

Requesting Items not available in the KCC Learning Resource Center:

If an item is not owned by KCC and is not available either online in full text (journal article), a library user has the option of requesting the material through our interlibrary loan service. Databases available through the interlibrary loan service include I-Share and WorldCat. I-Share includes holdings from 71 colleges throughout Illinois. WorldCat includes holdings nationwide.

Two Methods for Requesting an I-Share book from KCC's Online Catalog:

Method #1. - If an item was not available in the KCC/LRC Collection, select the "Repeat search in the I-Share Catalog link."

Now Searching: Kankakee Community College

The library catalog was not able to find any matches to your search.

You can **try again** after you:


- Check your spelling
- Remove the words "a," "an," "the," or their equivalents in other languages from the beginning of title searches
- Clear search limits

Or you can:

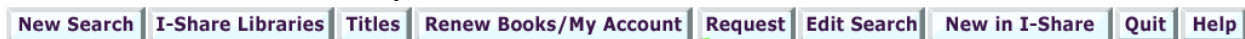
- Try a different type of search, such as an Advanced Search
- Try your search in larger database: **Repeat search in the I-Share catalog?**
- Ask a librarian for assistance or **See tips to improve your search**

Follow the steps below to request an I-Share item (screen shots will help illustrate the steps):

1. Select the item desired from the list generated in the I-Share search.

#	Title	Full Title	Author	Date	Cover
<input type="checkbox"/> 1	Library : an unquiet history /	Library : an unquiet history / Matthew Battles.	Battles, Matthew.	2004	
Multiple holdings. Click title for details.					
<input type="checkbox"/> 2	Library : an unquiet history /	Library : an unquiet history / Matthew Battles.	Battles, Matthew.	2003	
Multiple holdings. Click title for details.					
<input type="checkbox"/> 3	Library : an unquiet history. Chinese	Tu shu quan de qu shi : ren yu shu, qian bai nian lai bu ceng ping jing de li shi = Library : an unquiet history / Matthew battles zhu ; You Chuanli yi.	Battles, Matthew.	2005	
Library Location: Univ. of Illinois-UC			Status:		

2. View the libraries who own the item and their availability. Scroll down to the bottom of the screen and click the "Request" link.



3. Change *Please Select Library* to 'Kankakee Community College'
4. "Library Borrower ID" is the 14-digit barcode which begins with 20911 and is found on your KCC Photo id.
5. Type in your last name.
6. Press Login.

Patron Login

Why log in?

- To request items not available at your home library ([brief movie](#))
- To renew items online and view other personal account information ([brief movie](#))

For users:

Please select your home library, enter your Library Borrower ID and Last Name, then click the Login button. [Show me how](#). Your Borrower ID may be printed near the barcode on your library ID card.

For staff at ILLINET member libraries and Library System Headquarters:

Select "ILLINET Libraries" as your home library, and enter "illinet" or "system" as your last name.

Note to all:

You must have [JavaScript enabled](#) in your web browser in order to place a request.

Select Your Home Library: * Please Select Library *
Library Borrower ID:
Last Name:
Login Reset

New Search I-Share Libraries Renew Books/My Account Request Edit Search New in I-Share Quit Help

7. Following the Login on the screen above, select the 'first available copy' as the type of request and submit.

I-Share

Your session will expire in 08:47

New Search I-Share Libraries Renew Books/My Account Logout Request Edit Search New in I-Share Quit Help

Login confirmed. Click "OK" to continue.
Note: In order to place a request, you must have [JavaScript enabled](#) in your web browser.

Request first available copy
OK Reset

New Search I-Share Libraries Renew Books/My Account Logout Request Edit Search New in I-Share Quit Help

8. On the confirmation screen (shown below), re-type your 14-digit barcode in 'Library Borrower ID'.
9. 'Pick up library' will be listed as Kankakee Community College, but can be changed to reflect another institution if desired.
10. Submit the request.

Library Borrower ID:
Note:
Pick-up Library: Kankakee Community College
Pick-up Desk or Office: Circulation Desk
Not Needed After: (Do not leave blank.) 21 Day(s)
Submit Request Clear Form

New Search I-Share Libraries Renew Books/My Account Logout Edit Search New in I-Share Quit Help

Method #2. - Select the I-Share tab at the top to search for your title or topic.

Kankakee Community College

New easy search screen? [Click here!](#)

Your session will expire in 09:19

[New Search](#) [I-Share Catalog](#) [Titles](#) [Renew Books/My Account](#) [Request](#) [Edit Search](#) [New in the Catalog](#) [Quit](#) [Help](#)

Patrons will be taken to the search screen below. From here they may search catalogs from the 76 participating I-Share libraries all at once:



Your session will expire in 09:01

[New Search](#) [I-Share Libraries](#) [Renew Books/My Account](#) [New in I-Share](#) [Quit](#) [Help](#)

Now Searching: I-Share

A screenshot of the I-Share search interface. It shows a search bar with a "Search for:" label, a "Quick Limit:" dropdown menu set to "None", and a "Search by:" dropdown menu with options: "Any Word Anywhere", "Title (omit first word a, an, the)", "Journal/Magazine Title", "Author (last name, first name)", "Subject", "Boolean Search (use and, or, not)", and "Prolific Author/Composer". At the bottom, there is a "20 records per page" dropdown, "Search" and "Reset" buttons, and a "More Limits" link.

Note: Items **not** found in **I-Share** may also be searched and/or requested using the **FirstSearch** database, available through the Learning Resource Center web page:

To Access **FirstSearch**:

- Go to <http://www.kcc.edu>
- Select the "Library" link under "Resources"
- Select E-Journals & Newspapers
- Select FirstSearch

The **FirstSearch** authorization and password are available in the LRC or by calling the Circulation Desk – (815) 802-8400.

- Following this screen: Select the type of request 'first available copy'.
- Submit.
- On the confirmation screen, re-type your 14-digit barcode in 'Library Borrower ID'.
- 'Pick up library' will be listed as Kankakee Community College, but can be changed to reflect another institution.
- Submit the request.

Title:	The lost work of Stephen King : a guide to unpublished manuscripts, story...
Instructions:	<p>Re-supply your borrower ID below, select a pick-up location, and press "Submit Request."</p> <p>Use this I-Share form to request materials from libraries other than your own (or, materials from your own library that you want to pick up somewhere else). To request materials from your own library and pick them up there, place your requests in your own library's catalog.</p>
Library that owns the item (Choose item on line below):	Columbia College ▾
	32711000223997 main stx ▾
Library Borrower ID:	<input type="text"/>
Note:	<input type="text"/>

Requesting materials through WorldCat

- Go to www.firstsearch.org (contact LRC for authorization and passwords)
- Click on the Databases tab and Select **WorldCat**
- Search for your item
- Select the "Request ILL" button and fill in the appropriate information. This will route your request to a staff member for processing.
- Once the item is received in the LRC the requestor is contacted by phone.

For additional information or assistance contact Brad Reel at breel@kcc.edu, 802-8403 or visit the Interlibrary Loan Frequently Asked Page at <http://www.kcc.edu/students/library/aboutlrc/Pages/faqsinterlibraryloans.aspx>