

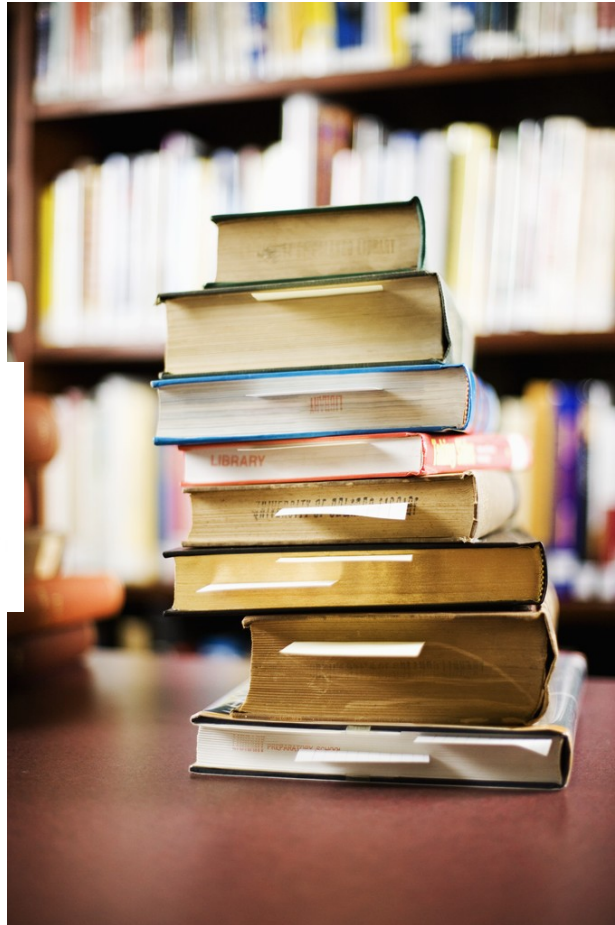
User Guide

Interlibrary Loan Requests



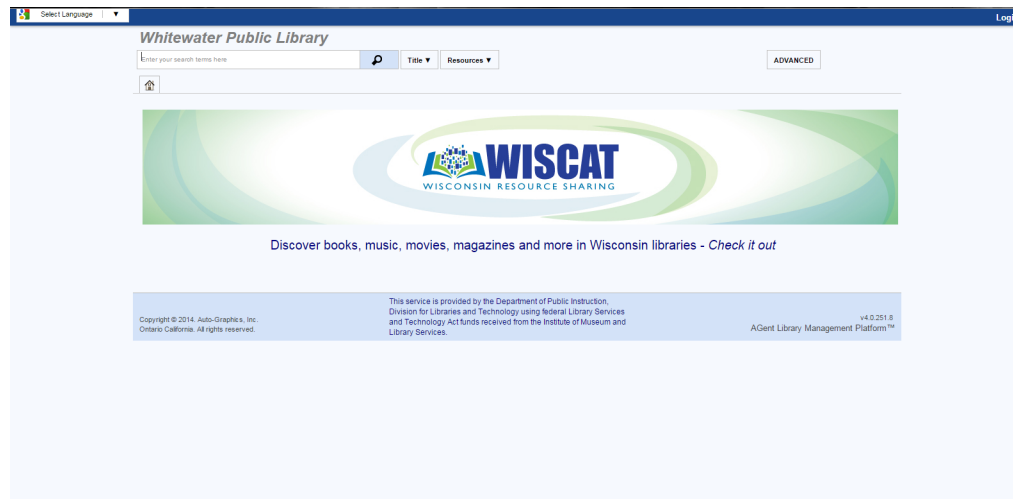
Irvin L. Young
Memorial Library

Do It Yourself Requests



Request Items in WISCAT

Your library is making it possible for users to locate and request their own materials to borrow on interlibrary loan from other libraries. You can submit an electronic request form while online in WISCAT; you don't have to print out the record or write down the information to ask staff to request it for you.



