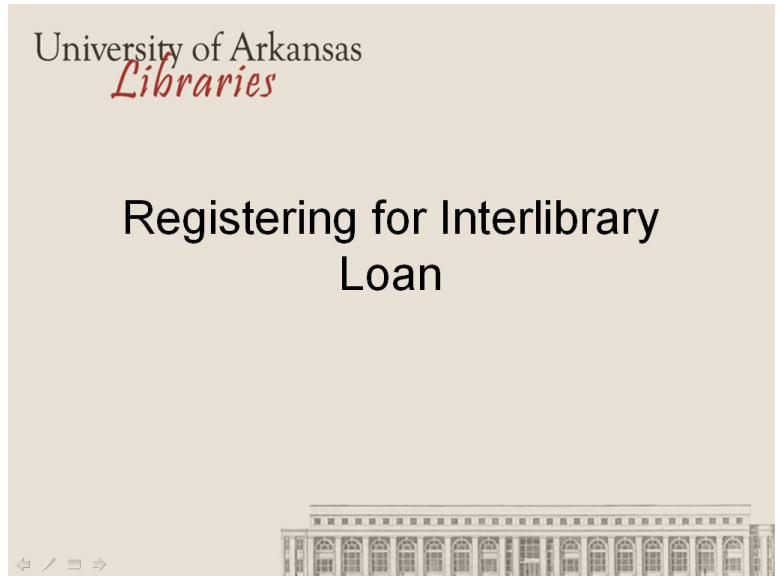


Welcome to the presentation "Registering for Interlibrary Loan at the University of Arkansas." If you would like to register while watching the video, open another browser window or tab after pressing the "pause" button on the viewer. Press the "play" button to return to viewing the presentation at any time.

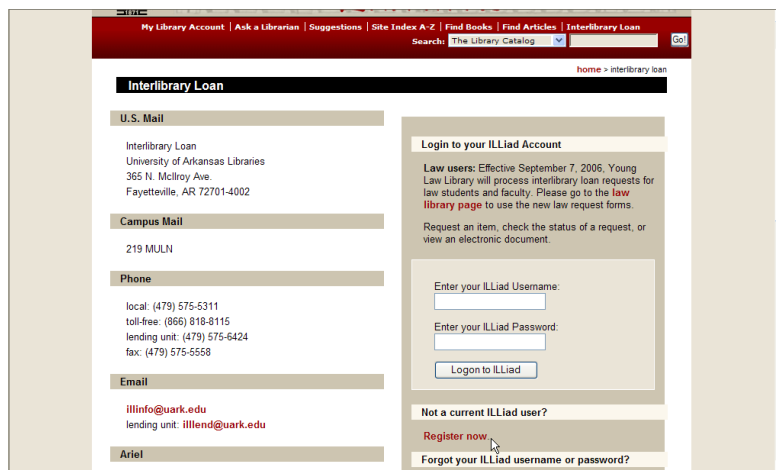


Interlibrary Loan, or ILL, is a service that allows you to obtain materials that are NOT available in the University Libraries' collections or that are in storage.

From the library home page click on **Interlibrary Loan** located on the right side of the page under **Departments and Services**.



Scroll down and click **Register Now** on the lower right side of the page.



Please read the information about creating your account and then click on the **First Time Users Click Here** button at the bottom of the page.

Having your e-mail and regular mail addresses on file with Interlibrary Loan enables us to notify you promptly and deliver materials accurately when your request arrives in the library.
By specifying a Username and Password of your choosing, you will have secure access to information about your requests. You will also be able to review the list of items you have requested in the past.

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[First Time Users Click Here](#)

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University of Arkansas Libraries Interlibrary Loan Home Phone: 479-575-4104
305 N. Mallory Ave. Libraries Home Toll-Free: 800-816-8115
Fayetteville, AR 72715-4002 UA Home Fax: 479-575-6906

Fill in the requested information.

ILLiad Interlibrary Loan Service

New User Registration for ILLiad * Indicates required field

* First Name

* Last Name

* UA ID Number

Number is located on your photo ID. Do not use your Social Security number.

Preferred Notification Method

* E-Mail Address

* Daytime Phone

Preferred Article Delivery Method

If you are participating in a Distance Education course or are Extension or Experiment Station faculty or staff and you live at least 15 miles outside of Fayetteville, please choose "Mail to Address." All others, click on "Hold for Pickup."

