memory topics in a very accessible way.
- "The Life History of Form: Why Living Things Have Shapes" by Takeshi Naganuma (Shinchosha), the preface mentions a lack of firm beliefs as a reason for not understanding the essence of 'form,' which resonated with me and prompted me to borrow the book.
- "Zero Nendai no Imagination" by Tsunehiro Uno (Hayakawa Shobo)
- "When Artificial Intelligence Becomes 'Life' " by Yoichiro Miyake (PLANETS/Second Planetary Development Committee) are also noteworthy.
- "The Fall" by Ango Sakaguchi (Iwanami Shoten, etc.) is another significant work.



Job Hunting



- The library's interview and aptitude test preparation involved using reference books for study.
- The library's resources were used for self-analysis, writing ES, and studying for SPI and other tests.
- Despite independent job search efforts, I had insufficient self and company analysis and recommends seeking help from friends and career support.
- I encourage participating in activities of interest and enjoying the job hunting process.



SGU



- TOEIC score of 760: I can now easily read foreign news (BBC, etc.), and this makes me very happy.
- TOEIC score of 580: I went to Australia for gPBL in my third undergraduate year. Despite not being good at it, I am motivated to speak English. This experience has a motivating effect and boosts confidence.
- To apply what I was learning, I joined an online language training program. Although it was short (2 weeks), I had real conversations with people from other countries, which boosted my confidence and reduced my resistance to English. I was able to learn English quickly.
- Eventually, I bought TOEIC materials on my own and also found suitable materials at the library.



Message to juniors

- While school years provide limited knowledge, learning how to acquire knowledge in problem-solving is crucial for the workforce. The library is valuable for learning both knowledge itself and how to acquire it.
- It is beneficial to use the library to deepen your studies in humanities, social sciences, and fine arts.
- Reading broadens perspectives and helps understand the world differently.
- The library also offers resources for TOEIC and graduate school exam preparation at no cost.
- Make the most of the library's book selection, borrowing up to 30 books.
- As a working adult, you'll have less time to read, so borrow a variety of books while in college to benefit your future.
- College life passes quickly, so use your time meaningfully. University offers the chance to meet and talk with many people, which is a valuable experience. Let's connect if you have the opportunity!



Thank you for your cooperation.

5) Facility use

- Facility use for Winter Intensive Course (Tea Ceremony Experience) of SIT junior and senior high school

On December 16th, 2023, SIT junior and senior high school students experienced tea ceremony in the Japanese-style room of the library.

- In response to requests from students in the library satisfaction survey, additional reading seats and partitions were added to the window and headquarters building side areas of the Toyosu library.



6) List of ScombZ

Month	Title
1 Full year	"How to use the library for job hunting" - Introduce recommended resources for job hunting
2 Apr.	Installation of beverage vending machines at Toyosu library
3	Information on CAS SciFinder workshop (online)
4 May	CAS SciFinder Online Guidance Videos
5	Library Sunday open days (Jun.-Jul.)
6	Notice of "Book Garden (Book Selection Event) "
7	Reopen Group Study Rooms
8	(Reminder) Held tomorrow! 【Toyosu Library】 Book Garden (book selection event) "
9	Notice of publication of "Library Annual Report"
10 Jun.	(Reminder) Held tomorrow! 【Oomiya Library】 Book Garden (book selection event)
11	Notice of migration to a new version of RefWorks, a tool to support the writing of academic papers
12	<Re-posted> Notice of migration to a new version of RefWorks, a tool to support the writing of academic papers
13	Long-term book lending in summer season
14 Jul.	【Toyosu library】 Collaborative Summer Exhibition with Students "Library and Architectural Archive - Architectural Beauty Experienced through VR"
15	Notice from the library 【Information on renewal procedures for students on notebook PC loan】
16	Notebook PC loan renewal (extension) procedures have been completed.
17	Material copying & off-campus loan services during summer holiday
18 Aug.	Notice of publication of library newsletter "OH! MY LIB CAFE No. 47"
19	Please participate in the library satisfaction survey via ScombZ and get a present!
20 Sep.	Notice of free books and magazines distribution
21 Oct.	【Toyosu library】 Special Exhibition "Toyo Ito: A Selection of Writings and Works"
22	【Oomiya library】 Special Exhibition "Let's go cheer for the 100th Hakone Ekiden Preliminary Rounds!"
23 Nov.	Long-term book lending in winter season
24 Dec.	Material copying & off-campus loan services during winter holiday
25	Result of FY2023 Library Satisfaction Survey
26	Library Sunday open days (Jan.)
27	Notice of "Book Recycling Event 2023"
28 Jan.	【For prospective graduating students】 Return of notebook PCs
29	Long-term book lending in spring season
30	Prize for best reader FY2023
31	【For prospective graduating students】 Issuance of library cards
32	【Notice】 Issuance of library cards for graduates
33	Notice of publication of library newsletter "OH! MY LIB CAFE No. 48"
34	New loan of notebook PCs will be temporarily suspended
35 Feb.	【Request】 Donation of thesis outline books
36	Information on renewal procedures for students on notebook PC loan
37	(Information) Briefing on the use of the university library for SIT junior and senior high schools students
38	Deadline of borrowing and copy requests to other universities at the end of the fiscal year and due date for receipt
39	【Urgent】 Request for return of notebook PCs on loan (Library)
40	【Important】 【Urgent】 Please return library materials (Library)

