


Guide to Online Services (MyKULINE)

■ Overview

Online services (MyKULINE) enable you to renew or reserve books, and request Interlibrary Loans through the website. The following services are currently available online.

Online Services (MyKULINE)	
Services	Description
Check Library Status Check Personal Information Book Renewal	The following services are available (through MyKULINE): – Checking library status, personal information, library news. – Renewing books (only once). – Checking the status of Interlibrary Loan requests. – Canceling Interlibrary Loan requests. * When you extend through MyKULINE the due date of books you borrowed, the due date will be updated, starting from the renewed date. Please note that such online renewals do not extend the original due date.
Email Due Date Reminder Service	Please register from MyKULINE, we will inform you by e-mail on the day before the due date.
Borrowing History Service	You can check your borrowing history. Please validate "Borrowing History" through the settings of MyKULINE.
Reservations	Making reservations for books currently on loan. Click  on the KULINE page.
Interlibrary and Intercampus Loans	It is possible to request articles or books which are not available in Kyoto University Libraries (Interlibrary Loan) nor in your home campus (Intercampus Loan). * Whether or not someone can use this service depends on the faculty to which they belong and method of payment. Click "Copy Request", "Loan Request" found on the MyKULINE page.
KULINE Alert Service	Notification by email regarding the arrival of new books & journals relating to user's registered keywords.

■ How to apply

In order to use library online services, it is necessary to acquire both of the following, 1・2・3.

For Students(undergraduate and graduate students)	For Faculty and Staff Members
<ol style="list-style-type: none"> 1. Student card (undergraduate and graduate students); library card (other users). 2. ECS-ID (i.e. a0****), which will serve as login ID. 3. Application for MyKULINE <p>In the case you do not have one of the two</p> <ul style="list-style-type: none"> ● If you do not have a Student card / Library card, it is necessary to acquire it ● If you do not have an ECS-ID (student account) or you have any questions, please ask the service counter in South Building of the Academic Center for Computing and Media Studies with your student card. 	<ol style="list-style-type: none"> 1. Staff card, Authentication IC card, library card. 2. SPS-ID (e.g. taro123kyodai), which will serve as login ID. 3. Application for MyKULINE <p>In the case you do not have one of the two</p> <ul style="list-style-type: none"> ● If you do not have a Staff card / Authentication IC card / Library card, it is necessary to acquire one. ● If you do not have an SPS-ID (an account used as the Kyoto University Groupware ID), it is necessary to acquire one at the Administrative Section of your faculty.

- Please visit one of the libraries which accept applications. In addition, it is also possible for undergraduate and graduate students with IC student card to use Registration System for MyKULINE [available only on campus]. You can use MyKULINE the following day after registration.
- You are required to get permission from the person in charge of payment and his signature, if you would like to make an Interlibrary Loan request at PUBLIC expense. Please submit Application for MyKULINE to your faculty library (not main library).

