

How to activate your ILLiad Account

1. [Navigate to the ILLiad portion of the Requesting Books & Articles website.](#)
2. Click on the interactive ILL form link.

How to request an item through Interlibrary Loan (ILL)

- ◆ Use the [interactive ILL form](#) to request material that is not available from Marymount or the WRLC.
- ◆ Click on Request a Loan to borrow an item from a library.
- ◆ Click on Request a Copy to obtain an article or chapter from a book.
- ◆ Before requesting a journal article from ILL, please find out if it is available in full text through the [MUE-Journal Finder](#) or through Consortium Loan from print journals owned by [WRLC](#) member libraries.
- ◆ Books usually arrive in one to three weeks.
- ◆ Article delivery will vary, depending on the lender and the delivery method, but it usually takes three to five business days.

Click here

3. You will be prompted to select your University from the drop down menu and then log in using the same information used to access your Canvas account.
4. If prompted, update your personal information in ILLIAD (usually requires adding a daytime phone number), verify, then submit.

ILLiad Search

Complete your registration information and click submit.

Active All

- Logoff RAA92128
- Main Menu
- New Request
 - Photocopy
 - Book
 - Book Chapter
 - Conference Paper
 - Patent
 - Report
 - Thesis
 - Standards Document
 - Other (Free Text)
- View
 - Outstanding Requests
 - Electronically Received Articles
 - Checked Out Items
 - Cancelled Requests
 - History Requests
 - All Requests
 - Notifications
- Tools
 - Change User Information
 - Change Accounts
 - Change Password
- About ILLiad

Change Personal Information

* Indicates required field

* First Name

* Last Name

* ID Number

Preferred Notification Method

* E-Mail Address

* Daytime Phone

Preferred Article Delivery Method

Preferred Loan Delivery Method

Preferred Electronic Delivery if Possible (PDF file via web)

* Primary Address Line 1

Primary Address Line 2

* Primary Address City

* Primary Address State

* Primary Address Zip

Secondary Address Line 1

Secondary Address Line 2

Secondary Address City

Secondary Address State

Secondary Address Zip

Status

* Department

Authorized Users
List the full names of anyone you wish to be allowed to pick up your ILL items.
An ID will be REQUIRED to pick items up.

Delivery Location

Submit Information Cancel - Exit to Main Menu

5. Your ILLiad Account is now activated, you may request materials using the 'Request a Loan' link.

Marymount University Interlibrary Loan



LIBRARY & LEARNING SERVICES
MARYMOUNT UNIVERSITY

Status: Choose an option from the choices below.

Choose an option from the choices below.

Please check that the item requested is not available in [WRLC Catalog](#) before requesting via Interlibrary Loan

Place Request

Please submit only one request per form.

[Request a Copy](#)

[Request a Loan](#)

Review Requests

[View Current Requests](#)

[View Articles](#)

[Resubmit Cancelled Requests](#)

[View History](#)

Personal Information

[Change User Information](#)

Request a copy of an article within a larger work, for example: an article from a journal, magazine, or newspaper. A photocopy will be sent if an electronic copy is not available.

Use this button to request the loan of an entire work, for example: books, dissertations, entire collections.

View and edit your outstanding requests.

View items that you have received for Web delivery.

View items that have been cancelled either by you or the library staff. Resubmit these items with a new request.

View your completed requests.

Modify your personal information including address, phone number, and e-mail address.

Click here