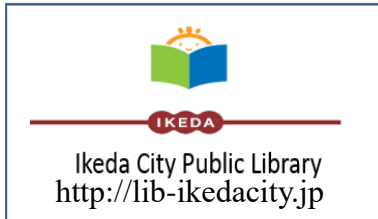










# Welcome to the Library



**The library provides a wealth of information and knowledge from daily life support to specialized fields**

■ Main Library	072-751-2508
■ Ishibashi Plaza	072-760-2383

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Revised on May 1<sup>st</sup>, 2019

## **First-time Library Users** 🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰

- Anyone can use the library facilities to browse books and magazines, do research, use audio-visual materials, or use computers.
  - The first time you borrow library materials (such as books or magazines), please complete registration procedures at the counter. You will be issued a library card.
  - Registration eligibility conditions
    - Residents of Ikeda City, employed in Ikeda City, or enrolled at a school in Ikeda City.
    - Residents of 7 cities and 3 towns in Hokusetsu District (Toyonaka City, Suita City, Takatsuki City, Ibaraki City, Minoh City, Settsu City, Shimamoto-cho, Toyono-cho, Nose-cho )
    - Residents of Kawanishi City \*
- \*Conditions of eligibility vary. Please refer to page 7, Regional User Services.
- The library card is valid for three years. (Renewal procedures must be completed every three years.)
  - When you complete registration or renewal procedures, you must provide identification with your address and name listed for confirmation purposes (official personal identification document such as driver's license, health insurance card with address, student ID with address, etc.).

## **Borrowing Materials** 🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰

- You may borrow up to eight items (including up to two CDs and one DVD) for two weeks.

- When you want to extend the loan period, please process within the return deadline.
- Due date extensions can be requested via telephone. If you are registered to use web services, you can complete extension procedures yourself from the homepage or search terminals in each library. (See p.4 “Web Service” for more details.)
- The due date cannot be extended for materials from libraries outside Ikeda City.

## **Returning Materials**



- Your library card is not required to return materials. Please bring just the materials to the counter. The materials may be returned to any library in the city.
- If the library is closed, please place the items in the return box.
- CDs and DVDs (including enclosed supplemental content) as well as materials from libraries outside Ikeda City cannot be returned using the return box due to the risk of damage. You must return them at the counter during library hours.
- Please respect return due dates. If you miss your due date, you may be contacted by phone, postal mail, or e-mail. When you have an overdue item, you will not be allowed to re-borrow other items you are currently borrowing or extend due dates.

- When the due date has been exceeded by 21 days or more, you will no longer be able to borrow additional materials.
- If you lose or damage library materials, please report to the counter.

### **Reserving Materials**

- Materials currently on loan can be reserved. Materials held at other libraries in the city can be delivered to your location of choice to be picked up. Please fill out the reservation card and submit it at the counter.
- Up to 20 materials (including two CDs and one DVD) can be reserved per person.
- By registering for the Web Service, you can make reservations from the homepage or the library search terminals located in the library. (Please see p.4 “Web Service” for more information.)
- If the materials are not in the library’s collection, the library will consider purchasing or borrowing them from libraries outside the city. Please ask at the counter.
- When your reserved items are ready for pick-up, you will be contact by phone and/or e-mail. The reserved materials will be held for one week (excluding library holidays). If you have not picked up the materials by the time the holding period is over, your reservation will be cancelled.
- It may take longer for books to arrive depending on the pick-up location.

## Web Service



- Using the internet and user search terminals in the library, you can reserve materials and check loan status and reservation status. You can also complete procedures to extend the due date of borrowed materials.
- To use this service, the library must issue you a password. Please make a request at the counter. When you make a request, please bring your library card, and a form of identification with your name and address. (Children in elementary school or below and regional users cannot use the service.)
- The Web Service features various useful functions such as “My Bookshelf” and “New Material Information Service” . (For more information, please check the library homepage. ⇒ Top >> Various Services >> Web Service Information)

## Commercial Database Service



- The Commercial Database is a fee-charging online database. Within the library you can use this service free of charge (within a time limit). Printing within the permitted amount is also possible (charges apply).
- Make an application at the counter upon presentation of your library card or proof of residence (official documentation such as a Driver’s License, Health Insurance Card with residential address recorded, student card with residential address recorded, etc.).
- Accessible Databases: Asahi Shimbun Database KikuzoII, Nikkei Telecon 21, Official Gazette Information Search Service, Poplardia Net, Japan Knowledge Lib

## **Bookmobile Satsuki**

The bookmobile “Satsuki” delivers books to areas away from the library. Satsuki travels to each station in the city on a two-week rotation basis.

- The bookmobile stations and dates are listed in in the Ikeda PR magazine “Koho Ikeda”  
(Inquiries:Main Library, 072-751-2508 )

## **Persons with Disabilities**

- The library has materials to in its collection support persons with disabilities who cannot read standard materials due to auditory and visual disabilities. The materials include such as transliterated materials (DAISY, pre-recorded tapes, etc.), braille materials, enlarged manuscripts, tactile picture books, LL books, etc.

