

Graduation Literature search and Literature management

■ Lecture content

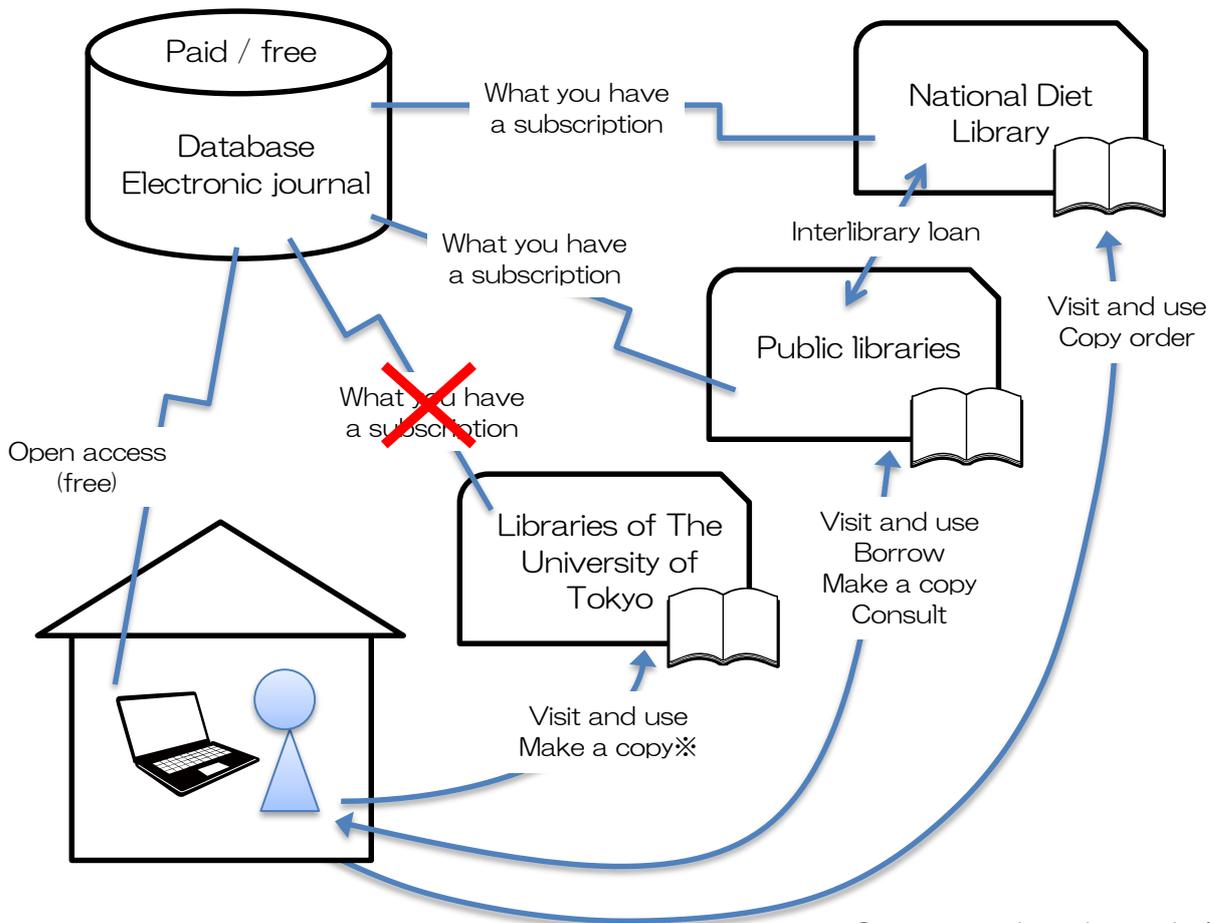
- ◆ Free public databases, electronic journals
 - Search for treatises and materials online
- ◆ About the use of the library
 - Libraries of The University of Tokyo
 - Other libraries (public libraries, National Diet Library, etc.)
- ◆ Literature management (Make files of information on books, journals, treatises, etc. and create a list)
 - RefWorks, Mendeley, EndNote basic, etc.