1. Login to WISCAT by using the following URL:
<http://www.wiscat.net/mvc?cid=stwi&lid=wi20&reset=force>
[Optional: you can add this site to your FAVORITES or BOOKMARKS]

2. Search for the item you wish to request.
3. In your search results, click on the title of the item you wish to request. Be sure to pick a title that is in the format (book, large print, DVD, VHS, CD, etc.) you want.

The screenshot shows the Whitewater Public Library website search results for 'Houdini'. The page includes a search bar, a filter sidebar, and a list of search results. The third result, 'Houdini. Krull, Kathleen. Book (15)', is circled in red with a white arrow pointing to it.

Whitewater Public Library

Select Language | Login

Enter your search terms here [Search] Title Resources

ADVANCED

Search Results - Houdini


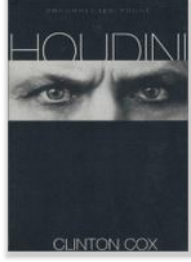
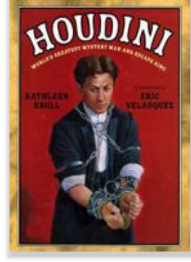
Showing titles 1-30 of 375 total records Modify Search View as: [Grid] [List]

Filter Your Results

Format: Archival Materials (9), AudioBook CD (16), Book (690), DVD (65), eAudioBook (20), eBook (41), eVideo (3), Large Print (3), Microform (3), Music CD (28), Music Recording (6), Periodical (8), Picture (3), Videocassette (27), Visual Materials (7) [Show More](#)

Date Subject Author

Sort by: Relevance Records per page: 30 RSS Feed 1 2 3 4 5 Ne

Title	Author	Format
	Houdini!, Silverman, Kenneth	Book (20)
	Houdini. Cox, Clinton	Book (16)
	Houdini. Krull, Kathleen	Book (15)

5. When you click on the title, the full record for that item will display. Click on **Request This Item**.

The screenshot shows the Whitewater Public Library website interface. At the top, there is a navigation bar with 'Select Language' and 'Login'. Below this is the library's name 'Whitewater Public Library' and a search bar with the text 'Enter your search terms here'. To the right of the search bar are buttons for 'Title' and 'Resources', and an 'ADVANCED' button. Below the search bar is a 'Home' icon and a 'Search Results - Houdini' header. A 'Back to Search Results' link is also present. The main content area shows 'Showing 1 - 1' results. A control bar at the top of the results section allows sorting by 'Relevance' and displaying '10' records per page. An 'Actions' menu includes a 'Request This Item' button, which is circled in red, and a star rating for '15 total review(s)'. The book details for 'HOUDINI' are displayed, including the ISBN (0602769544), author (Kruhl, Kathleen), publisher (Walker & Co), and date (2005). Below the details is a 'Location Information - BOOK' section listing various library systems and their current availability of the book. At the bottom, there is another control bar for sorting and records per page.

Location Information - BOOK	Availability
Arrowhead Library System (Rock/Cat)	1 copy currently available.
Eastern Shores Library Sys (Eas/Cat)	2 copies currently available.
S.H.A.R.E. Consortium Catalog	7 copies currently available.
Northern Waters Library Serv (Merlin)	4 copies currently available.
Winnebago Library System	4 copies currently available.
Winona Rivers Library Sys (WRL/SWER)	1 copy currently available.
C&E (Waukesha Co.)	8 copies currently available.
Southwest Library System	2 copies currently available.
Wisconsin Valley Library Service (V/Cat)	3 copies currently available.
Fond du Lac Public Library	No copies currently available.
Manitowoc-Calumet Library System	2 copies currently available.
M.O.R.E. Consortium	5 copies currently available.
Milwaukee County Library System	20 copies currently available.
OVI-SHET (InfoSoup)	10 copies currently available.
Kenosha Public Library	3 copies currently available.

