

## Tech Coach Column: SHAREit Interlibrary Loan

By LTCL Librarian Karen Scott

Did you know that our library has the option of borrowing materials from other libraries in Texas and even across the country? Interlibrary Loan (ILL) is a free service that allows Lake Travis Community Library card holders access to materials that are not available from the library's collection, up to two at a time.

Access the ILL system through the library's [website](#), [catalog](#) (under Electronic Resources), or by going straight to the library's [ILL homepage](#).

1. From here, click on "Please Login" in the top right corner and log into your account with your library card number and password, typically your 10-digit phone number. This is the same information you use to login to the library's catalog.



Login to access additional services -

Card Number \*

Phone Number or Password \*

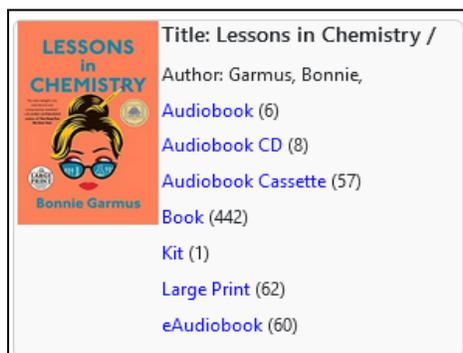
Remember Me?

Submit Cancel

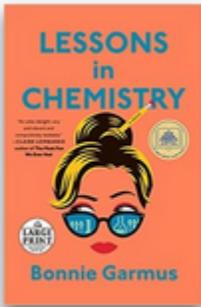
2. Search for the item you want by typing the title or author into the search box.



3. Select the item you are looking for by clicking on the cover art or the preferred format under the title.



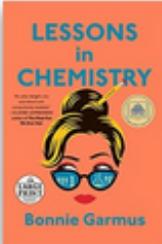
4. You will see a repeating list of the item you clicked on. From here, click on the cover art or preferred format again.

|   |   |
|---|---|
|  | <p><b>Title:</b> Lessons in chemistry /</p> <p>Author: Garmus, Bonnie, Publisher: Doubleday Date: 2022<br/>ISBN : 9780385547345, 038554734X</p> <p><b>Format</b></p> <p> <a href="#">Book</a> (14)</p> |
|---|---|

5. Review the information under the Details heading to verify that you are looking at the correct title and format needed. *At this time, there is a glitch that may cause a different format to show instead of the one you are looking for. If the information doesn't look correct here (for example, audio CDs are listed when you clicked on the print book) go back to the list of items and try a different one.*

|                     |   |
|---------------------|---|
| <b>Author:</b>      | <a href="#">Garmus, Bonnie, author.</a>               |
| <b>Title:</b>       | <a href="#">Lessons in chemistry / Bonnie Garmus.</a> |
| <b>Edition:</b>     | First edition.  |
| <b>Publisher:</b>   | Doubleday,  |
| <b>Date:</b>        | b2022   |
| <b>Description:</b> | 390 pages ; 25 cm                                     |

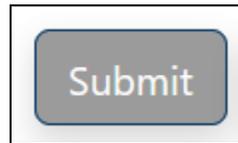
6. Click the “Request This Item” button under the title’s cover art on the left side.

|   |
|---|
| <p> Book</p> <p></p> <p>Found In<br/>Texas Group Catalog</p> <p><a href="#">Request This Item</a></p> |
|---|

7. Enter your email address or phone number in Patron's Contact 1. *The default is an email address, but you may enter your phone number in this same box.*

|                      |                                 |
|----------------------|---------------------------------|
| Patron's Contact 1 * | librarian@laketravislibrary.org |
|----------------------|---------------------------------|

8. Click Submit.



You will be notified when the item is ready for pick up or if we cannot find a lender. Items may take 2 to 3 weeks to arrive and requested items are not guaranteed.

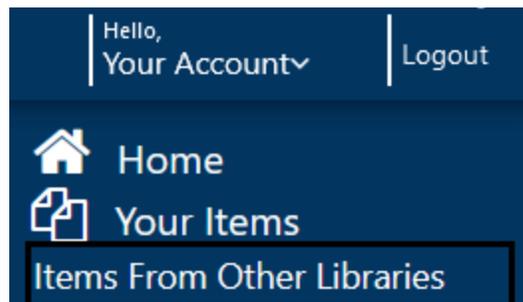
Happy reading!

### **Bonus Feature: Your List**

You can add items to Your List wherever you see this icon  or by selecting “Add to Your List” on the item record. This can be useful if you have hit your ILL limit of two items but want to keep track of items to request later. View your list by clicking on this same icon in the top right corner of SHAREit.

### **Bonus Feature: Checking the Status of an Item**

You can check on your requests to see where the item is in the process of borrowing. After logging in to SHAREit, click on Your Account and then Items From Other Libraries. This will give you access to information such as the title, date requested, and status of the item.



### Tech Coach Assistance

Tech Coaches are providing individualized assistance in the library. Visit <https://laketravislibrary.org/tech-coach> for more information. Do you have other questions? Simply send an email to [techcoach@laketravislibrary.org](mailto:techcoach@laketravislibrary.org) and one of our coaches will respond to assist you with any questions or challenges you may have!