* Caution *

Because the University of Tokyo has contracts with them, many of the databases and electronic journals that can be used at the university are available only to those who belong to the University of Tokyo.

Currently enrolled at the University of Tokyo	After graduation / retirement
Databases and electronic journals bought by the University of Tokyo Web of Science, JSTOR, IEEE, etc.	!!! Not available !!!
Databases and electronic journals that anyone can use for free	Available

Still, you can actually do a lot of things.



* Services vary depending on the library

[Reference] Entrance to databases and electronic journals

GACoS (ガコス) 【Off-campus OK】⇒<https://www.dl.itc.u-tokyo.ac.jp/gacos/e/index-e.htm>
 ※ Search by "gacos", and the results usually hit the top.



- ◆ GACoS can also be accessed from off-campus.
- ◆ If you search by specifying "Free Access", a list of databases that can be used off campus will be displayed.
- ◆ The lecture textbook for the University of Tokyo members can also be used as a reference for how to use the tools.

The screenshot shows the GACoS homepage with several callouts:

- Manual Callout:** A red dashed box highlights the 'Manual' link in the top navigation bar.
- Teaching Materials Callout:** A red box points to the 'Manual' link with the text: "Click here for teaching materials. Some materials are limited to members."
- Off-campus Access Callout:** A red dashed box highlights the 'Access from off-campus' section, which includes links for 'About "SSL-VPN Gateway Service" or "Authentication Gateway Service"', 'Access from Off Campus SSL-VPN Gateway', and 'Available online services from off-campus (campus only site)'.
- FAQ Callout:** A red box points to the 'FAQ' link in the bottom right corner.

Services such as participation in lectures and consultation on how to use the database are for members of the University of Tokyo.

This is an access service for members of the University of Tokyo to use when off campus, not for outsiders.

The close-up shows the 'Campus Only / Free Access' dropdown menu with the following options: ALL, ALL, Campus Only, Free Access (highlighted in blue), Free Access (registration necessary), and New. A red arrow points to the 'Free Access' option. A red box highlights the 'Search' button next to the dropdown.

"Free Access" can be used outside the university even if you are not a member of the University of Tokyo. Please select and press the "Search" button.

※"Free Access (registration necessary)" is for members of the University of Tokyo to use when off campus. Not available to outsiders.

Free public databases, electronic journals

Databases and electronic journals that are open to the public for free can be used even if you leave the University of Tokyo.

Because treatises becoming "open access" are increasing, in the electronic journal there are many treatises that can be viewed for free varying by fields. In addition, some treatises can be viewed for a fee via PPV (Pay per view).

(Reference) About free electronic journals

⇒ What is open access: UTokyo Repository

<https://repository.dl.itc.u-tokyo.ac.jp/?lang=english>

Search for treatises and materials online (excerpt from GACoS search results)

The reference text was created for those belonging to the University of Tokyo, but search tips can also be used by outsiders.

Site to obtain information on treatises (database / search engine)

In many cases, the full text cannot be obtained on the site, so follow the links attached to the information to find it.

Or find out where the paper materials are in other ways ⇒ p.4, 5 See also "About using the library"

■ CiNii Articles: Bulletins of domestic universities and treatises published in academic journals in Japan (all fields)

⇒ Reference: CiNii Articles Lecture Text <https://www.dl.itc.u-tokyo.ac.jp/gacos/text.html>

■ Google Scholar: Web search engine dedicated to academic material search (all fields)

⇒ Reference: Google Scholar Lecture Text <https://www.dl.itc.u-tokyo.ac.jp/gacos/text.html>

※ Full Text @ UTokyo from the search result screen is a service for members of the University of Tokyo

■ PubMed: English, Medical / Life Science Treatises

⇒ Reference: Medical Literature Search Lecture Text <https://www.dl.itc.u-tokyo.ac.jp/gacos/text.html>

■ ERIC: English, Educational Treatise

○ In free databases, there are also some pirated treatise sites that publish paid treatises without the permission of the publisher. Browser add-ons such as unpaywall and Kopernio are tools for finding legally published treatises. [unpaywall] <https://unpaywall.org/> [Kopernio] <https://kopernio.com/> (Compatible with Chrome and FireFox)

○ Watch out for the predatory journal!

