To Borrow in Illiad

Open up the Illiad Client, my user name is LColwell95 password l313527
Always remember, to click the refresh button

The refresh button is good to click on when going from tab to tab (Lending to Borrowing) OR when you're having problems!
Click on the 2 borrowing tabs
Look for users to clear, double click if you have one.
Make sure the patron is a NEOMED affiliate
If they are a NEOMED affiliate, click on cleared.

**If they are not a NEOMED affiliate, click on not cleared.**
Click on refresh to update your changes
Click on awaiting copyright clearance
1. Click on the 1st request,

2. Select the proper publisher for copyright payments, typically the first one.

3. Click the copyright tab.
Click No problem once you are sure you selected the correct publisher/title.
1 If the article request is older than 5 years OR it states contact rightsholder directly...

2 click on no problem

Do these steps until you have no more copyright to clear

1 once you hit copyright rule of 5 this box will start to fill up, you must then click

2 save CCC information
1 for a problem epub

2 New month enter a 2 digit number, and 4 digits for the year, then click on okay

3 if a current month is needed, just click ok
1. Go back to the 2 borrowing tabs.
2. Click awaiting request processing.
Click on the first request
Click the innovative search tab to see if we have the title to scan.
1. We don't so click on the Google scholar tab.

2. Google scholar tab.
1-Click to see if you can get a pdf of the article

2-You could not get a pdf, go to the next page
1. Click on the OCLC tab.
2. Under type select what you are looking for, in this case, the 3 check marked items.
3. Then the holdings tab.
Double click the journal

Enlarge the screen
1 select journal with the most holdings
1. Under holdings, click custom holdings.
2. Only 2 places own it depending on the volume.
1. Click on each lender to add to the selected lenders box.

2. The lenders go in the selected lenders box, don’t add more than 15, as it will not go to more than 15 lenders at a time.

3. Click on create work form.
1. Change the Copyright to CCL for books older than 5 years and leave max cost at $0 unless you have attempted to get the article for free and now must pay, then add a cost and check mark.

IFM 3. Click on send request.
Click on request sent.
Part 2, we have the article available as a pdf
Rivaroxaban Versus Enoxaparin for Venous Thromboembolism Prophylaxis after Hip and Knee Arthroplasty

Michael A. Charters, MD, MS a, Nicholas B. Frisch, MD, MBA a, Nolan M. Wessell, MD a, Chris

1 save as TN number
1. Iliad request TN number

2. Enter it here

3. Make sure your in this folder

4. Click save

5. Go back to the detail tab
Click on the route to document delivery green arrow.
1 click on document delivery
2 click on this document delivery tab too
3 click awaiting document delivery processing
Click on mark found scan now
Send via Odyssey
Repeat until all requests are borrowed
What to do with unfilled requests:

1 tab

2 tab

3 click awaiting unfilled processing
| Username  | Request Title | Loan Author | Loan Title | Loan Publisher | Loan Place | Loan Date | Loan Edi... | Photo Journal Title | Photo Journal | Photo Journal | Photo Journal | Photo Journal | Photo Journal | Photo Journal | Photo Article | Photo Article |
|-----------|---------------|-------------|------------|----------------|------------|-----------|------------|-------------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|--------------|
| LCoWells95 | Article       | Arudde      | Expert rev... | Clincal p... | epub       | 2015      | 1-11       | Stats stim...     |                |               |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | Current med... | Chemical... | epub       | 2015      | 3          | Biological...   |                |               |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | Scandinavian... | Journa... | epub       | 2015      | 3          | Effects of...   |                |               |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | Current diabetes... | Reviews | 8          | 5          | 2012      | 362-381          | Glucagon and... |                |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | Gene therapy   | Epub ahead... | 2015      | 1-11       | Three year... | Cochlear prote... |                |               |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | International journal... | of... | 1-2        | 2007      | 10-19      | OSM is over...  |                |               |               |               |               |               |               |              |              |
| LCoWells95 | Article       | Arudde      | Psychiatra Danub... | 3         | 2012      | 1-11       | Three year... | Cochlear prote... |                |               |               |               |               |               |               |              |              |
1. OCLC tab click
2. Click show
Click on Yes
1 Click delete
Click yes
1 click the borrow processing tab
Click on import into resubmission
Click yes on the confirmation prompt.

Are you sure that you want to move the lender string to the resubmission list?

[Yes] [No]
Click yes
Click route
Select awaiting request processing
1. Click refresh

2. The request is now in the awaiting request processing folder

3. Repeat until you have no more unfilled requests