Borrowing Library Materials in I-Share

If you are enrolled at, or employed by, an I-Share member institution, you may use your account to borrow library materials from any I-Share library.

View the list of I-Share members here: <https://www.carli.illinois.edu/membership/i-share_part>

Please contact your library with any questions.

# Steps for Borrowing

1. In your internet browser, open the link to the library catalog.
	* Your library may provide a link to the library catalog from their website.
	* Or visit <https://vufind.carli.illinois.edu/all/vf/> for the I-Share version of the catalog.
2. Select the “Login” link in the upper right corner of the screen and log in with your username and password. Refer to the I-Share Handout on “Creating Your I-Share Account,” if needed.



1. Enter terms to search for library material, then select the “Find” button.



* Enter terms in the search box.
* The search-type menu allows you to designate the type of terms you entered.
The options are Keyword, Title, Author, Subject, and ISBN/ISSN.
* Switch between searching your library’s collection, or the combined collection of all I-Share Libraries.
1. Narrow your search results using the options in the right-side menu, if desired.
2. Choose the title for the desired material. The detailed record will open.



1. To request the material, select the “Request 1st Available” button.



1. Choose your desired pick-up library and desired pick-up location at that library.
Select the “Request” button.



1. The screen will confirm “Request submitted.”



* If your borrowing request was unsuccessful, review the provided message and contact your library with any questions.
* Note that some requests cannot be filled.
* Most requested material will be delivered to the pick-up location in 3-5 business days.
* You may check your account for the current status of your request.