Predatory journals are inferior open access journals that abuse the open access publishing model and do not perform proper peer review for the purpose of obtaining publication submission fees from authors. Not only when posting but also when quoting, please use a checklist (Think Check Submit) etc. to check the credibility of the journal.

[Think Check Submit] <https://thinkchecksubmit.org/>

Site to search the treatise itself (open access journal)

※ There are also some paid titles.

■ J-STAGE (in Japan, all fields):

An electronic journal publication platform for domestic academic journals. Those with "free" and "open access" icons are open to the public for free.

■ Directory of Open Access Journals (DOAJ) (All fields):

A site that collects open access journals. Only reliable journals are published after examining whether they are properly peer-reviewed.

■ PLOS (Medicine / natural science), BMC (Biology / medicine):

A search platform for publishers that publish peer-reviewed open access magazines.

■ PMC (Life science):

An open access journal operated by the National Center for Biotechnology Information (NCBI), a department within the National Library of Medicine at the National Institutes of Health (NIH) in America.

Other

- **UTokyo Repository: Publicize research results (papers, etc.) of the University of Tokyo**
- **UTokyo Academic Archives Portal: Cross-search across various digitized collections of the University of Tokyo**
- **JAPAN SEARCH: Cross-search across digital archives in a wide range of fields in Japan**
- **Portal Site of Official Statistics of Japan (e-Stat): Japanese official statistics**

Paid personal service

- **JapanKnowledge:** (Dictionary/Encyclopedia) ※Paid, individual contract possible
<https://japanknowledge.com/personal/> (Japanese)
- **Ichushi Personal Web:** (Japanese, Medical/Life Science) ※Paid, individual contract possible
https://www.jamas.or.jp/service/ichu_p/fee.html (Japanese)
- **JSTOR:** (English, Humanities/Social Sciences)
<https://www.jstor.org/>
There is also a paid service for individuals and a free service that allows you to browse up to 6 items in a month.
For more information, Support> Independent researchers
⇒<https://support.jstor.org/hc/en-us/sections/115001405788-Independent-Researchers>

About the use of the library

If you don't have access to materials online, please use a library near you.

※Due to the spread of the new coronavirus infection, the service content may differ from usual. Before using please check the latest information on the website etc.

Use of the University of Tokyo Library

Those who have graduated from the undergraduate or graduate school of the University of Tokyo can create a "University of Tokyo Library Admission Card". Electronic journals, databases, wireless LAN, etc. cannot be used and documents cannot be ordered.

Terms of use and procedures vary depending on the library. Please refer to the following URL first.

【University of Tokyo Library For graduates】

<https://www.lib.u-tokyo.ac.jp/en/library/contents/contact/alumni>

【University of Tokyo General Library Usage guide】 See "Graduate"

<https://www.lib.u-tokyo.ac.jp/en/library/general/user-guide>

■ **University of Tokyo OPAC:** Catalog of books in the University of Tokyo Library

https://opac.dl.itc.u-tokyo.ac.jp/opac/opac_search/?lang=1

※ MyOPAC will not be available after graduation / retirement.

※ When you visit the library and use the materials, the usage time and procedures will differ depending on the library.

Please check the library holding the desired material on OPAC in advance and contact before visiting.

Use of the next institution library

Those admitted by other research institutes or find employment there usually receive services such as literature search support and literature ordering at the library of that institution. The content depends on the institution. Please contact your institution after going on to school or getting a job.

