

User Guide

URL:<https://elib.maruzen.co.jp/>



Access MeL
Here

1. Search for Titles

[Top Page \(Basic Search\)](#)

Search using keywords.

1. Questions?
Check our FAQ and user guide here.

2. Search Methods
Choose from basic search, advanced search, code search.

3. List Options
Choose from new titles, all purchased titles, recommended titles*.

4. Display Options
Select from "Medium View" and "List View".

5. Jump to Tabs
Jump to new title lists for each genre.

*If recommended titles are not set up, it will not be displayed. Recommended titles can be set up at administrator page.

Search Results

From the search results, filter or sort the results.

The screenshot shows the NDL website's search results page. At the top, there are search filters for 'Publication Year' (出版年), 'Publisher/Provider' (出版社/提供元), and 'Genre' (ジャンル). The search results list 'Anna Karenina' by Leo Tolstoy, published by Macmillan. A red box highlights the 'View' (閲覧) button for this result. Another red box highlights the 'View' button in the detailed bibliographical information section for the same title. A third red box highlights the 'View' button in the detailed bibliographical information section for the same title.

Advanced Search/Code Search

You can now search with more search fields!

Advanced Search

Use advanced search to search with keyword, classification, year, purchase status, etc.

The screenshot shows the '詳細検索' (Advanced Search) tab. It includes fields for 'キーワード' (Keyword), 'タイトル' (Title), 'シリーズ' (Series), '著編者' (Author/Editor), and '出版社' (Publisher). A dropdown menu for '検索' (Search) is open, showing suggestions like '検索エンジンのマルチコア対応テストー海軍と政治ー (KOKORO JOURNAL) (1)'. A callout points to the 'キーワード' field with the text '1. Customize Search Fields'. Another callout points to the '検索' dropdown with the text '2. Auto Complete Function'. A third callout points to the 'かつ' (And) button with the text '3. Select Search Method'. A fourth callout points to the '表示順' (Sort Order) dropdown with the text '4. Sort Search Results'. A fifth callout points to the '検索条件クリア' (Clear Search) button with the text '5. Search Button'. A sixth callout points to the '検索' button with the text '6. Changing Codes'.

1. Customize Search Fields

Use the Δ ∇ buttons to change the search fields to best fit your needs and preference.

2. Auto Complete Function

You will see suggestions as you type.

3. Select Search Method

Select "And" (かつ), "Or" (または), or "Not" (でない).

4. Sort Search Results

5. Search Button

To clear the search fields, click the "Clear Search" (検索条件クリア) button.

6. Changing Codes

Select the type of data and enter up to 200 items. *If there is a duplicate value, it will cause an error.

Code Search

Use content ID, eISBN, ISBN, ISSN, TRC-No., etc. to search using codes.

The screenshot shows the 'コード検索' (Code Search) tab. It includes a '一括検索' (Batch Search) section with radio buttons for 'コンテンツID', 'eISBN', 'ISBN', 'ISSN', and 'TRC'. A callout points to the 'ISBN' radio button with the text '6. Changing Codes'. At the bottom, there are '検索' (Search) and '検索条件クリア' (Clear Search) buttons.

