



# INTERLIBRARY LOAN & ILLIAD

## What Is Interlibrary Loan (ILL)?

When you can't find the resources you need on campus, ILL can bring the resources to you!

ILL is a free service which borrows materials from other libraries that are not available here at ISU using the software called ILLiad.

## ILL introduces Document Delivery!



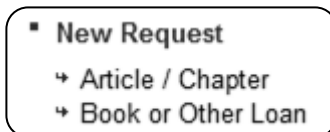
Request an article that is available in print at the ISU Library and ILL will pull it, scan it, and send it to your email.

## How To Get Started With ILLiad:

Go to the ISU Library home page <http://library.indstate.edu/>. Scroll down to the 'Quick Links' and click "Interlibrary Loan."

Enter your Sycamore ID and password. If you have not used ILL before fill in your personal information on the form.

The ILLiad main menu on the left side of the page features request forms and links to view your requests.



Choose the form, fill it out and submit it.

If you access a citation for a loan or article through a database such as EbscoHost or WorldCat, then click on the ILL link in the database to have the form filled out for you automatically!

## What Can I Request?

- Books, scores, DVDs, and CDs
- Dissertations and theses
- Conference papers
- Government documents
- Articles and book chapters
- And other items you need for research

## How To Acquire ILL Items:

- Articles are delivered in PDF format through a link via email and are also stored in your ILLiad account under "Electronically Received Articles" for 14 days.
- Loans are available for pick up at the Circulation Desk with your ISU ID card. You will be notified via email upon their arrival.

## ILL Will Send Email Notifications:

- When your articles are ready to view.
- When loan items are at the Circulation Desk.
- If your request was cancelled.
- If ILL has a question about your request.

## How To Renew ILL Items:

- On the left side of the main menu, click 'Renew Items' or 'Checked Out Items'.
- Next, click on the Transaction Number of the item you wish to renew.
- Then click on the RED 'Renew Request' text. If you do not see the "renew" at the top of the page, you cannot renew the item. If you have questions, contact ILL.
- Your new temporary due date will appear in the upper left corner.
- You will receive an email from ILL once the owning library assigns the permanent due date.

## Contact Information:

**Interlibrary Loan**

**Phone: 812-237-2566**

**Email:**

**[ISU-libill@mail.indstate.edu](mailto:ISU-libill@mail.indstate.edu)**

**ILL Hours:**

**Mon-Fri, 8:00 a.m.– 4:30 p.m.**