Use of public libraries such as metropolitan and city

In public libraries belonging to local governments, there are an increasing number of departments providing "business support" such as database usage support and seminars. In some cases, a document ordering service from the National Diet Library and university libraries can be offered. Also, some libraries purchase databases, etc. Please contact each library for details.

(Reference) Japan Business Library Association <http://www.business-library.jp/en/>

You can search the collection of books on the OPAC of each library.

■ **Calil:** Search the collection information and lending status of public and university libraries in Japan at once

<https://calil.jp/> (Japanese)

※Most university libraries (especially private ones) do not provide services to outsiders, but there may be mutual use agreements made by the regions.

■ **Tokyo Metropolitan Library:** On the right side of the screen, integrated search for metropolitan, district, city, town, village libraries, etc.

<https://www.library.metro.tokyo.lg.jp/english/>

■ **Japan Library Association Library Links:** Links to public and private libraries, etc.

<http://www.jla.or.jp/english/tabid/77/Default.aspx>

Use of the National Diet Library

It can be used by anyone over the age of 18, and services are also provided via public libraries and university libraries.

With the "User Registration", you can also use services such as "Photocopy Request via the Internet" individually.

There are also databases and electronic journals that can be used in the museum.

【About user registration】 <https://www.ndl.go.jp/en/registration/index.html> (As of 2021.1.13)

【Online service list】 <https://www.ndl.go.jp/en/use/service/index.html> (As of 2021.1.13)

■ **NDL Online: Catalog of the National Diet Library**

<https://ndlonline.ndl.go.jp/#/>

Some of the digitized materials can be viewed directly.

■ **Research Navi: How to check**

<https://rnavi.ndl.go.jp/en/>

A site where you can search for how to find what you want. It also introduces paper materials held by the National Diet Library and online sites.

Overseas library

There are also sites where you can order a copy by credit card payment. You may also be able to view digitized materials.

■ **Explore the British Library:** British Library

<http://explore.bl.uk>

■ **Library of Congress Online Catalog:** Catalog of the Library of United States Congress

<https://catalog.loc.gov/>

■ **Library Hub Discover:** Library of academic and specialized institutions in the UK and Ireland

<https://discover.libraryhub.jisc.ac.uk/>

■ **Karlsruher Virtueller Katalog (KVK):** Union catalog of Europe and America led by German-speaking group (Germany, Switzerland, Austria)

<https://kvk.bibliothek.kit.edu/>

■ **WorldCat:** Cross-library search around the world

※You can also search by switching tabs at the University of Tokyo OPAC

<https://www.worldcat.org/>

Literature management: Save information and create a list

◆ Literature management tool: A tool that can automatically create a reference list by importing and organizing search results of a reference database (or you can directly enter information on the materials at hand).

RefWorks

(Subscription contract by the University of Tokyo, graduate program available)

Legacy RefWorks: <https://www.refworks.com/refworks>

New RefWorks: <https://refworks.proquest.com/>

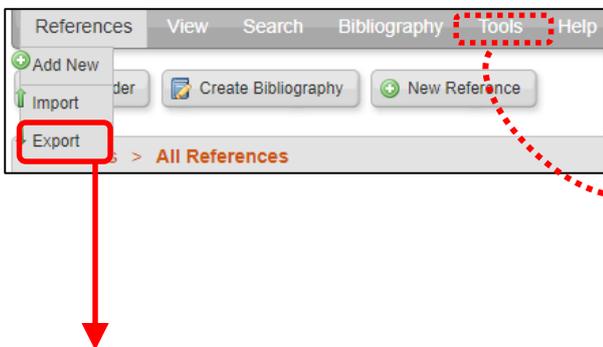
※You must have created an account while enrolled.

As long as the University of Tokyo has a RefWorks contract, you can use the same services as while you were in school.

Please change to the email address you will use after graduation from the setting (or profile update) page after logging in to RefWorks. Also, change the user type to "Alumni".

◆What if I want to save the data of the literature management tool "RefWorks" used at the University of Tokyo?