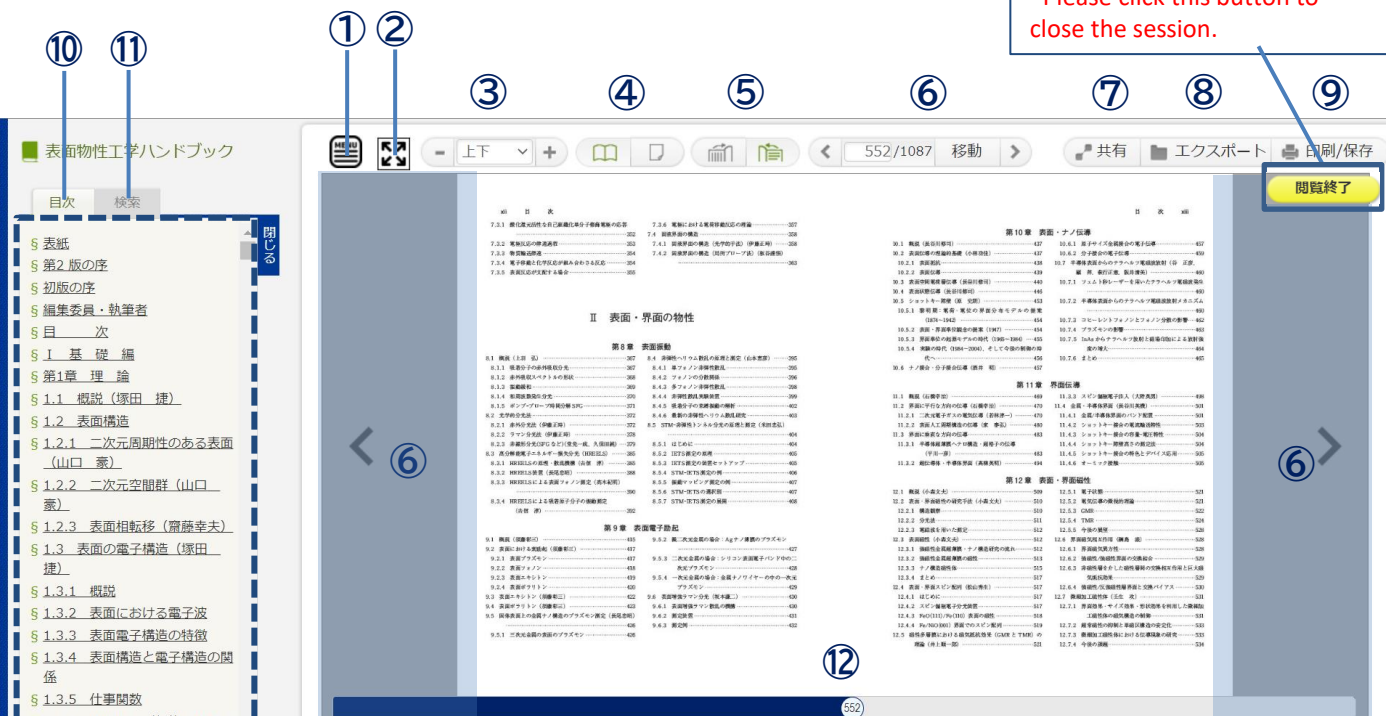
2.Read Books

View
Screen

Use the Zoom and display options to
customize your reading experience.

⑬ Close Session

*Please click this button to
close the session.



① Menu Button	The menu bar can be shown/hidden - it is hidden by default.
② Full Screen Button	Full screen view is available. Click again to cancel the full-screen display.
③ Change Magnification	You can fit the screen "up and down" and "left and right" and change the magnification factor. The magnification can also be changed by use of the mouse wheel.
④ Two Pages Opposite Each Other	The book can be viewed in the same way as a paper book.
⑤ Vertical/Horizontal Reading	The direction of page feed can be switched between vertical and horizontal reading.
⑥ Turn Pages	You can send pages in the direction you want to read. You can jump to a specified page by entering the number of pages in the menu bar. You can also forward pages by clicking the arrows on the menu bar, the left and right arrows on the left and right side of the book image or by using the left and right keys on the keyboard.
⑦ Share	You can copy and paste the title you are currently viewing, the URL of the title details page and the URL of the page currently opened.
⑧ Export	Bibliographic information can be exported in Bibtex format.
⑨ Print/Save	You can download up to a specified number of pages in PDF format. ※ The number of pages that can be downloaded differs for each title. Some titles are not available for download.
⑩ Table of Contents	You can jump to the desired page from the table of contents.
⑪ Search	You can search for words in the table of contents or in the text.
⑫ Scroll Bar	Scroll bars allow you to move freely between pages.
⑬ End of Browsing	Be sure to press the End Browsing button when you finish browsing.