5. A separate browser window will open with an interlibrary loan form for you to complete.
6. Complete the electronic interlibrary loan form to include your library card number and an email address. Items in red are required.

Select Language | Login

Whitewater Public Library

Home

ILL Request

ILL Request - record (Loan) [Submit] [Cancel]

Borrower: W120 (Whitewater Public Library)

Borrower's Phone: (262) 473-0530

Request Date: 11/18/2014

Request Type Options: Returnable (loan) ▼

Material Bibliographic Level Options: Book ▼

Material Format Options: None of the below ▼

Title/Journal Title: Houdini : world's greatest mystery man and escape king

Author/Creator: Krull, Kathleen.

Publisher (Place, Name, Date): New York: Walker & Co., 2005.

Any Edition is Acceptable:

Physical Description: 1 v. (unpaged) : col. ill. ; 31 x 24 cm.

This Format Only:

ISBN: 0802789544 (lib. bdg.)

OCLC Number: 54988951

Where was this found?: Created from Z39.50 record ocm54988951:Arrowhead Library System (RockCat)

***Need by:** 2/16/2015

Show Date:

***Create a Password:**

***Last Name:**

***First Name:**

Middle Name or Initial:

Library Card Number:

Here is the rest of the ILL form, continued from the previous page.

The screenshot shows the continuation of an ILL form. It includes the following fields and sections:

- Address:** A single text input field.
- P.O. Box or Apt. #:** A single text input field.
- City, State, ZIP:** Three separate text input fields for city, state, and ZIP code.
- *Phone:** A single text input field.
- Email:** A single text input field.
- Pickup Location Options:** A dropdown menu.
- Additional Notes:** A large text area for notes.
- Volumes Needed:** A single text input field.
- OCLC Max Cost:** A text input field containing "0.00" followed by a "USD" label.
- Library of Congress Control Number:** A text input field containing "2004049493".
- Submit** and **Cancel** buttons at the bottom right.

At the bottom of the form, there is a footer with the following text:

Copyright © 2014, Auto-Graphics, Inc. Ontario California. All rights reserved. This service is provided by the Department of Public Instruction, Division for Libraries and Technology using federal Library Services and Technology Act funds received from the Institute of Museum and Library Services. v4.0.251.8 AGen Library Management Platform™

7. Click on **Submit**. A message will display indicating your request was sent successfully.

You may print a copy of your request for your own records by clicking on **Print Request**.

If you have questions regarding the status of your request or using the patron-initiated interlibrary loan service, contact the Irvin L. Young Memorial Library staff at 262-473-0530 or email swillmann@whitewater-wi.gov.

NOTE: Patrons are limited to five interlibrary loan requests at one time.

Select Language Select Language Log

Home

ILL Request

Your request **1539867** has been submitted - 11/18/2014 1:49:59 PM

ILL Menu

- Print Request
- Return to Results

ILL Request

Request ID:	1539867
Request Date:	11/18/2014 1:49:59 PM
Request Status:	Awaiting Lenders
Borrower:	W20 (Whitewater Public Library)
Borrower's Phone:	(262) 473-0530
Request Date:	11/18/2014
Request Type Options:	Returnable (loan)
Material Bibliographic Level Options:	Book
Material Format Options:	None of the below
Title/Journal Title:	Houdini : world's greatest mystery man and escape king
Author/Creator:	Krull, Kathleen.
Publisher (Place, Name, Date):	New York Walker & Co. 2005.
Any Edition is Acceptable:	yes
Physical Description:	1 v. (unpaged) : col. ill. ; 31 x 24 cm.



Irvin L. Young
Memorial Library

Phone: 262-473-0530

www.whitewaterlibrary.org

E-mail: swillmann@whitewater-wi.gov

Hours

Monday– Thursday 9 a.m.—8:30 p.m.

Friday 9 a.m.—5:30 pm

Saturday 9 a.m.—3:00 p.m.

Sunday Closed