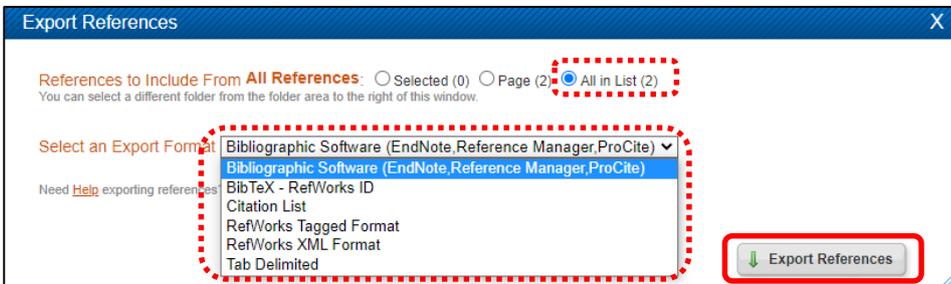
For Legacy RefWorks:



(Reference) If your next institution has a contract with the RefWorks.

【Back up and restore】

- ① After logging in to RefWorks with your University of Tokyo account, click "Tools" ⇒ "Backup and Restore" on the menu bar.
- ② Select options etc. on the backup page and click the "Execute Backup" button.
- ③ Save the data.
- ④ After logging in to RefWorks with the account of the next institution, use the saved data and perform "Restore" from the same menu.

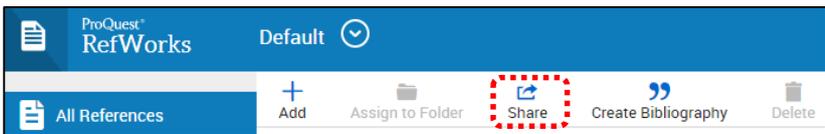


When exporting, attachments cannot be saved! (Available for backup)

【Transfer data to other literature management tools】

- ① After logging in to RefWorks, Click "Record" ⇒ "Export" on the menu bar on the screen.
- ② Select the target and format on the export page and click the "Export Record" button.
- ③ The data will be displayed on the browser, so save it with "Save Page As".
- ④ Perform the import work on the page of the destination tool (procedures should be checked on each tool page).

For New RefWorks:



【Transfer data to other literature management tools】

- ① After logging in to the new RefWorks, please click "Share" ⇒ "Export References" on the screen.
- ② Select "RIS format" as the format and click the "Export" button.
- ③ Perform the import work on the page of the destination tool (procedures should be checked on each tool page).

Mendeley (Free tool)
<https://www.mendeley.com/>

※If you are using the institutional version of the University of Tokyo, you will be switched to the free version after a certain grace period as you no longer belong to our school due to graduation etc. Before switching, it is necessary to organize the data capacity and private groups on the Web. In the free version, the capacity of the Web version will be reduced from 100G to 2G, and the number of groups created will be reduced from 1000 for groups of up to 100 people to 5 for groups of up to 25 people (as of January 2021).

Reference: "Mendeley Lecture" text https://www.dl.itc.u-tokyo.ac.jp/gacos/text.html

※Although it was created for members of the University of Tokyo, you can get an overview of the literature management tools as well.

EndNote basic [Free version] (Free tool)

<https://www.myendnoteweb.com/>
https://www.usaco.co.jp/endnote/endnote_web.html [USACO Company commentary page]
https://www.usaco.co.jp/Portals/0/lancelot/common_files/images/public/ENb_hikaku.pdf
[Function comparison table]

※The function is different from the institutional version attached to the database "Web of Science" contracted by the University of Tokyo. If you no longer belong to a contract institution due to graduation etc., the setting will change from the institutional version to the free version later. The main differences between the institutional version and the free version are that there are more than 3300 types of list formats that can be used when creating a citation list in the institutional version, but there are 21 types in the free version, and there are more databases that can directly import data in the institutional versions and so on (as of January 2021). For details and other differences, please refer to the above [Function Comparison Table].