- Special registration is required to use the transliterated materials and tactile picture books.

Residents of Ikeda City who have been issued a physical disability certificate (auditory and visual disability grades 1 to 6) can borrow the material via post (free).

- At Main Library, there is an audiovisual disability support room. In this room, you can use devices such as computers with audio assistance and PLEXTALK devices for listening to DAISY materials. PLEXTALK devices are also available for loan.

• For those who cannot physically come to the libraries in the city or the bookmobile due to physical disabilities or internal functional disorders, we provide a home delivery book loan service.

(Eligibility). those issued with a physical disability certificate (physical disability or internal dysfunctions rank 1-3), those who personally or who's family (those living alone, or who's family are unable to leave the person alone, etc.) are unable come to the library. ※ There will be prior investigation.

For details, please contact the staff in charge of disability services at Main Library (072-751-2508).

### **Group Loans** 🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰🐰

We provide book loan services (up to 800 books) for a set period of time to children's libraries, storytelling volunteer groups, schools, etc. who operate within the city.

### **Using Audiovisual Materials (Videos, DVD, etc.) and Computers** 🐰🐰🐰🐰🐰🐰🐰

• There are five audiovisual booth seats, four public computers, and five seats with access to wireless LAN to bring your own computer.

#### **[Viewing audiovisual materials]**

• You can watch videos and DVDs.

#### **[Public internet terminals]**

To use the services, please bring a form of identification showing your residence, employment or enrollment in the city (driver's license, student ID, etc.) and make a request at the counter.

The time limit is one hour per use per person, and one- hour extensions are available if there is no one waiting.

- The internet can only be used for browsing webpages. The computers are installed with public library filtering software. Please be aware that certain sites may be blocked. You cannot download, e-mail, play games, use USB memory, print, etc. Please bring a form of identification showing your residence, employment or enrollment in the city (driver’s license, student ID, etc.) and make a request at the counter.

### [Computer desks]

- You can bring your notebook computer to the library. Please bring a form of identification showing your residence, employment or enrollment in the city (driver’s license, student ID, etc.) and make a request at the counter.

The time limit is two hours per person per use, and one-hour extensions are available if there is no one waiting.

## **Regional User Services**

### **Regional user services for 7 cities and 3 towns in Hokusetsu District**

Residents of Hokusetsu District (Toyonaka City, Suita City, Takatsuki City, Ibaraki City, Minoh City, Settsu City, Toyono-cho Nose-cho,) can borrow books from the libraries in each cities.

### **Ikeda City / Kawanishi City Sharing Services**

Residents of Ikeda City and Kawanishi City can borrow books from each other’s libraries.



Registration at each libraries is required. Please bring a form of identification with your name and address (driver's license, health insurance card with address, student ID with address, etc.). For more details on available services, please contact each library individually.

### **Regional Services at Ikeda City Library**

#### 1) Libraries with regional services available

Main Library, Ishibashi Plaza, Bookmobile

#### 2) Borrowable materials

Books, magazine back issues, picture-story materials (excludes items not available for loan)

\*Audiovisual materials cannot be loaned.

\*Materials cannot be requested or reserved.

#### 3) Number of loaned items, loan period

Up to five items, for two weeks

- If the item is not reserved, and you have no overdue items, you can extend the due date once.

#### 4) Use of library facilities (Main Library)

- You can watch videos and DVDs
- You can use internet terminals or the computer desks.

## Location & Hours: Main Library



Direct access from Hankyu Ikeda Station

※There is no parking

※Private bicycle parking is available (Hankyu Ikeda Bicycle Parking Center)

〒563-0048

Kureha-cho 1-1, Ikeda City Osaka  
(SunCity Ikeda Level 3)

TEL 072-751-2508

[Opening Hours]

Weekdays • Saturdays 10:00-20:00

Sundays • Public Holidays 10:00-18:00

[Closed Periods]

The 3<sup>rd</sup> Wednesday of every month

28<sup>th</sup> of Dec to 4<sup>th</sup> of Jan

Book collection inspection periods

## Location & Hours: Ishibashi Plaza



〒563-0032

2-1-1 Ishibashi

Ikeda City Osaka

TEL 072-760-2383

Approximately 3min walk from

Ishibashi Handai-mae station

※There is no parking

[Opening Hours] Weekdays 10:00-20:00

Saturdays/Sundays/Public Holidays 10:00-18:00

[Closed Periods] The 3<sup>rd</sup> Wednesday of  
every month, 28<sup>th</sup> of Dec 4<sup>th</sup> of Jan,

Book Collection inspection periods

### □ Ishibashi Plaza-Exclusive Regional Service

• Ishibashi Plaza exclusively issues library cards and lends books to residents from the areas outside Ikeda City listed below

※This service is not available at the main library

( Mino City) Segawa 1- chome to 5- chome

( Toyonaka City) IshibashiAsada-cho,

Machikaneyama-cho, Seifusou 1 chome, 2-chome

smartphone



mobile phone