7) Activities record of the Library Research Committee of Railway Technology Material in FY2023

1st May, 2024 Prof. Dr. Goro FUJITA

(1) Sorting-out and bibliographic registration of donated items

The remaining items that have not been sorted out are overseas periodicals and timetables of private railways and freight lines. Since it is difficult to preserve the originals, digitizing is underway with the extent that copyright issues do not arise, and those not yet owned by the National Diet Library are being donated.

(2) Utilization of donated items

The number of loans to outside-university visitors was 6 out of 26.

(3) Sorting materials related to Tadotsu factory

Due to the reconstruction of JR Shikoku's Tadotsu Plant, about 2,000 materials from the former Japan National Railways era were organized. After a temporary loan period, these materials are expected to be officially transferred in August 2024.

The contents and organization policy are as follows.

- ① Locomotive history books, etc. (646 items) (photo 1)/ Files from the 1950s to the 1980s documenting repair and transfer history in addendum file format.
- ② Detailed drawing (345 items) (photo 2) Materials from the 1950s to the 1980s, most of which are one of a kind.
- ③ Train car description (498 items) (photo 3) Instruction manuals for Japan National Railways rolling stock (A4 size) from the 1950s to the 1980s. Since these materials are considered to be the centerpiece of the railroad collection, the budget will be secured and priority will be given to bibliographic registration.
- ④ Technical books, etc. (422 items) (photo 4)

(4) Organization of committee meetings

The composition of the committee for the FY2023-2024 will remain the same. Since most of our activities are informed through this report, we decided not to hold a committee meeting for the FY2023.

(5) Others

We provided the Kishi Yuichiro Collection to the KURIDEN Museum in Miyagi Prefecture and photographs to the Joyo Geibun Center "Joyo Geibun" in Mito City. In addition, our exhibits, the revolving directional screens, were modified.

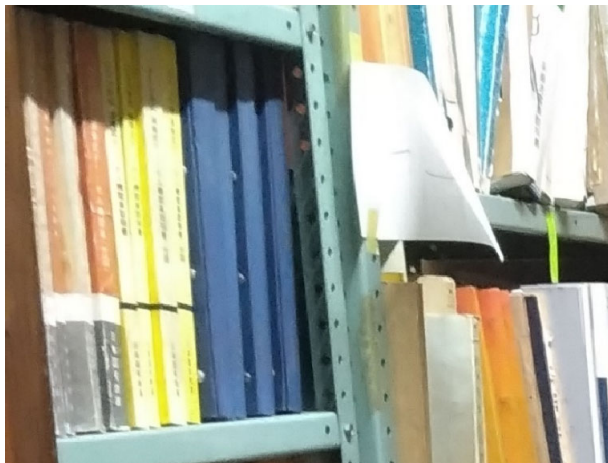


Photo3: Train car description

Table1:List of interlibrary loan of railway materials for FY2023

2023年度鉄道資料相互貸借一覧表(2023年4月1日～2024年3月31日)

依頼番号	依頼館	
1	Y23016 名古屋工業大学	電車要目表 / [日本国有鉄道] 車両設計専
2	Y23097 静岡市立中央図書館	381系特急形直流電車説明書 / 日本国有
3	Y23098 静岡市立中央図書館	381系特急形直流電車説明書 / 日本国有
4	Y23099 静岡市立中央図書館	381系特急形直流電車説明書: 2次量産車
5	Y23106 慶應義塾大学(日吉)	御料車: 知られざる美術品: 鉄道博物館
6	Y23109 静岡市立中央図書館	591系高速運転用試験電車説明書 / 日本

※26件中6件が鉄道資料



Photo1: Locomotive history books, etc.



Photo2: Detailed drawing



Photo4: Technical books