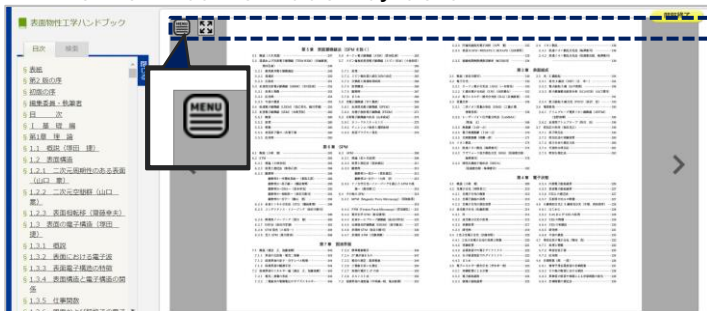
2.Read Books

Switch Displays

The menu bar can be hidden or displayed in full-screen mode for easier viewing.

Hide the menu bar.

※The menu bar is hidden by default.



Full Screen Display



Vertical/Horizontal Reading

The direction of the page feed can be switched between vertical and horizontal reading according to the title.

•Reading horizontally

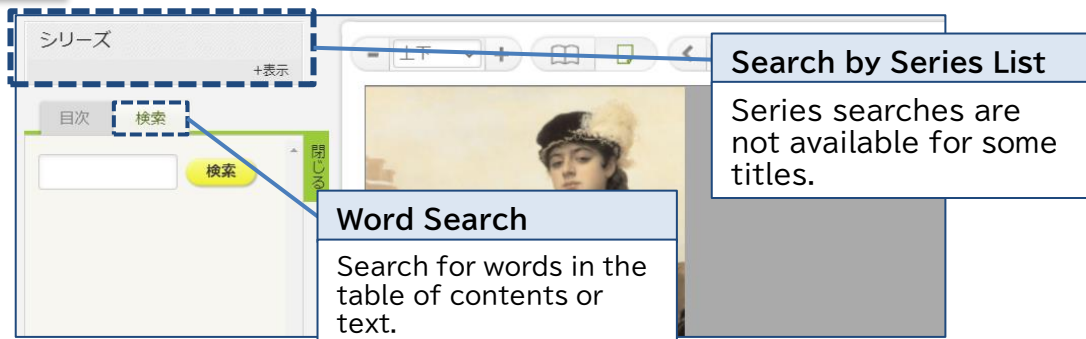


•Reading vertically



Search

You can view a list of series or search for specific words in the table of contents or text.



Search by Series List

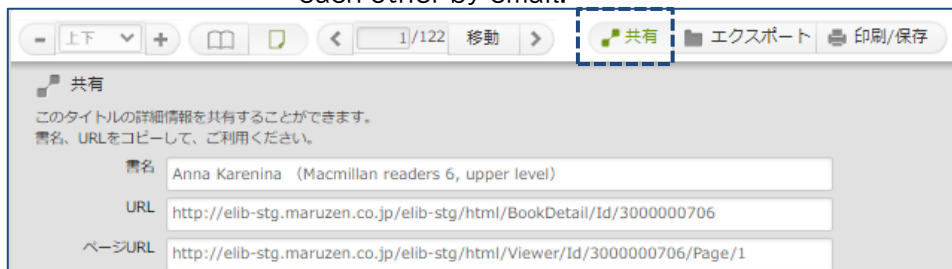
Series searches are not available for some titles.

Word Search

Search for words in the table of contents or text.

Share

You can copy and share book titles and URLs in detailed pages. Students can also easily share information about books that are useful for their classes with each other by email.

