


Patron Initiated Interlibrary Loan-Limit 2 per person-Items requested must be at least 3 months old

- 1) Go to the Haysville Community Library website at <http://www.haysvillecommunitylibrary.org/>
- 2) Click on “Search the Catalog”
- 3) If the item is not in the catalog, go to <http://ow.ly/Rn33B>
- 4) In the search box, enter the title, then click on magnifying glass to search. If you don’t know the title click the down arrow in the Title box to choose Subject, Author, etc.

Haysville Community Library



Search here!  Title ▼ Catalogs ▼

- 5) After it completes the search, go to the left side of the page and click on the proper format

Format	
Book	(58)
AudioBook CD	(23)
Large Print	(22)
eBook	(5)
AudioBook	(3)
AudioBook Player	(1)

- 6) Click on book cover to open record

Sort by: Relevance Records per page: 10

	<p>ISBN 9781442372726 ISBN 1442372729 Author Kingsbury, Karen.author Title Angels walking[sound recording] : Angels Walking series, 1 /Karen Kingsbury Publisher Audioworks, is an imprint of Simon & Schuster Audio Division, Simon & Schuster Inc Date p2014 Physical description 9 compact discs (ca. 12 hrs.)</p>	<p> Request This Item ★★★★☆ 383 total review(s)</p>
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- 7) If available, select “Request this item”
- 8) Fill out the form (sample below) by the arrows. If you don’t have an email you will not be able to receive email notifications of status. Put **NA** in the box if you don’t have an email and put your phone number in the Patron’s Phone box. Then you will be called when the item comes in. Please put in your library card number without spaces.

ILL Request - record (Loan)

Borrower: AJ9 Haysville Community Library
Borrower's Phone: 316-524-5242
Title/Journal Title: Angels walking Angels Walking series, 1 [sound recording]
Author/Creator: Kingsbury, Karen

→ *Patron's Last Name:

→ Patron's First Name:

→ *Create a Password:

→ *Patron's Email:

→ Patron's Phone:

Patron's Address 1:

Patron's Address 3 (City,
State, ZIP):

→ *Patron's Library Card
Number:

9) Click

[Track ILL Requests](#)

10) If you enter your information the same every time, you will be able to keep track of your ILL by clicking on

11) Enter the following information

Items from Other Libraries

To track your ILL requests, enter your name and the password that was used to create your requests.

Name (Last, first)

Password

Note the Status of the items requested. See below.

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Items from Other Libraries	
Item Details	Request Details
Title: 23 blast [videorecording] Author: Pub Year: [2014]	ID: 2525993 Date: 8/21/2015 6:47:33 PM Need By: 11/19/2015
Status: Awaiting reply from one or more potential lending libraries.	
Item Details	Request Details
Title: Angels walking Angels Walking series, 1 [sound recording] Author: Kingsbury, Karen Pub Year: p2014.	ID: 2526249 Date: 8/23/2015 8:07:46 PM Need By: 11/21/2015
Status: This request is awaiting approval by library staff.	

- 12) When staff receives the item at the library, an email will automatically be sent to you if you entered your email.
- 13) Renewals may be an option depending on the library. Request the renewal at least 3 days before the due date.
- 14) Remember to always return items on time so that the Haysville Community Library remains in Good Standing and may borrow again from the loaning library.