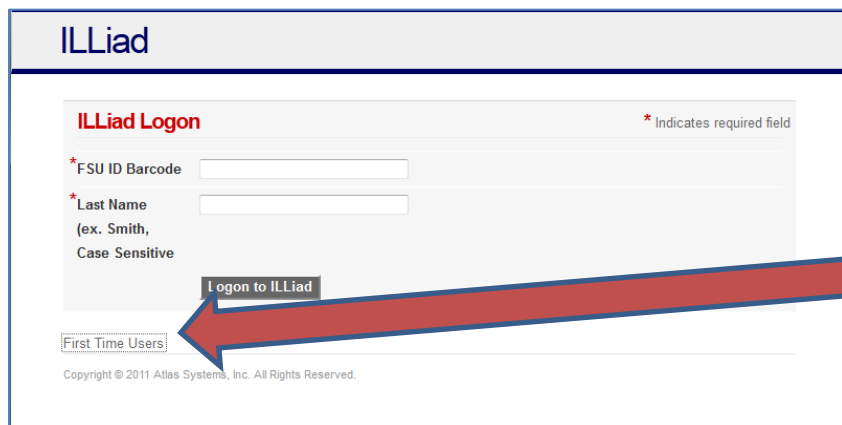


Lewis J. Ort Library

Register for Interlibrary Loan

Users who have never ordered an item through Interlibrary Loan (ILL) must first register for the service (ILLiad). To register for the service, go directly to the ILL page:

<http://usmai.illiad.oclc.org/illiad/mfs/logon.html>.



ILLiad Logon * Indicates required field

* FSU ID Barcode

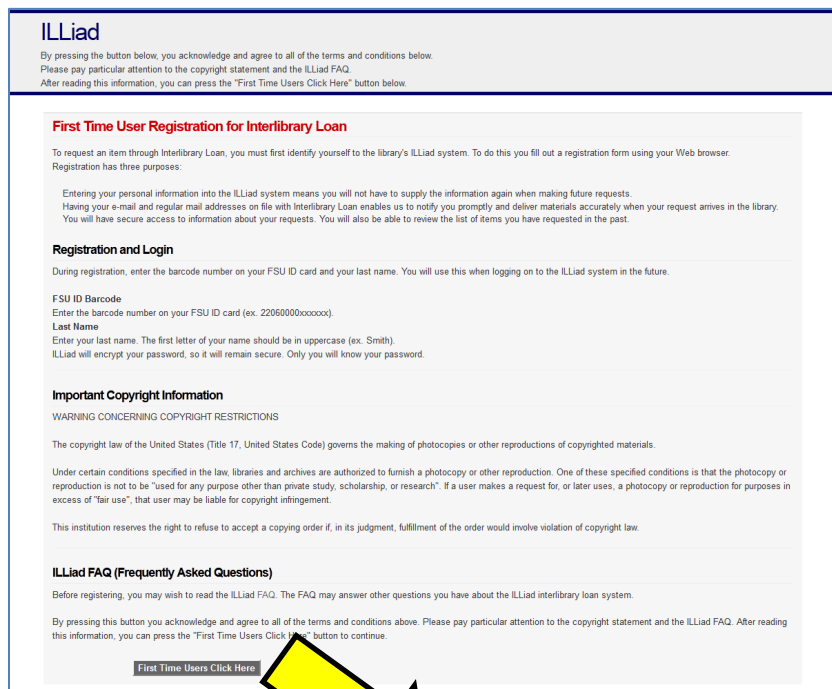
* Last Name
(ex. Smith, Case Sensitive)

[Logon to ILLiad](#)

[First Time Users](#)

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Click on the First Time Users link to register for ILL.



ILLiad

By pressing the button below, you acknowledge and agree to all of the terms and conditions below. Please pay particular attention to the copyright statement and the ILLiad FAQ. After reading this information, you can press the "First Time Users Click Here" button below.

First Time User Registration for Interlibrary Loan

To request an item through Interlibrary Loan, you must first identify yourself to the library's ILLiad system. To do this you fill out a registration form using your Web browser. Registration has three purposes:

- Entering your personal information into the ILLiad system means you will not have to supply the information again when making future requests.
- Having your e-mail and regular mail addresses on file with Interlibrary Loan enables us to notify you promptly and deliver materials accurately when your request arrives in the library.
- You will have secure access to information about your requests. You will also be able to review the list of items you have requested in the past.

Registration and Login

During registration, enter the barcode number on your FSU ID card and your last name. You will use this when logging on to the ILLiad system in the future.

FSU ID Barcode
Enter the barcode number on your FSU ID card (ex. 22060000cccccc).

Last Name
Enter your last name. The first letter of your name should be in uppercase (ex. Smith). ILLiad will encrypt your password, so it will remain secure. Only you will know your password.

Important Copyright Information

WARNING CONCERNING COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research". If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use", that user may be liable for copyright infringement.

This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law.

ILLiad FAQ (Frequently Asked Questions)

Before registering, you may wish to read the ILLiad FAQ. The FAQ may answer other questions you have about the ILLiad interlibrary loan system.

By pressing this button you acknowledge and agree to all of the terms and conditions above. Please pay particular attention to the copyright statement and the ILLiad FAQ. After reading this information, you can press the "First Time Users Click Here" button to continue.

[First Time Users Click Here](#)

Provides basic information on the services and includes:

- How to log on: To log on use the 14-digit barcode on the FSU ID and last name
- Info about copyright: Informs users of copyright restrictions
- Last Name: The first letter of your last name should be capitalized.

Read the Information on the New Registration Page and then click the "First Time User Click Here" button. This will bring you to the New Registration screen. Fill out all information with an * next to it.

New User Registration for ILLiad

* Indicates required field

| | |
|---|--------------------------------------|
| * First Name | <input type="text"/> |
| * Last Name | <input type="text"/> |
| * ID Number | <input type="text"/> |
| * E-Mail Address | <input type="text"/> |
| * Daytime Phone | <input type="text"/> |
| * Primary Address Line 1 | <input type="text"/> |
| Primary Address Line 2 | <input type="text"/> |
| * Primary Address City | <input type="text"/> |
| * Primary Address State | <input type="text"/> |
| * Primary Address Zip | <input type="text"/> |
| Secondary Address Line 1 | <input type="text"/> |
| Secondary Address Line 2 | <input type="text"/> |
| Secondary Address City | <input type="text"/> |
| Secondary Address State | <input type="text"/> |
| Secondary Address Zip | <input type="text"/> |
| Status | Choose a Status <input type="text"/> |
| Department | <input type="text"/> |
| Authorized Users <small>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.</small> | <input type="text"/> |
| Delivery Location | MFS <input type="text"/> |
| * Enter FSU ID Barcode Number <small>Case sensitive</small> | |
| * Enter Last Name (ex. Smith, First Letter Uppercase) <small>Case sensitive</small> | |
| * Re-enter Last Name <small>Case sensitive</small> | |

Note: Your last name should be entered with the first letter uppercase.

Submit Information Clear Form Cancel - Exit ILLiad System

When done, click the “Submit Information” button. Registration is complete.

Consult the Handout **Ordering and Item through Interlibrary Loan (ILL)** for information on how to request an item.

The following link: <https://libguides.frostburg.edu/circulation/interlibraryloan> also provides additional information on Interlibrary Loan (ILL).

For additional assistance, please contact the Interlibrary Loan office at ill@frostburg.edu or 301-687-4886.