Preferred Loan Delivery Method

If you are participating in a Distance Education course or are Extension or Experiment Station faculty or staff and you live at least 15 miles outside of Fayetteville, please choose "Mail to Address." All others, click on "Hold for Pickup."

Preferred Electronic Delivery if Possible (PDF file)

There are some items on this form that might need explanation. One of these is the **Preferred Article and Loan Delivery Method**. The library is unable to mail items to users living within a fifteen-mile radius of the Fayetteville campus. If you are enrolled in a Distance Education course and live outside this radius, please select **Mail to Address** as your delivery option for articles and loans. If you are a member of the faculty or staff at the Extension or Experiment station and live outside the fifteen-mile radius, please select **Mail to Address** for articles and loans. All other users should use the default **Hold for Pickup** option for articles and loans. You will be notified by email when your items are ready for pickup, and they will be held for you at the Mullins Library Circulation Desk.

* Last Name

* UA ID Number

Number is located on your photo ID. Do not use your Social Security number.

Preferred Notification Method

* E-Mail Address

* Daytime Phone

Preferred Article Delivery Method

If you are participating in a Distance Education course or are Extension or Experiment Station faculty or staff and you live at least 15 miles outside of Fayetteville, please choose "Mail to Address." All others, click on "Hold for Pickup."

Preferred Loan Delivery Method

If you are participating in a Distance Education course or are Extension or Experiment Station faculty or staff and you live at least 15 miles outside of Fayetteville, please choose "Mail to Address." All others, click on "Hold for Pickup."

Preferred Electronic Delivery if Possible (PDF file via web)

* Primary Address Line 1

Primary Address Line 2

* Primary Address City

* Primary Address State

When selecting your status, please choose the one that fits best. Even if you may be taking some courses on campus while taking others via distance education, if you come to campus regularly, please do not select a **Distance Education** status. Instead, choose the appropriate on-campus user type.

This screenshot shows a registration form with the following fields and options:

- Primary Address Line 1: [Empty]
- Primary Address Line 2: [Empty]
- * Primary Address City: Fayetteville
- * Primary Address State: AR
- * Primary Address Zip: 72701
- Secondary Address Line 1: [Empty]
- Secondary Address Line 2: [Empty]
- Secondary Address City: [Empty]
- Secondary Address State: [Empty]
- Secondary Address Zip: [Empty]
- Status: [Dropdown menu open with options: Faculty, Graduate Student, Undergraduate Student, Distance Education (highlighted), Staff, Affiliate, Ag Cooperative Extension, Ag Experiment Station]
- Department: [Empty]
- Authorized Users: [Text input field]
- * Choose a Username: [Text input field]
- * Choose a Password: [Text input field]

Please select the **department** in which you are currently seeking a degree. If you are a faculty or staff member, please select the department in which you work. For those of you who are undecided about your major or for those whose department is not listed (such as Facilities or Housing) please select **Other**.

This screenshot shows the same registration form as above, but with the Department dropdown menu open. The list of departments includes:

- Agriculture
- Animal Science
- Anthropology
- Architecture
- Art
- Biological Engineering
- Biological Sciences
- Business
- Chemical Engineering
- Chemistry and Biochemistry
- Civil Engineering
- Classical Studies
- Clinton School of Public Service
- Communications
- Computer Science and Comput
- Crop, Soil and Environmental S
- Curriculum and Instruction
- Drama
- Economics
- Education
- Educational Leadership, Couns
- Electrical Engineering
- English
- Entomology
- Environmental Dynamics

You will create your own username and password to use to request an item or to access an item sent to you electronically through Interlibrary Loan. If you forget your password, you may reset it from the main Interlibrary Loan screen.

When you have completed the form, please click on **Submit Information** to finalize your registration.

This screenshot shows the bottom portion of the registration form with the following fields and buttons:

- Secondary Address City: [Empty]
- Secondary Address State: [Empty]
- Secondary Address Zip: [Empty]
- Status: [Dropdown menu]
- Department: [Dropdown menu]
- Authorized Users: [Text input field]
- * Choose a Username: [Text input field]
- * Choose a Password: [Text input field]
- * Re-enter Password: [Text input field]
- Buttons: Submit Information, Clear Form, Cancel - Exit ILLiad System

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Please contact us during our hours of operation if you have questions or comments.

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Mail Address: University of Arkansas Libraries
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