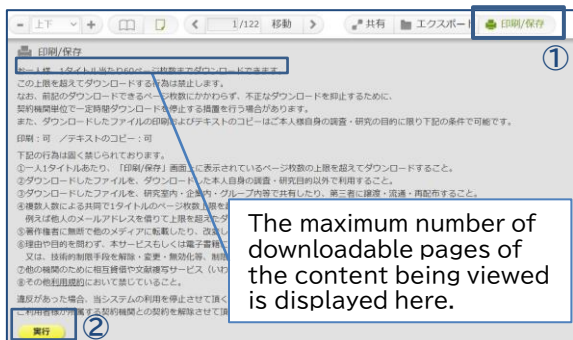


The desired content can be downloaded in PDF format, within the specified page limit for each title.

* Password is set for the downloaded PDF file. About the password to open the PDF file, please refer to ⑦ below.

Download Function

1



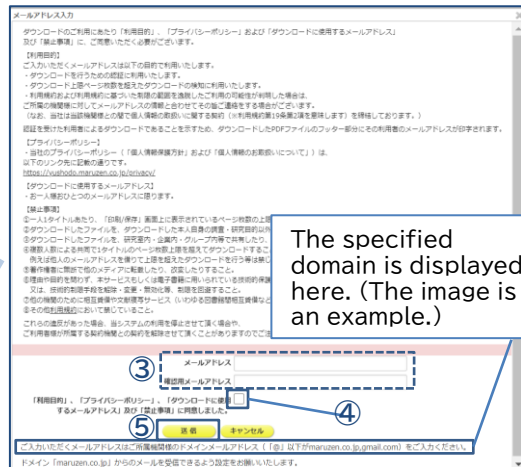
- ① Click the "Print/Save" (印刷/保存) button on the "Browse Screen" (閲覧画面).
- ② Click the "Proceed" (実行) button

3



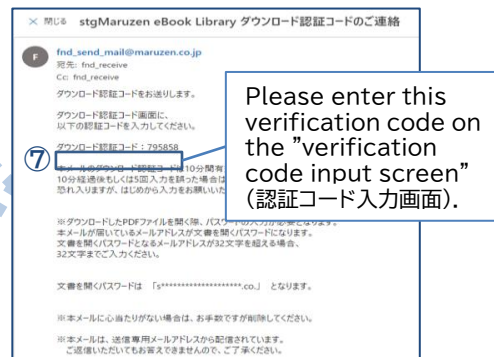
※To download, you are now asked to enter an email address containing a specified domain.

2



- ③ Enter an email address containing the domain specified by your institution.
- ④ Please read the "Purposes of Use" (利用目的) and "Privacy Policy" (プライバシーポリシー) carefully and check the box.
- ⑤ Click the "Send" (送信) button.

4



- ⑥ Click the "OK" button when the pop-up message "Verification code sent" (認証コードを送信しました) appears on the screen. You will receive an email containing a "verification code" (認証コード) at the email address you have entered.

(If you have entered an email address other than the registered domain, an error will occur, and you will not receive an email with the verification code.)

The display switches to the "verification code" input screen.

5

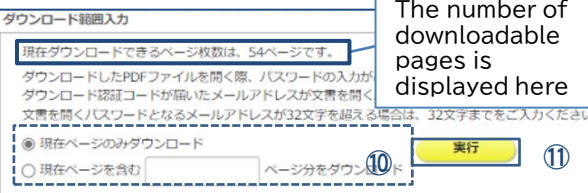


- ⑦ You will receive an email like the one on the screen above. The number in the square is the "verification code" (認証コード).

※The "verification code" is valid for **10 minutes** after the email with the code has been sent.

※The e-mail address that received this e-mail will be the password to open the downloaded PDF file. If the e-mail address used as a password exceeds 32 characters, please enter up to 32 characters. The above email address will also appear in the footer of the downloaded PDF file.

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- ⑧ Enter the "verification code" (認証コード) and click the "Send" (送信) button.

- ⑨ When the "verification code" has been entered correctly, the message "Verification code authenticated" will appear, and click "OK."

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- ⑩ The screen switches to the download range input screen, where you are asked to select and enter the number of pages you want to download.

- ⑪ Click the "Proceed" (実行) button to start the download. *Download may not start depending on the browser you are using. In that case, please save it again in the terminal from the browser.

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