

DONG-EUI UNIVERSITY CENTRAL LIBRARY GUIDE



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<http://dallas.dongeu.ac.kr>

Brief History

Dr. Im-sik Kim, the founder and chairman of the Dong-eui Institute, maintains the philosophy of contributing to society through the education of young people, thus helping to build a brighter future through scientific learning. Through his noble efforts, the Dong-eui University, founded in 1966, became a renowned multifunctional four-year private university in 1979.

The Dong-eui University Central Library also moved to the current Gaya Campus in 1979. The Central Library facility has a total floor space of nearly two hectares (a nine-story building with a basement) holding 3,000 seats for general reading. The Library organization includes two departments, four divisions, and nine sections. Particularly, we are expediting specialized the Oriental Medicine Branch Library.

As an integral component of the University's academic programs, the Central Library supports the university's teaching and research functions in a broad range of the academic sciences.

The Library is much more than a repository for the accumulated knowledge of our civilization; it serves as the heart of our intellectual enterprise.

Reaching beyond local holdings, the Library has made extensive provisions for various applications of the latest information technology. The Library Online System forms a part of the campus-wide network, and is therefore accessible through out the campus. Through the Library Online System, users are able to access a broad range of bibliographic and full text information as well as to search CD-ROM databases.

The Library places equal emphasis on the provision of high quality services for its users. An experienced staff assists patrons in a variety of ways, *from the selection, acquisition, and cataloging of materials to providing assistance in using the collection, online service, and Interlibrary Loan.* We encourage you to become familiar with our user-friendly online system and also to explore the wealth of materials available in the Library's collection. The Library staff are committed to meeting the varied needs of the academic community.

Introduction

Located in the magnificent Gaya Campus, the Dong-eui University Central Library has a comprehensive collection of Oriental and Western books, and non print materials as well as electronic resources. As of 2001, we include descriptions of over 550,000 volumes of printed materials and more than 2,000 titles of domestic / foreign active journals housed in the library's collections.

Another pride of our University is the Oriental Medicine Branch Library in the Yangjung Campus preserving a collection of approximately 30,000 volumes focused on Oriental Medicine. To keep abreast with the worldwide

academic innovation, we will try every effort to provide up-to-date information for its affiliated members of the Dong-eui College of Oriental Medicine well known for the undisputed and unrivaled Institute in its field in Korea. Generally speaking, even though Chinese Oriental Medicine has a longer history than that of Korean Oriental Medicine, we are now devoting ourselves to develop our own traditional distinction.

Currently, all materials produced in the University such as theses, dissertations, publications are electronically stored in the format of 'image databases' the first of its kind in the nation, so that everyone can get access to the original full-text of research materials of the University through Internet from anywhere in the world.

If you have come to look for specific information, the Library hopes you find it. If you have come to learn something about the nature of the Library and its activities or just come to visit, the Library hopes we convey Dong eui's commitment to both teaching and research, and to its informal motto of *"Dong-eui in the Nation's Service and in the Service of University Community."*

Since we are constantly expanding and improving our Web-Site, the Library hopes you will return whenever you think we might be helpful. Besides, you can take full advantage of the many activities, exhibits, and events available to the university community.

Library Collections and Room

1) Books in Materials Reading Rooms

The primary book collection is located on the third and the fourth floor.

It includes a comprehensive collection of recent titles supporting the educational programs of the university. These items are organized by the subject according to call numbers.

2) Media in Multimedia Center

Media resources located on the second floor of the Library include videodiscs, video cassettes, compact discs, audio cassettes, and other multimedia materials. They provide the full support for the teaching, learning, and recreational activities of the Dong eui students and faculty.

3) Periodicals & Newspapers in Periodicals Division

The main part of the domestic and foreign periodicals and newspapers subscriptions is located on the second floor. The current issues and bound volumes are shelved separately according to the subject.

Some periodicals are available in the electronic format on the campus network and on the databases. Detailed information about titles in the periodicals collection can be found in the Library catalog.

4) Reference in Materials Reading Room

The reference collection located on the third floor includes dictionaries, encyclopedias, atlas, almanacs. Reference books may not be circulated.

5) Online and CD-ROM Databases in Multimedia Center

The collection presented here helps you achieve your goal. It is created by extracting the journal titles with full-text from the major online indexes and databases. You may browse the collection by clicking on the database name.

Some of these electronic journals may be restricted to Dong-eui affiliates only, due to licensing or purchase arrangement.

These databases are marked with 'Campus only'

6) Theses & Dissertations in Periodicals Division

The Library collection of Dong-eui Master's Theses and Doctoral Dissertations are shelved in this division on the second floor. Full-text of theses and dissertations of the Dong-eui University are also available in the electronic databases.

