

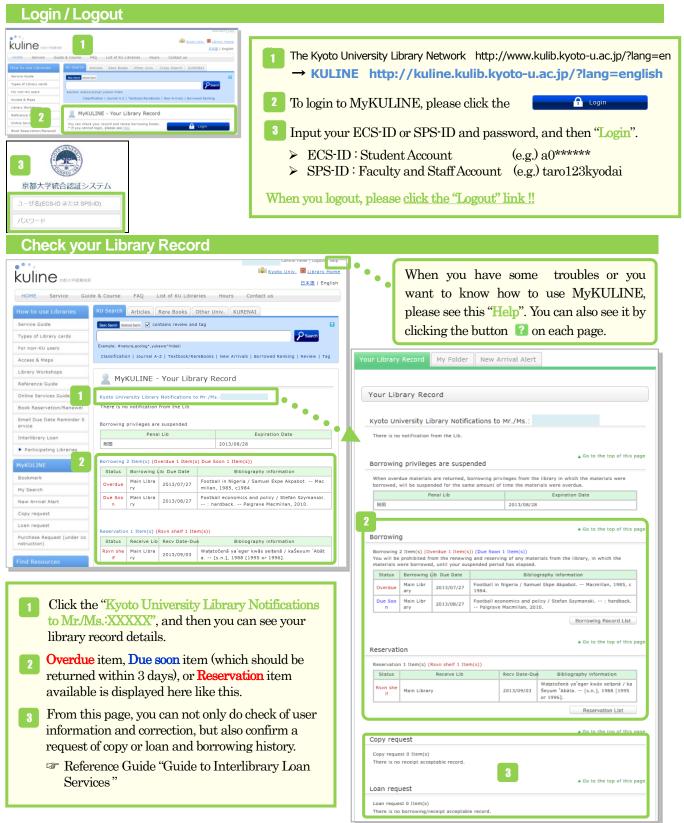
# How to use MyKULINE -Book Renewal & Reservation-

Extend due dates and reserve books on the Web!

## Kyoto University MyKULINE is...

- ✓ A web library that is customized for every Kyoto University member.
  - A web library that offers one-stop Kyoto University Library Online Services.

Here, we introduce you how to extend due dates and reserve books on the Web.



#### ■ How to use MyKULINE Book Renewal & Reservation-



- 1 To check the borrowing status, click the "Borrowing Item(s)" or "Borrowing Record List".
- 2 On the "Borrowing Record List", you can check "Borrowing Library", "Due Date", "Bibliography information" and so on.
- <sup>3</sup> Select the items you want to renew, and click the "Renew" button.
- 4 Click the "OK" button in the popup window.
- <sup>5</sup> The due date will be extended. Book renewal is complete.

Back to Select

Submit

## **Caution!!**

- ★ Renewal policy is different in each library. Please confirm it from the "List of KU libraries" at the following URL. URL: <u>http://www.kulib.kyoto-u.ac.jp/newdb?lang=en</u> (Please click detail icon, and see "Book Renewal" "Book Reservation")
- ★ How many times you can extend the due date differs between holding libraries, but in many cases, you can only renew check out for an item one time.
- ★ You cannot extend the due date of "Vacation Loans".
- $\star$  If others have reserved the item, you cannot extend the due date.
- $\star$  You cannot renew if you have an overdue material or are in penalty period.
- ★ Check out for some materials such as those that have attached materials (CDs, maps) may not be renewed.
- ★ When you renew through MyKULINE, the due date will be updated, starting from the renewed date. Please note that such online renewals do not extend the original due date.

### **Reservation Request**

Bibliography Details 62 of about 240	Reservation Request
Bibliography Details 62 of about 240	Set the following conditions and click the [Next] button.
	Select Request Conditions   Request Information Entry   Request  mpletion Netification
Functions: Bookmark Duput 🖂 Mail 🚔 Export	Select Request Conditions
Se Contents and Summary Details	O Material information
URL: http://m.kulib.kyoto-u.ac.jp/webopac/ufirdi.do?ufi_target=catdbl&ufi Select	Japanamerica : how Japanese pop culture has invaded the U.S. / Roland Kelts. : pbk Palgrave Macmillan, 2007. <8802797598⊳ Volumes:: pbk
	YM of Serial:
HoldingsList 1-1 of about 1	2
1	Next
10 Items 💌	
No. Volumes Library Location Call No Material ID status Due Date on	Reservation Request
0001 : pbk Main LD 27/Open rary Shelf KDI[745][K1 200008622005 d out 2012/10/16 Reserve	The following reservation request will be submitted.
	You will also be prohibited from the renewing and reserving of any materials from the
	library, in which the materials were borrowed, until your suspended period has
	elapsed. *Rules differ depending on each library at Kyoto University
1 You can reserve books through KULINE.	*Some libraries at Kyoto University do not provide reservation service.
Search KULINE, and click the " <b>Reserve</b> " button	
if you want to reserve books "Loaned out".	Select Request Conditions   Request Information Entry  Request Confirmation  Request Completion Notification
2 On the "Select request conditions" screen, click	
the button "Next".	Request Information Entry
	Click the "Apply" button after entering the following information.
3 On the "Request Information Entry" screen,	Material information
confirm "Material information" and "Reservation	Japanamerica : how Japanese pop culture has invaded the U.S. / Roland Kelts.
client information".	: pbk Palgrave Macmillan, 2007. <bb02797598></bb02797598>
	Volumes:: pbk YM of
4 Fill in the "Reservation details entry".	Serial:
Reservation cancel date	Reservation client information
	User ID: Library: Department:
After the date, your request will be canceled.	Name: User type: Exp. Date: Requests:0items
E-mail (*required entry)	
Your registered E-mail address for the library	Reservation details entry (confirmation)     Click the "Apply" button after entering the following information.
will be displayed. Select your E-mail from here.	
If you want to use another E-mail address,	<ol> <li>Select a reservation type and the material to be requested.</li> <li>Make a normal reservation (multiple-copy reservation) request. * Multiple</li> </ol>
please enter to "Change Email" field.	copies of the material can be reserved.
	Not eligible for reserving same book in stock of other libraries.
Phone No. (*required entry)	Material ID Library Location Call No. Status Due Date Number
When the books are available, we contact to	2000086220 Main Li 2F/Open KD  745 Loane 2012/10/ 0items
this Phone no. Your registered Phone no. for the	05 brary Shelf   K1 d out 16
library will be displayed. If you want use	
another Phone no., please enter to "Another	2. Enter (Confirm) the following reservation request details. Apply Date:2012/10/10 Receive Lib:Main Library
Phone no." field.	Reservation cancel date: Year Month Day
If you would like to be contacted by E-mail,	⊚ E-mail:
please input this in the "Note" field.	⊚ *Change Email:
picase input and in the 11000 field.	*Email(confirm):
5 Click the button "Submit".	* Another Phone No. :
Chief the button butting.	3. Notes

