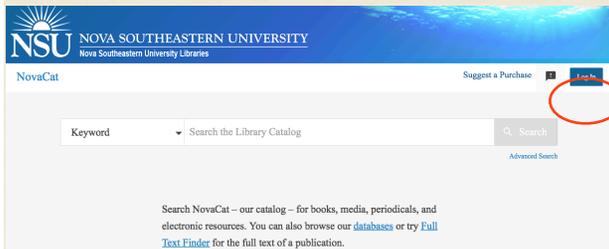
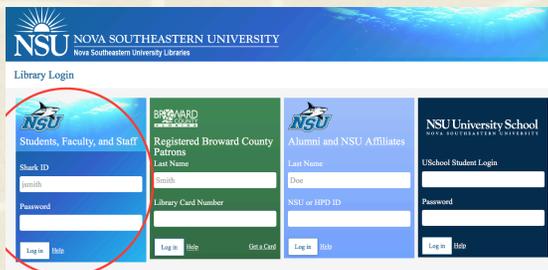


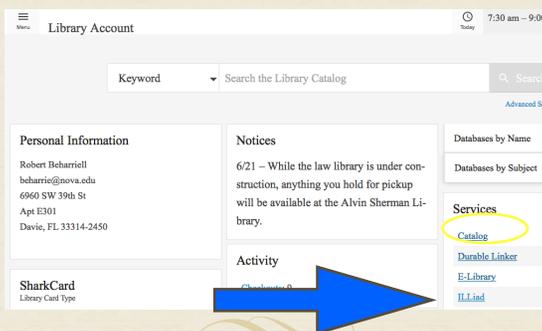
Step 1: Go to <http://novacat.nova.edu>. Click on the “**Log In**” button in the upper right corner.



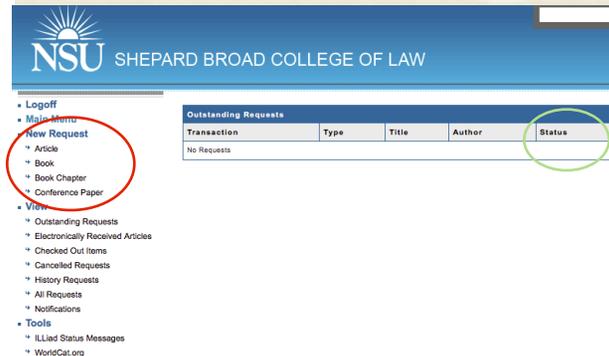
Step 2: Log in using your SharkLink ID and password on the next page. If you do not know your SharkLink information, click on the “**Need Help**” button which will provide you with a phone number for password retrieval.



Step 3: Select ILLiad



Step 4: Once you have logged in, choose “**New Request.**” Select **Article, Book Chapter, or Book**. If you only need certain pages from a book, choose **Article** and specify the pages needed in the form.



When will my interlibrary loan arrive?

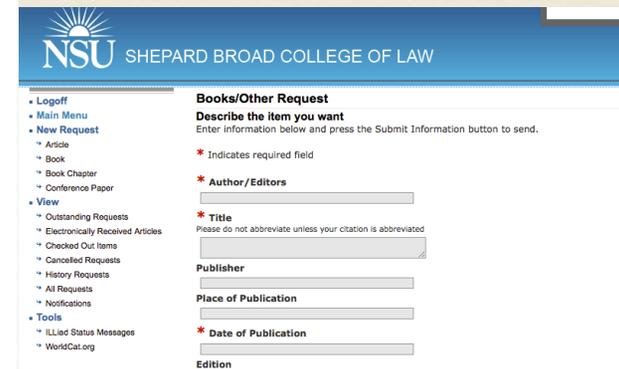
Check the status of your requests by looking at the status indicator (circled in green above).

Most items arrive within 5 business days. Some loans may take longer.

Where do I pick up my material?

You will receive an e-mail once your item arrives. If it is a book, you can pick it up at the circulation desk in the law library. Articles will be available in the “**Electronically Received Articles**” link.

Step 5: Fill in all of the required fields (those with a red *) and click on the “**submit request**” button at the bottom of the page. If you would like to follow up on the status of your request, you may do so by clicking on “**Outstanding Requests**” link in the “**View**” menu.



To help us locate your item quickly, please provide as much detail as you can in your request by visiting

www.worldcat.org

to find an item’s author, title, publisher, ISBN, etc.

Retrieving Articles

- **Logoff**
- **Main Menu**
- **New Request**
 - ↳ Article
 - ↳ Book
 - ↳ Book Chapter
 - ↳ Conference Paper
- **View**
 - ↳ Outstanding Requests
 - ↳ **Electronically Received Articles**
 - ↳ Checked Out Items
 - ↳ Cancelled Requests
 - ↳ History Requests
 - ↳ All Requests
 - ↳ Notifications
- **Tools**
 - ↳ ILLiad Status Messages
 - ↳ WorldCat.org

Select “**Electronically Received Articles**” under the “View” menu - your article should be there as a PDF that you can download. Sometimes, you will receive an e-mail with the PDF article attached.

Updated June 2018

CONTACT US:

Please e-mail us if you have any questions about or need any assistance with interlibrary loan at:

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INTERLIBRARY LOAN

This brochure will show you how to place an interlibrary loan request. You can request an item from another library if one of the NSU libraries does not have it.