7) PCs in Word Processor Room

A number of PCs on the third floor are offered free by the Library enabling academic members to make use of those word processor and scanner for the purpose of carrying out their quick and efficient work.

However, be sure to prepare and bring your own CD for independent learning.

Circulation Rules and Privileges

1) Borrowing Books

- To borrow books from the library, you must have a valid ID card as defined in the Library regulations.
- Simply take the books to the circulation desk to complete the loan procedures unless they have been reserved.
- The loan period and privilege is determined according to the Loan Rule Table as follows.



The Loan Rule Table

Categories of Borrowers	Loan Period	Renewal Period	Max. No of Volumes	
Student				
Undergraduates	10 days	10 days	5	
Graduates	Master's Course	30 days	30 days	10
	Doctorate Course	30 days	30 days	10
Faculty & Staff				
Professors	90 days	90 days	30	
Teaching assistants Research assistants	30 days	30 days	10	
Part-time & Foreigner Lecturers	30 days	30 days	10	
Staff/Department	30 days	30 days	10	
Others				
Visiting Researchers	10 days	10 days	5	

2) Return & Overdue

- a. Please return your borrowed books directly to the circulation desk on or before the due date to avoid overdue penalties.
- b. If your borrowed books are overdue five times, your borrowing privilege will be suspended for 90 days.

3) Renewal

- a. Most books may be renewed either at the library circulation desk or through the library online public access with exception of non-circulating materials.
- b. Users can usually renew loans one more time that are not overdue or reserved.
- c. Take note of the reply message after online renewal to confirm if the renewal has been accepted.

4) Damage & Loss

- a. Please treat library materials with same care as you do with your personal belongings.
- b. For lost or damaged books, you will be responsible for the replacement of the original ones.
- c. If the replacement of the book is impossible, the library may assess a fee based on the Library regulations.

5) Viewing Circulating Record & Renewal

You may renew books that are not overdue or requested by other users. One renewal may be made on any loan. You can renew your borrowed

items on the OPAC via the library home page by viewing your own circulation record which contains information such as items checked out, items on hold.

6) Online Public Access Catalog(OPAC)

You can search the library's Online Public Access Catalog(OPAC) by various access points(author, title, subject, keyword, call number) to locate both Oriental and Western materials in the Library. The OPAC is available, through the library home page and character-based mode via Telnet.

Library Hours of Academic Year

Term Time	Spring / Fall Semesters		Summer / Winter Vacations
	Mon. - Fri.	Sat.	
General Reading Room (1F/5F)	7:00a.m. - 11:00p.m. (Also open on Sundays & Public Holidays)		
Circulation Desk(3F/4F)	9a.m. - 8p.m.	9a.m. - 1p.m.	9a.m. - 5p.m.
Materials Reading Room(3F/4F)	9a.m. - 8p.m.	9a.m. - 1p.m.	9a.m. - 5p.m.
Periodicals Division (2F)	9a.m. - 8p.m.	9a.m. - 1p.m.	9a.m. - 5p.m.
Multimedia Center (2F)	9a.m. - 8p.m.	9a.m. - 1p.m.	9a.m. - 5p.m.
Oriental Medicine Branch	9a.m. - 8p.m. (Mon., Wed., Fri.) 9a.m. - 8p.m. (Tue., Fri.)	Closed	9a.m. - 5p.m.

Electronic Research Resources

Through the library home page, you may access a variety of Electronic Journals and Online Web, CD-ROM databases with links to abstracts or full-text(image) articles. Some are multidisciplinary and others are discipline based.

1) Online Web Databases

- a. ProQuest
- b. EI-Compendex Web
(Engineering Information Compendex Web)
- c. EI-Village
(Engineering Information Village)
- d. IEEE Library

2) Electronic Journals

- a. IDEAL
(International Digital Electronic Access Library)
- b. Science-Direct
- c. MCB Emerald
- d. Springer-Verlag KG(Free of Cost Via KIFSLI)

3) CD-ROM Databases

- a. SSCI
(Social Science Citation Index)
- b. DAO
(Dissertation Abstracts On-Disc)

The Dong-eui Library Homepage

The library Homepage extends the Dong-eui Library beyond walls and serves as a gateway to the rapidly expanding information superhighway. Be sure to find out about library services & projects and last but not least, always remember to Ask a Librarian, when you need further assistance.

For more detailed and most recent news, please visit the Library Home page at "http://delias.dongui.ac.kr/eng/" or feel free to contact, the Library Dean, Dr. Jeong-hwan Lee calling at 82-51-890-1167 or, e-mail to "cho@hyomin.dongui.ac.kr."

